INSTRUCTIONAL FACULTY CONSORTIUM COMMITTEE (IFCC)

COMMERCIAL DRIVING MEETING MINUTES

Meeting Leader: Kerrie Wilson/Tom Amacher

Recorder: Steve Conway

Location: Cisco Webex

Date: Wednesday, February 05, 2020

Time: 1:30 pm

Attendees: Steve Conway, TCSG; Kerrie Wilson, SRTC; Leslie McFarlin, NGTC; Janett Rasmussen, WGTC; Connie Bland, OFTC; Tim English, CGTC; Nathan Childs, ATC; Joey Wooten, OFTC; Robert Browder, GNTC; Robert Seeman, WGTC; Ricky Strange, SETC; Tom Amacher, STC; Gary Welborn; Tim Murray, CPTC; Vickie Seagraves, ATC; Tommy Ponsell, WGTC; and Mike Engel, CGTC.

AGENDA TOPICS

AGENDA TOPIC	DISCUSSION SUMMARY
Clearing House Queries	Steve Conway welcomed everyone to the Webex and gave a quick overview of the topics for the afternoon. Kerrie addressed the group first briefly explaining some clearing house query items. Both HR and the credit side should register. You must have a p-card ready to purchase a bulk number of queries. A receipt can be emailed after the transaction. Students must get full queries. Use limited queries only for employees. Make sure students do their identity check in the clearinghouse first before you perform a query on them. It works best to do one person at a time though batch is an option.
Postponement of ELDT Ruling	Steve then moved on to an update of the postponement of the ELDT rules. Steve thought this was not a bad thing as it gives all programs time to begin practicing the new standards and working on some best practices as group over the next two years. Kerrie explained that the main weakness most programs would have would be tracking hours BTW and documenting hours and times accurately. The group discussed sharing different forms and talking about ways to standardize this documentation moving forward.
Program Revision Update	Steve closed the meeting by saying that the new course and program standards were ready for colleges to implement at any time this coming year. There were some course number changes but the group agreed these would not be a big deal to change on the college side. Structurally and time wise the new programs were very similar to the existing ones. A few final questions were answered as they came into the chat box. The meeting adjourned at 3 pm.

ACTION ITEMS	PERSON(S) RESPONSBILE	DEADLINE

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ADDITIONAL COMMENTS/NOTES:

[Comments/Notes]

Meeting Adjourned: 3:00 pm

Minutes Submitted By: Steve Conway