

IDC MEETING MINUTES
June 11, 2024, MTC 313
1:30 p.m.

ATTENDEES: Leroy Cox, Anne Dotterweich, Jim Lane, Andrew Lutz, Shelia Mauppin, Vince Miller, Chad Sanner, Brian Shawver, Gurbhushan Singh and Mary Wisgirda

Old Business

The meeting minutes from the May 14 meeting were posted on InfoHub.

New Business

HR Staff Introductions

Electra Arzola introduce Angela Schuh and Sarah Maxwell both who work with Electra in Employment Services as talent acquisition specialists. Additional PageUp training was discussed for the fall. The deans were encouraged to contact Employment Services with any questions.

College Now Qualifications

College Now qualifications were discussed. The degree/educational requirements for high school College Now instructors will remain the same and JCCC will determine a consistent timeline/grace period for achieving the required qualifications that aligns with guidance from HLC. Department chairs should be included in any discussion regarding changes to qualifications and these should be communicated to the College Now office.

Incomplete/Grade Change Process

The process for incomplete/grade changes was discussed. It was agreed these forms are up to the discretion of the instructor and should be fully executed before the end of the semester.

New Dean Orientation Process

The three recently hired deans have been assigned mentor deans to assist them in navigating their new role. Training is available for the numerous applications used on a regular basis.

Budget Timelines

Past years' budget timelines were reviewed. Upcoming IDC meetings will include agenda items relative to the due dates.

The meeting was adjourned at 3:10 p.m.