

Kalamazoo Valley Community College
Academic Leadership Council
Meeting Minutes
1:00 pm
Friday, December 1, 2017
Texas Township Campus – Room 4370 & 4380

Present: Officers and voting members: C. Almeda, G. Barton Beery, D. Benard, J. Brady, B. deDie, K. Dockerty, K. Grubka, P. Jonas, R. Krass, E. Martin, N. McClure, A. Moss, C. Oliphant, J. Ott, S. Ott, D. Pantaleo, D. Posther, B. Purdy, A. Rodgers, C. Schauer, J. shouldice, and S. Walman

Non-voting attendees: D. Bertch, T. Buszek, M. Collins, P. Henning, D. Lindsley, D. McCurdy, J. Ratliff, B. Reynolds, B. Taraskiewicz, M. Walters, J. Stotz-Gosh, and N. York

1. Call to Order – The meeting was called to order at 1:05pm.
2. Meeting Minutes of November 3, 2017 – Stand as written.
3. Review/Revise/Approve Agenda – Adding Julie Stotz-Gosh as guest
4. Guests – Julie Stotz-Gosh, spoke on the issue of gender equality and inclusion. Julie asked for support from the ALC Committee on creating a Gender Inclusion Committee. Philip Jonas brought forth a motion in favor of this committee and the motion was seconded by Steve Ott and the motion was carried to create an exploratory committee for a Gender Inclusion Committee. If an individual is interest in joining this committee, you may contact Julie Stotz-Gosh or Jenny Ott.
5. Officer Reports –
 - 5.1 Chair – Kevin Dockerty- Reminder that the priorities for the college are retention and enrollment, and the role that each person can play in assisting with this effort. A reminder that the Deans are being asked to create KPIs (Key Performance Indicators) that will give data towards this effort.
 - 5.2 Vice Chair – Philipp Jonas- The one question survey for January discussion is, “If Moodle grade book function was made mandatory, would you support this; if not, why?”

There was an update on the SESSE Committee in that the sub-items are being narrowed down.

Meeting times where discussed and revised to the following dates: February 2 & 23, April 6, May 4, and June 1 at 1:00pm. Winter Seminar days will also have a session. Looking towards fall 2018 semester, ALC meeting times will remain the same as they have been for winter 2018.

A motion was brought forth to pass the dates of ALC by Jenny Ott and where second by Gloria Barton Berry, motion passed.

5.3 Secretary – Cynthia Schauer, No report

5.4 Master of Committees – Jenny Ott, No report

5.5 Faculty Liaison – Steven Walman discussed student professional clubs in regards to faculty being compensated for their time. Further discussion will take place in this effort.

6. Academic Services –

6.1 Other – Dennis Bertch –

- Effective December 16, 2017, Patti Henning will assume the role of Dean of Instruction for Health Careers & Sustainable Foods in addition to her current role as Director of Nursing. Perkins will also report to Patti. Dean Tom Buszek will be retiring effective January 1. Tom's current areas of responsibility will be reassigned as follows: ACC, BUS, CIS will report to Paige Eagan. AUTO, CNST, ELT, HVAC, EDMT, and WELD as well as apprenticeships and internships will report to Deb Coates. FIRE and LEN will report to Billy Reynolds.
- The position of Dean of Instruction for Business, Industrial Trades, and Public Service will be posted in the near future along with a call for members for the interview committee.
- For the Schedule of the Schedules common dates of different events at the college will be included in order for adjunct to be properly informed. An updated schedule will be available at the next meeting.
- If faculty has students who make complaints that are in regards to sexual harassment or sexual misconduct, direct complaints to Rick Ives.

7. Unfinished Business

7.1 Early College – Deb Coates, No report

- Withdrawal Language – Steven Walman discussed withdrawal language being adopted into Class Assignment Schedules and the Faculty Instruction Manual. Further discussion was had that the language should not be required but recommended. Other options were discussed as to how to better notify students of this language and the new CRM will be able to assist with this issue once it is live.
- The changes from required to recommended was accepted and the motion to accept the withdrawal language to be recommended to be included in Class Assignment Schedules was brought by Steve Walman and seconded by Cynthia Schauer. The motion was passed.
- The language to be included in Class Assignment Schedule is as follows:
“When considering whether or not to withdraw, you should understand that having withdrawals on your transcript may place you at a disadvantage with transfer

institutions and future employers. Please see me, a counselor, or a financial aid adviser before you decide to withdraw. These experts can help you review all of your options.”

8. New Business

8.1 No new business to report

9. Meeting dates times

9.1 Upcoming meetings – Winter 2018 – Friday Meeting Date (all 1pm)

- 2/2 (5830)
- 2/23 (4370 & 4380)
- 4/6 (4370 & 4380)
- 5/4 (4370 & 4380)
- 6/1 (4370 & 4380)

10. Other –

- Denise Bertch informed the Testing Centers at both TTC and AWH will have extended hours during finals week in order to accommodate students.
- The AWH Testing Center will be closed for renovations starting on December 18. Students will need to take their finals at TTC location only.

11. Adjournment – The meeting adjourned at 2:19pm.