

IDC MEETING MINUTES

December 12, 2023

MTC 313

1:00 p.m.

ATTENDEES: Lenora Cook, Leroy Cox, Anne Dotterweich, Jim Lane, Shelia Mauppin, Vince Miller, Brian Shawver, Gurbhushan Singh and Mary Wisgirda

Old Business

The meeting minutes from the October 31 meeting were posted on InfoHub.

New Business

Karen Miller – International Travel

Karen Miller reviewed the process for developing a proposal for international travel. She explained that a well formulated/vetted application will encourage repeat trips to the same location/learning objectives which is preferable to one-off trips. She encouraged faculty and staff to be in contact with any question about an application or the process.

Action Item: Karen Miller will send the deans a copy of the application for their reference/distribution.

New & Replacement Capital Request

The new and replacement capital equipment list was reviewed. Shelia Mauppin identified which new items would be eligible for the Perkins Grant.

Faculty New and Replacement

There are no updates on additional faculty for this upcoming budget cycle.

Cancelled Class Stipend Update

The cancelled class stipend was discussed. There are no changes to the process at this time.

PTR to FT staff & vacancy report

The vacancy report for Academic Affairs was reviewed.

Action Item: Anne will ask HR to generate the most recent report for distribution.

Academic Calendar

Jim reviewed the proposed academic calendar for FY26. Topics to be determined are how the College will recognize Juneteenth, fall break, and stop day. The Academic Calendar Committee will reconvene in January for further discussion.

The meeting was adjourned at 3:00 p.m.