

## IDC MEETING MINUTES

October 10, 2023

MTC 313

1:30 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 September 12 meeting were posted on InfoHub.

### **New Business**

Christina Rudacille attended as part of her Educational Leadership Mentoring experience with Lenora Cook.

Post Graduate Wage Data - Karen Koller, Natalie Alleman Byers & LaWanda Hughes  
Institutional Research provided an update on the annual survey of CTE completers and concentrators. They shared an updated and interactive version of the report available on the JCCC website. The deans made suggestions for improving the clarity of the report.

**Action Item:** The deans will send Karen Koller comments and suggestions.

### Banner/Ellucian Experience - Gavin Cotsworth and Alex Prutsman

Gavin and Alex previewed the new Banner/Ellucian configuration for the My JCCC webpage. It continues to be tested and is expected to be launched by mid-November.

### Rolling Semesters in Banner

Jim inquired about the feasibility of rolling semesters in Banner to reduce the workload for division as classes are built each semester.

**Action item:** Gavin will investigate this option and report back to Gurb.

### Academic Master Plan (Gurb)

The Academic Master Plan continues to be edited in TEAMS.

**Action Item:** Gurb will continue to revise/edit the plan and share it again with the deans.

### Employee Engagement Survey – Next Steps (Gurb)

The deans discussed the follow up work requested on the employee engagement survey. The action plan worksheets are to be returned to Rachel Haynes, and she is available to answer any questions.

### Required SS# or TIN (Gurb)

The deans discussed programs that require a social security number or TIN for participation in internships, clinicals etc.

**Action Item:** Gurb will draft a statement to be posted on program materials (web, print, advising etc.) alerting students in advance of the need for this documentation to participate fully in the program. He will share it with IDC to incorporate comments/edits in the final version.

### Capital Budget (Gurb)

The prioritization discussion will take place at the December 12 meeting.

### Faculty Positions (Gurb)

The initial discussion of new and replacement positions will be at the October 31 meeting.

The meeting was adjourned at 2:50 p.m.