



INSTRUCTIONAL ADMINISTRATOR'S COUNCIL

January 5, 2009

Present: Mark Anglin, Patrick Bettencourt, Tobin Clark, Stephanie Franks, Bill Kaiser, Maurice McKinnon, Pedro Mendez, George Railey, Brian Sanders, Karen Walters Dunlap, Ken White, Becki Scharffer

Absent: George Boodrookas, Mike Sundquist

	<u>Standing Items</u>	<u>Action</u>	<u>By</u>
⇒	<p>Accreditation – President Rose received an accreditation update with an opportunity to review the information for accuracy. We should receive the official report from the Commission by the end of January. We are in the process of reorganizing our accreditation team and Karen will now be our Accreditation Liaison Officer.</p> <p>The Planning & Budget Committee reviewed the temporary faculty positions and approved the hiring of 11 positions. Funding for nine positions will be from the general fund and two through basic skills. The committee will review the prioritization for hiring classified staff.</p>		
	<u>Information Items</u>	<u>Action</u>	<u>By</u>
⇒	<p>Budget – Karen asked the Deans to hold back on requests for travel using fund 11 for the remainder of this fiscal year.</p>		
	<u>Discussion Items</u>	<u>Action</u>	<u>By</u>
⇒	<p>Summer & Fall Schedule Development – Deans reviewed Scenarios A, B and C prepared by Jane Chawinga. It was decided that we will use Scenario B, decreasing Early Start Summer by 22% in cost and growth in Fall 2009, Spring and Summer 2010 is limited to 2%. We will continue with enrollment minimums of 25 students for Summer 2009.</p>	Gary Whitfield will attend our January 26 meeting.	
	<u>Reports</u>	<u>Action</u>	<u>By</u>
⇒	<p>Update from VPI – There will be a Founders Hall remodel meeting at 3:00 p.m. on Wednesday in FH 121. President Rose, Kitchell and Lionakis will be attending. There will be Oncourse Training with Jonathan Brennan for CAC members on Thursday at 9:00 a.m. in the MSR.</p>		
⇒	<p>Technology/Webpage – Tobin provided a handout on the estimated cost for Smart classroom updates and installations.</p>	<p>Deans to review for need/accuracy and notify Tobin of any changes.</p> <p>Next meeting: Karen will provide block grant funding balance and Tobin will provide updated Smart classroom list.</p>	<p>Deans Karen Tobin</p>
⇒	<p>Next Meeting – Monday, January 26, 10:00 a.m., West Campus, Yosemite Hall Room 205.</p>		