

Northland Pioneer College
Instructional Leaders Council
Video 1 System
Friday, November 17, 2006

Agenda

Attendees: *Doug Seely, *Ben Schoening, Gregory Roberts, Trudy Bender, Dan Simper, *Clifton Lewis, Cindy Hildebrand, *Heidi Fulcher, *Donna Ashcraft (alternate for Claude Endfield), *Lee Sweetman, *Mike Spangler, *John Deaton (alternate for Eric Henderson), *Deb McGinty, *Dick Heimann, *Brenda Manthei, Rose Kreher, secretary. (Voting members identified by *) Members not present who did not send alternates: Mark Vest, Jeanne Swarthout, Mike Solomonson, Tom Nagle, Peggy Belknap)

(There were sufficient members present for a quorum.)

Minutes for 10-27-06 meeting were approved on a motion by Seely, second by Deaton.

Curriculum Items:

1. POS 221 Arizona Constitution & Government (course revision) and POS 222 U.S. Constitution (course revision) were denied on a motion not to accept made by Lewis, second by Seely. The vote was 9 to 1 and 1 abstention.

(John Deaton left the meeting so the vote counts will be changed from this point on.)

2. ART 247 Ceramics IV (new course) was approved on a motion by Heimann, second by Schoening by a vote of 9 approve, 1 abstention. Gregory Roberts will submit to CEG for articulation transfer credit

Discussion/Possible Action Items:

1. Procedure for handling approval for online courses
 - a. Ben will send the committee (via Rose) the guidelines developed by IGC to review online course
 - b. Mike says he couldn't see the need for ILC to review online courses as the content should be the same as in a F2F class
 - c. Perhaps a new subcommittee can be formed to view just the functionality of proposed online courses
 - d. Acting chair tabled further discussion until more information is provided to the committee

2. Faculty convocation (missed in fall, need to do in spring), can we find a date?
 - a. No date yet; depends on speaker
 - b. Combining with adjunct faculty forum is okay
3. Procedure for handling recommendations to president on professional development committee recommendations to ILC
 - a. Ben moved that the recommendations from the NPCFA professional development recommendations go directly to the Vice President for Learning with no intermediate approval necessary from ILC. Doug Seely seconded. Motion unanimously approved
4. The secretary cannot excuse representatives who will miss an ILC meeting. Members who cannot attend should send a faculty member alternate.
 - a. Rose will begin noting those absences without appointed alternates in the committee minutes.
5. Change of procedure on capacity approvals from faculty to dean level
 - a. Current: For all classes prior to start of second week in semester, deans' must approve capacity overrides. Beginning the second week of the semester, instructor must approve student add to class and approve capacity override if class is closed.
 - b. Proposed: For all classes prior to start of second week in semester, deans' must approve capacity overrides. Beginning the second week of the semester, instructor may approve student add to class and a capacity override if class is closed, contingent upon his/her dean approval.

Clifton Lewis made the motion to approve version B requiring dean approval on overrides for closed classes beginning the second week of the semester. Seely seconded. The vote was 7 to approve, 2 abstentions.