

Instruction and Student Services
Administrators Meeting Minutes
February 26, 2020

Present: L. Cosby, P. Eagan, G. Fredericks, C. Gibson, P. Henning, T. Labadie, P. Linden,
D. Lindsley, B. Reynolds, L. Thomas, M. Walters

Absent: D. Coates, T. Hamann, D. Miller B. Taraskiewicz

1. Call to Order –The meeting was called to order at 8:38 a.m.
2. Meeting Minutes of February 12, 2020 were approved as presented.
3. Updates/Input
 - 3.1 Cabinet – An overview of the February 18, 2020 Cabinet meeting was provided. Minutes will be distributed once approved.
4. Business
 - 4.1 Automatic Registration – P. Eagan reported on strategic scheduling discussions and potential policies. Discussion ensued and included a recommendation to invite A. Hilliard to attend the Instruction and Student Services Administrators meetings on a regular basis. P. Linden will discuss with A. Hilliard and report back.
5. Other
 - 5.1 G. Fredericks updated the group on visiting speaker fees reporting the process needs refining. After discussion, P. Eagan brought forward a recommendation to pull together a committee to discuss the Visiting Speaker process. B. Reynolds, P. Henning, P. Eagan, G. Fredericks agreed to sit on the committee.
 - 5.2 G. Fredericks updated the group on the status of Summit planning.
 - 5.3 The group briefly discussed pandemic planning. P. Linden will discuss with Dr. Washington and report back.
 - 5.4 L Cosby brought forward a request for an update on the availability of technology in classrooms. T. Welch and B. Lueth will be invited to attend a future meeting.
 - 5.5 M. Walters reported on Facilities Master Plan discussions.
 - 5.6 P. Linden reported on the status of the Academic Master Plan meetings, HLC assurance argument and upcoming HLC conference and provided a Course and Curriculum update.
 - 5.7 G. Fredericks reported on the CCSSEE survey and next steps.
 - 5.8 P. Henning reported on Perkins V process improvement discussions.
 - 5.9 The group discussed Barbara T's retirement and next steps.
6. Next Meeting: March 11, 2020 at 8:30 a.m. in room 9318 – SSC Conference Room
7. Highlights from Our Areas – All reported on events in their areas.
8. Adjourn – The meeting adjourned at 10:41 a.m.