

## **IDC MEETING MINUTES**

**November 8, 2022**

**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, Gurbhushan Singh and Mary Wisgirda

### **Old Business**

The meeting minutes from the October 25 meeting were posted on InfoHub.

Replacement of PTR biology lab tech; approved online prior to the meeting

### **New Business**

#### Faculty Position Requests

New and replacement faculty positions were discussed and prioritized.

#### General Education Criteria and Designation

The process for designating a course as a general education requirement was discussed. A thorough review of courses to be considered as general education courses should take place within the division before they are presented to the Gen Ed Subcommittee.

#### Assigning Classes to Adjuncts

The process for assigning class sections to adjuncts was discussed.

**Action Item:** Mickey will coordinate a review and revision of the Adjunct Handbook with the Office of Faculty Development to clarify the process.

The meeting was adjourned at 3:20 p.m.