

# KALAMAZOO VALLEY COMMUNITY COLLEGE

## Academic Leadership Council

### Meeting Minutes

1:00 pm

Friday, September 29, 2017

Healthy Living Campus - room CAH 223

**Present:** Officers and voting members: C. Almeda, G. Barton-Beery, D. Benard, J. Brady, K. Dockerty, K. Grubka, S. Hughes, P. Jonas, R. Kraas, E. Martin, N. McClure, A. Moss, C. Oliphant, J. Ott, S. Ott, D. Pantaleo, B. Purdy, A. Rodgers, and J. Shouldice,.

**Non-voting attendees:** R. Bair, D. Bertch, T. Buszek, D. Coates, M. Collins, L. Cosby, P. Henning, D. McCurdy, J. Ratliff, B. Reynolds, and B. Taraskiewicz

1. Call to Order-The meeting was called to order at 1:04pm
2. Meeting Minutes of August 31, 2017-Stand as written
3. Review/Revise/Approve Agenda-Add Gloria Barton-Beery under new business and Rick Kraas under unfinished business.
4. Guests – None
5. Officer Reports-
  - 5.1 Chair- Kevin Dockerty attended the Admin Plus meeting. This year, the Admin Plus group is focusing on enrollment/retention and guided pathways. The group will use Key Performance Indicators (KPI) and get statistical data to guide their work.
  - 5.2 Vice Chair- Philipp Jonas discussed the survey question and is considering a survey on how the Early Alert/Counselor Connection is used by this group.
  - 5.3 Secretary- Cynthia Schauer was not at the meeting but a year-end report of the accomplishments of the ALC will be sent out with the chair report.
  - 5.4 Master of Committees- Jenny Ott reported that the department center list has been updated for this year.
  - 5.5 Faculty Liaison- Steven Walman had no report as the one item he had been working on was resolved.
6. Academic Services
  - 6.1 Course & Curriculum- Dennis Bertch brought program revisions and new programs for the CIS curriculum. A motion was made to accept the changes to the CIS curriculum. The motion was seconded and carried (see handout).
  - 6.2 Other –Dennis Bertch reported that
    - CCSSE meetings were held earlier in the day. The group will meet every 3-4 weeks to work on the results of the surveys.
    - The college will be looking at enrollment trends over the last three years' fall semesters to see where we need to spend additional time and energy (see handout).
    - Dennis provided an overview of ASAP (Accelerated Study in Associate Programs) designed by the City University of New York and launched in 2007. More recently, this same ASAP model, was adopted by several community colleges in Ohio, The program, as designed, is intended to boost academic momentum for at risk students and support associate degree seeking

students through comprehensive advising, financial assistance/supports, and structured educational pathways. Outcomes have demonstrated a 3-year graduation rate of 52.4% compared to 24.4%. KVCC is planning to incrementally build an ASAP model, much like the Ohio Community College model, adjusting program components to fit the context of KVCC students. KVCC would launch the program in fall 2018 for an initial 150 students. Specific information will be shared once developed and available.

7. Unfinished Business

7.1 Early College-Deb Coates

- A motion was made to support MOU 3 for WPE 112 EC classes. It was seconded and carried.
- Information for winter classes will be coming in November.
- An email was sent to all faculty who had an EC student who received a W, 0.0 or a 1.0 to glean information on how to help these EC students who are not passing his/her class. Some suggestions included a CASPeR for EC students and a letter similar to those letters sent from the Office for Student Access. A motion was made to table this discussion until the winter semester.

7.2 Schedule for schedules-Rick Kraas discussed the scheduling process. A schedule of schedules is needed so that all faculty will know what is happening and when the deadlines are. A motion was made to create a schedule of schedules. It was seconded and passed. Dennis will look at this process along with Kelly Sparrow, Becky Herington and Bonnie McGee.

8. New Business

8.1 Gloria Barton Beery reported that the nursing department is looking at using more Moodle testing and more testing outside the classroom. Student response has been lukewarm. The Nursing department would like to know how other departments are handling computerized testing, time limits, using the testing center and ensuring that tests are secure.

9. Meeting dates times

9.1 Upcoming meetings- Fall 2017 - Friday Meeting Dates (all 1pm)  
-11/3 (4370/4380)  
-12/1 (4370/4380)

10. Other-Beth Purdy will have the children's book she recently self-published as well as the artwork in the book on display at the October Art Hop.

11. Adjournment-The meeting adjourned at 2:41pm.