

KALAMAZOO VALLEY COMMUNITY COLLEGE

Academic Leadership Council

Meeting Minutes

12:15 pm

Friday January 6, 2017

TTC 4230

**Present:** Officers and voting members: R. Adams, C. Almeda, D. Benard, J. Brady, R. Cipicic, S. Cutler, M. Dey, K. Dockerty, H. Fish, K. Grubka, S. Hughes, P. Jonas, R. Kraas, D. Martin, E. Martin, N. McClure, A. Moss, S. Myers, C. Oliphant, J. Ott, S. Ott, D. Pantaleo, S. Pernie, D. Posther, B. Purdy, A. Rogers, C. Schauer, J. Shouldice, T. Sypris, L. Taylor and S. Walman.

**Non-voting attendees:** R. Bair, D. Bertch, D. Coates, L. Cosby, M. Collins, P. Eagan, G. Fredericks, P. Henning, D. Lindsley, D. McCurdy, C. Miles, B. Reynolds, B. Taraskiewicz and J. Taylor

1. Call to Order-The meeting was called to order at 12:30.
2. Meeting Minutes of December 2, 2016-Minutes approved with one change to 7.2. Add “Deb apologized to the Communication Department for her comments at the November meeting regarding the department’s involvement with Early Middle College, and acknowledged the department’s willingness to positively engage in Early Middle College efforts.
3. Review/Revise/Approve Agenda-A motion was made to add 8.3 Fitness Fees under New Business. The motion was seconded and carried.
4. Guests –
5. Officer Reports-
  - 5.1 Chair- Kevin Dockerty-Executive committee will meet with Dr. Schlack before the February meeting.
  - 5.2 Vice Chair- Philipp Jonas Survey Monkey will survey whether the First Friday is the best Friday for the ALC meetings.
  - 5.3 Secretary- Cynthia Schauer reported that there were four concerns discussed since September and only one has been resolved.
    - In October, a motion was made to have the executive committee develop a proposal regarding proxy votes. It was seconded and carried. The ALC executive committee will begin working on the proxy vote policy.
    - Dennis will work on the compensation for chairs.
    - Academic Dishonesty Policy was completed and approved.
    - In November, there was a motion made that KVCC’s Early Middle College reopen discussions with Parchment High School regarding the ENG 111 class to be taught there next semester with the goal of replacing the high school instructor with an instructor of the English Department’s choice. This situation was resolved with the help of the ENG department.
  - 5.4 Master of Committees- Jenny Ott-No report

- 5.5 Faculty Liaison- Steven Walman reported that Dennis is working on the online Organizational Chart and that Jim Taylor is working on an office door policy.
- 5.6 Parliamentarian- Mary Dey-No report

6. Academic Services –Dennis Bertch

6.1 Course & Curriculum

- A motion was made to inactivate MATH 114 and to approve MATH 115 as a replacement. This is a change in credit hours and content (see handout).
- A motion was made to accept the strategy change for TRS 104, First Year Experience, from a two credit to a three credit class. The motion was seconded and carried (see handout).
- A motion was made, seconded and carried to approve the program revisions (see handout).

7. Unfinished Business

7.1 Early Middle College- Deb Coates reported

- that she met with staff to shift classes to a 7:45 starting time. Classes beginning at 9:45 will not be considered until fall of 2018.
- that for the fall 2016 semester, there was a 4% failure rate. Of these 3% of the students earned a 1.5, 3% earned a 1.0, 1.5% earned a 0.0, .05% withdrew and .05% received an incomplete
- that she will bring data to the February 24 meeting breaking down the failure rate of the students based on MOU I and II.

8. New Business

- 8.1 Early Middle College Vision Statement- Jenny Ott briefly discussed the Early Middle College Vision statement which was presented as a first reading. She will meet with Deb Coates to talk about it.
- 8.2 Recruitment Efforts- Mike Collins discussed recruiting efforts. The college is recruiting in 10 counties.
- 8.3 Fitness Fees-Joe Brady discussed the fitness fees. A motion was made that the ALC support the removal of the fitness center fees for students. It was seconded and carried.

9. Meeting dates times

- 9.1 Upcoming meetings- Feb. 3, Feb. 24, April 7, May 5-A motion was made to change the starting time of the February 24 meeting from 1:00 to 2:00. It was seconded and carried.

10. Other

- 10.1 Thank you to Dennis for providing lunch for this meeting.
- 10.2 Scott Myers and Rick Kraas will meet to discuss standardization of degree requirements.

11. Adjournment A motion to adjourn the meeting at 1:36 was seconded and carried.