



CIT Faculty Meeting Agenda February 13, 2009

Attendees: Virginia Werner, Dennis Pippner, Rebecca Lawson, Marvin Harris, Cameron Dean, Joe Werner, Steve Smith, Dan Rafail, Gary Heisler, Karl Dietrich, Don Sheets

I. 12 – 12:10 Opening remarks – Rebecca
Is anyone doing the Portfolio this semester?

- Virginia and Gary said they both attended the seminar and were going to try and do the Portfolio
- Dan Rafail is also working on a portfolio

Has anyone applied to go on sabbatical for fall 2009 or spring 2010? (Affects budget)

- Requirements for Sabbatical: One can apply every 6 years; however the deadline for this coming year was Feb. 2nd. No one is doing this.

II. 12:10 – 12:30 – News and Updates – All
Any updates from college wide committees?
Sponsoring CAITC breakfast status

- Gary has yet to receive word from Chris in reference to CAITC breakfast.
- For LCC CIT Career Day event, Rebecca is checking to see who is going to pay for the event.

Textbook project – please participate!

- There are two lists for the textbook project. One list contains the course and the current book that is being used (or that is listed), the other list is a list of books currently in the book room. We are asking that you please look at both these lists.
- If you are the course coordinator, please make sure the correct book is listed for your course. Also in the list of textbooks of the books currently in the book room - we need to know what books are no longer used so they can be sent to the library for the book bash.

Faculty said make sure that no Instructor copies or manuals are sent to the Book Bash.

III. 12:30 – 12:45 – Scheduling for Fall 2009 progress – All

Vickie Blattner gives it to faculty around late July, and then it needs to be turned into Sheri around Sept 8.

- Spring 2010 schedule is coming in late July

Who will be participating in that process? (affects budget)

- Proposal from Steve: We could form a rotating 3 person committee who would do scheduling for 5 semesters (Summer/Fall, Spring, Summer/Fall). One of the three individuals would take the “larger load,” and receive 3 hours, while the other two individuals would split the other 3 hours. This would be a great cross training piece. By doing this, we could also capture the process to help with training individuals.
- So far, Steve Smith volunteered to be the “larger load” person. Don sheets will be one of the two 1.5 credit folks. Marvin Harris wants to “ISO-size” the process.

IV. 12:45 – 1:30 - Problem Solving - All

What questions do you have about the budget?

- Budget was discussed category by category.

For those sending back input via email, keep the categories straight when providing input. Following the established pattern for communicating needs/requests - no reply means no input for that category.