

## **IDC MEETING MINUTES**

**October 26, 2021**

**MTC 313**

**1:30 p.m.**

**ATTENDEES:** Lenora Cook, Leroy Cox, Anne Dotterweich, Richard Fort, Jim Lane, Shelia Mauppin, Mickey McCloud, Vince Miller, Larry Reynolds, and Gurbhushan Singh

### **Old Business**

The meeting minutes from the October 12 meeting were posted on InfoHub.

### **New Business**

Guest: Leslie Hardin and Thomas Heard

Leslie Hardin reviewed the FLSA and how it guides hiring practices for exempt and non-exempt employees. She encouraged anyone with specific hiring questions to contact her for clarity.

Thomas Heard reviewed employment and recruitment process changes being implemented in HR over the next year. Training for these changes will be rolled out over several months and will also be accompanied by documentation and training videos on a designated web page. He also encouraged anyone with specific questions to contact him directly.

### LENS

The content reviewed during the LENS program was discussed.

**Action item:** Mickey will follow up with Farrell about what social and operational topics are covered in LENS and what needs to be covered by the department/division.

### Special Topics Course

A course is being developed in Nursing for the PN program to address some gaps in English language skills in applicants. This course will specifically be related to better understanding idioms, slang and a like for ESL students to increase their English language skills and their chances for successfully completing the PN program.

The meeting adjourned at 3:30 p.m.