

Academic Leadership Council
Meeting Minutes
3:00PM
Thursday, January 7, 2021
Zoom

Present: Officers and voting members: C. Almeda, C. Barrett, D. Benard, J. Brady, K. Dockerty, H. Fish, K. Fuchs, C. Gearig, G. Gross, K. Grubka, V. Hileski, P. Jonas, T. Keena, W. Kring, D. Loucks, E. Martin, N. McClure, B. Murray, S. Myers, J. Ott, S. Ott, S. Pearson, B. Purdy, K. Rivard, J. Rix, C. Schauer, J. Stotz-Ghosh, S. Walman

Non-voting attendees: M. Adams, R. Bair, G. Bielby, D. Coates, D. Coblenz, L. Cosby, M. Collins, D. Cunningham, W. deDie, L. Depta, R. Durkee, P. Eagan, K. Ferraro, G. Fredericks, R. Higginbotham, P. Henning, S. Hubbell, T. Hughes, P. Joswick, T. Labadie, D. Lindsley, D. Martin, K. Miller, D. Multer, C. Pruis, W. Reynolds, C. Ross, T. Shane, T. Sypris, B. Talsma, L. Taylor, L. Thomas, J. Wagner, M. Walters

1. Call to Order –3:01pm
2. Review/Revise Agenda- add Tim Welsh, IT guest under 4.1.
3. Meeting Minutes of December 4, 2020- approved
4. Guests –
 - 4.1. Tim Welsh – Information Technology updates- Firewall upgrades will take place on a Friday night. Notice will go out before this takes place. Single sign-on servers are being updated. New vendor for fishing issues. Tim will report back in Feb.
 - 4.2. Kelly Sparrow – Academic Scheduling Coordinator; Calculating and Understanding Course Strategies- presented on the definition of the numbers that make up a course strategy. Kelly has a detailed PowerPoint on this definition. If you are interested in a copy, contact Kelly.
5. Officer Reports
 - 5.1 Chair – Jenny Ott- no report
 - 5.2 Vice Chair – Philipp Jonas-no report
 - 5.3 Secretary – Cheryl Almeda- no report
 - 5.4 Master of Committees – Cynthia Schauer
 - Committee on Committees report- committee chairs need to submit their membership roster and committee charters using the template in the next two weeks. An email will be going out soon in regards to this.

5.5 Faculty Liaison – Steve Walman- asked if the student waitlist for the semester could be extended into the beginning of the semester. S. Hubbell explained the reasoning behind the day that the waitlist ends. This is to give contacted students enough time to register for a course before the registration system is opened up for a first come basis.

6. Academic Services – Paige Eagan

6.1. Course & Curriculum Committee, with Joe Brady

- Course Changes in DHY: 105 & 106. Take effect winter 2022. Motion for course changes brought by P. Jonas, 2nd by E. Martin, motion passed.

6.2. Update on Services- Services will return to campus on Jan. 11. Will continue to serve students remotely and in-person. W. McElhone informed that the museum is preparing to open via a socially distance experience.

6.3. Assessment – Deb Coates

- February 5th is the due date for current assessment plans for each department to be uploaded in Canvas. The Canvas shell contains assessment files. There is a file for each department. Reminder that a department can restart the process due to COVID.

6.4. Incomplete Contract- Information on updated incomplete contract is available. See handout. Templates are available for use. Incomplete contracts can go for a year, but a smaller window, typically, has better student outcomes.

7. Early Middle College – Deb Coates

- Provided end of the semester data. There were 424 EMC students for fall 2020 semesters with an overall GPA of 2.9. Revue gained from these students was \$570,000, including fees. Dual enrollment student's fall 2020 GPA was 3.33. Total revenue brought in between EMC and dual enrollment was over a million dollars.
- A message will be sent to the winter 2021 students informing that there will be no spring break at the college.
- Students are required to turn on their computer cameras for their college courses. A list will be sent out to faculty that have EMC/dual enrollment students in their courses for the winter 2021 semester.
- D. Coates has no info on ACT testing at this time.

8. Ed2Go and Groves update – Kate Miller

- Demand is increasing in all areas. Corporate training will offer sessions from Summit Days presenters. Ed2go has two new class offerings.

9. Faculty Success Center- Gail Fredericks

- Third party integration process is underway. Working on creating a website that will contain all info. Contact the G. Fredericks with any third-party requests.
- Issues with New Quizzes in Canvas. These issue have been escalated up the support chain for resolution. Faculty should continue to use Classic quizzes until further notice.
- Other Canvas issue include faculty changing the end date of their course. Further discussion will take place with the deans & provost regarding this issue.

10. Unfinished Business-

10.1. Learning and Testing Center - D. Lindsley, the advisory committee will be meeting next Friday at 3pm. Testing center is by appointment with an increase in the number

of testing blocks offered for winter 21 semester. Remote testing is one-on-one. If you are using the testing center, do not use Respondus monitor. Lindsley will send out

information to the faculty.

11. New Business –

11.1. Library updates – Mark Walters, the library is continuing curbside service from 8am to 5pm Monday-Friday.

- There are still plenty of laptops and hot spots to give out to students.
- If a student already has items checked out those items will auto renew for students who registered for winter 2021 classes.
- Students can send in their printing needs to libraries@kvcc.edu.
- In-person services will start on Jan. 11 on the upper level only.

12. Outstanding Issues and Updates

12.1. COVID on Campus – updates and report – Mike Collins, the number of positive cases from the end of December where 61 students tested positive for COVID, 30 of those

student were at TTC. Employees had 10 positive cases at TTC, 3 at ACC, 2 BHLC, 3 were remote employees.

12.2. EvaluationKIT – Mary Morehouse

- Fall 2020 Terms 1& 6 response rates – 60.69% total of 7, 916 surveys completed compared to fall 2019 response rate of 37.77%.
- Fall 2020 Term 2 response rate of 70% & Term 4 response rate of 55.78%.

12.3. April's ALC meeting: options, Friday, March 26 or Friday, April 9. *

13. Upcoming meeting dates and times

13.1. Friday, February 5, 1:00pm via Zoom

13.2. Friday, March 5, 1:00pm via Zoom

13.3. * April meeting TBD

13.4. Friday, May 7, 1:00pm via Zoom

13.5. Friday, June 4, 1:00pm via Zoom (as needed)

14. Other –

14.1. Reminders

- Assessment plans – due Feb. 5th in Canvas
- Calendar Memos – schedule prep dates & long/short calendars
- CASPeRs 2.0 – taskforce to form in January – call for members.

14.2. “Above and Beyond” – Cheryl Almeda

- Susan Pearson- shout out to all health administration and faculty for all their efforts in the fall 2020 semester with quick changes and student's success. Proud of students in respiratory program and the 2nd year students who have been taking care of COVID patients.

14.3. Kudos, gratitude, and good wishes to Mike Collin as he retires!

15. Adjournment – 4:33pm