

Instructional Directors' Meeting  
August 31, 2005  
Minutes

Attending were Ronda Palmer, John Spradling, Bob Gordon, Yvonne Williams, Greta Hecker, Lynn Parks, Wayne Blinka, Terry Conroy, and David Day.

1. John reviewed the dispensation of small classes with the various TCD's.
2. John reviewed with the TCD's who still needed to turn in signed employment contract letters.

ACTION: John asked that copies of all staff appointment letters be forwarded to him, if they haven't been already.

3. John asked for preliminary information regarding part-time faculty needs and overload/large lecture requirements. Directors submitted their data.

John reviewed enrollment figures and noted that 14 students had missed the registration period and appealed to be allowed to enroll after classes began.

John previewed some items that would be covered in the Department Chair meeting later in the afternoon.

Greta noted that there would be a mandatory session for faculty and a mandatory session for supervisors as part of the upcoming professional development day sessions.

David asked if we would be beginning any inter-collegiate sports programs, perhaps in tennis or soccer. John did not think so.

David also noted that ACM may need additional funding for supplies.

There being no further business, the meeting was adjourned.