

## IDC MEETING MINUTES

June 13, 2023

MTC 313

1:30 p.m.

**ATTENDEES:** Lenora Cook, Leroy Cox, Anne Dotterweich, Richard Fort, Jim Lane, Shelia Mauppin, Mickey McCloud, Vince Miller, Larry Reynolds and Gurb Singh

### Old Business

The meeting minutes from the May 23 meeting were posted on InfoHub.

### New Business

#### Fall Course Capacities

Fall course capacities were discussed. Capacity for fall 2023 will remain the same, but some changes may occur for spring 2024.

#### Interim assignments-transitions

The following interim assignments were confirmed:

Jim Lane will cover English Journalism and Communications for Larry Reynolds until Brian Shawver arrives on July 24.

Gurb Singh will cover Industrial Technology with Lenora Cook acting as a backup. The next IT dean search will begin late 2023/early 2024 with an anticipated July 1, 2024, start date.

#### Staff Development Training & Travel, ORG#53120

Mickey asked that funds used for training and travel be allocated to the appropriate budget line item and department to track spending accurately. Spending for faculty development activities/training should be attributed to the faculty development org, not the division. The CAO's office may have funds if budget transfers are needed to balance travel/training lines.

**Action Item:** Anne will send the Office of Faculty Development the current chair and directors contact list for AY 24.

#### Budget wrap up and transfers

End of the year budget transfers between divisions and accounts need to be completed by June 30. The deans will coordinate as needed to balance accounts.

### Space Planning

IDC had a lengthy discussion on current and plan remodeling projects that impact directly or indirectly the programs within the branch. A request for more Dean involvement in that planning was forwarded.

The meeting was adjourned at 2:45 p.m.