

INSTRUCTION COMMITTEE

Meeting Minutes

December 6, 2019

10:00am in Norfolk District 502

Meeting Facilitator: Jessica Morales

In Attendance:

Angela Bell (Health Professions-B), Michael Blankenship (English-C), Lisa Carter (Information Systems-B), Jennifer Ferguson (District), Glenn “Bert” Fox (Social Sciences-C), Richard McCammon (Humanities-N), Jessica Morales (Natural Sciences-C), Angela Slaughter (Business Management-P)

Absent:

Elizabeth Briggs (Communications-C), Debra Dart (Information Systems-B), David “Steve” Delong (Mathematics-B), Victoria Proffitt (Mathematics-P), Brittany Horn (Libraries-B), Harlan “Skip” Krepcik (Industrial Technologies-P), Corrine Lilyard-Mitchell (Fine Arts-P), Steve Litherland (District),

I. Roll call/ Introductions

The meeting was called to order at 10:12. Quorum was established.

II. Approval of Minutes from November Meeting

Prior minutes were approved unanimously.

III. Open Business

A. Professional Readiness General Education Competency Rubric (Ferguson)

The committee continued work revising the draft PR rubric.

IV. New Business

A. Discussion: Committee Charges

1. The committee discussed the proposed IC charges for 2019-20 including the DLCT committee charge to collaborate with the IC about the syllabus template.
2. The committee made suggestions and changes to the proposed charges and approved them unanimously.

B. January Meeting Date

1. The January meeting date falls on Jan 3, when many faculty may not be able to attend. A discussion on more easily attended January dates was held. The committee voted to move the January meeting to Jan 31st.

V. Adjournment

The meeting adjourned at 11:50am.