

Academic Leadership Council
Meeting Minutes
1:00PM
Friday, April 1, 2022
Zoom

Present: Officers and voting members: C. Almeda, D. Benard, J. Brady, D. Brock, D. Colblentz, K. Dockerty, H. Fish, K. Fuchs, C. Gearig, K. Grubka, V. Hileski, J. Hunerjager, P. Jonas, T. Keena, D. Loucks, E. Martin, S. Myers, J. Ott, S. Ott, S. Pearson, C. Pruis, B. Purdy, K. Rivard, C. Schauer, S. Walman, L. Wells

Non-voting attendees: D. Alexander, R. Bair, A. Cederberg, D. Coates, C. Cockerel, W. deDie, L. Depta, M. Dunneback, P. Eagan, T. Hamann, A. Hilliard, S. Hubbell, C. Jbara, D. Lindsley, T. McFadden, A. Moore, M. Morehouse, C. Olson, W. Reynolds, E. Shufro, B. Talsma, R. Wagner

1. Call to Order – 1:02pm
2. Review/Revise Agenda –
 - Item 4.4 - G. Vernon added to Welcome.
 - Item 5.1 - R. Panico unable to attend, D. Alexander will deliver Commencement Information.
 - Item 5.4 – S. Hubbell additional information.
 - Item 9 - G. Fredericks unable to attend, P. Eagan will deliver Faculty Support information.
3. Meeting Minutes of March 4, 2022- Approved
4. Welcome...
 - 4.1. Dean Tanya McFadden – Health Careers and Sustainable Foods
 - 4.2. Dean Erin Shufro – Math and Health
 - 4.3. Dean Mark Dunneback – Business, Trades, and Services
 - 4.4. Gabrielle (Gabby) Vernon – Office Manager (located at TTC Faculty Reception)
5. Guests
 - 5.1. Dannie Alexander – Commencement Information
 - Sunday, May 1st, 2:00pm
 - RVSP notification received by the students in their emails as of 3/30/22.
 - In person at Miller Auditorium.
 - If students do petition to graduate late, they should receive a link to RSVP at a later date.
 - 5.2. Aaron Hilliard – Human Resource updates
 - New Hiring Process for Part-time Instructors.
 - Old process will be continued until new workgroups meet over summer.
 - Some Department Chairs to be involved in the pilot program for PT hiring process.
 - Additional information about allowable candidate questions in interviews.
 - Rebecca Craft – New Hire for the Employee Benefits department in HR.

5.3. Craig Jbara – update on Strategic Business and Community Development (see attachments)

- Programs and Infrastructure to address Business, Workforce and Community Needs.
- Non-credit training; competency based.
- Guiding Principles outlined in slides.
- Primary operations: Career Academies, Corporate Training, Continuing Education, Facility Rental, Technical Training (Wind Academy)
- Life-Enrichment programs / Community Outreach.

5.4. Sarah Hubbell – updates on “Part of Terms”, and demo using Dynamic Forms for Authorization for Registration Exemption & Instructor Directed Withdrawal Forms

- Semester action date changes, registrations date adjustments.
- New policy - 7 days Drop/Add policy for any part of term, any semester, any class in any modality.
- Drop with a refund period – students have an additional “10th % of term”
- Withdrawal deadline is now full two weeks before the end of class.
- Chart with dates available online / starting Summer 2022.
- Authorization Registration Exception (ARE) and Instructor Director Student Withdrawal forms are under MyValley - My Links.
- Director Student Withdrawal used sparingly, contact appropriate Deans before using this option.

6. The Shuffle – Doodle request – Conversation on Academic Leaders’ duties and definitions, etc.

- Doodle request for May dates - ALC meeting.
- Link to last ALC meeting’s Shuffle results: <https://forms.gle/1Kwo9vSKXbL3dRsu5>
- The Shuffle question - What is one goal the ALC should set for next year?
<https://docs.google.com/forms/d/e/1FAIpQLSdAG9igWbpeZIJJzqYnbdCrvsda18Qx4pUUrqujhDi-WADtIg/viewform>

7. Officer Reports

7.1. Chair – Jenny Ott

- April 15th – Bookstore orders due.
- Inclusive Access concerns.
- ALC reviewing charter and membership list.
- Independence Day Recess – July 2nd – 8th

7.2. Vice Chair – Philipp Jonas

- No report

7.3. Secretary – Cheryl Almeda

- No report

7.4. Master of Committees – Kevin Dockerty

- No report

7.5. Faculty Liaison – Erick Martin

- No report

8. Academic Services – Paige Eagan

8.1. Course & Curriculum – with Joe Brady

- Course Changes:
 - BREW 130- strategy change from a 3-2.5-1 to a 3-2-2
 - Motion to approve strategy change BREW 130 brought by S. Walman, 2nd by K. Grubka – motion passed.
 - BUS 100, 107, 113, 114, 145- strategy change
 - Motion to approve strategy change in BUS brought by E. Martin, 2nd by C. Schauer – motion passed.
- Course Inactivation –
 - BUS 112- Windows Operating System inactivation
 - Motion to approve course inactivation brought by E. Martin, 2nd by C. Schauer – motion passed.

8.2. Calendar Workgroup to reconstitute with previous members and new members to review the proposed 24-25 calendar and sequencing as a result.

- Former calendar workgroup members will receive emails requesting their service; new members will be added.

8.3. EAA Retreat Update from March 23, 2022

- Excellence Academic Advising retreat went well. Thanks to those that participated.
- April 29th – Another opportunity for faculty support and feedback.
- KV Focus Plus for more information.

8.4. Update and Announcements

- April is Community College Month.
- Visit Kvcc.edu/ccmonth for events.
- KVCC's HLC annual report has been submitted.
- EMT and RCP – Great work with their site visits.

9. Faculty Support – Paige Eagan – update on The Summit, May 6, 2022

- May 6th – Faculty Summit / TTC
- Breakfast at 7:30am-9:15am
- Lunch will be provided by Dr. Washington.
- ALC meeting in afternoon / Break-out sessions.

10. Unfinished Business

- No report

11. New Business

- No report

12. Outstanding Issues and Updates

12.1. Covid Updates – Dannie Alexander

- Visit kvcc.edu/coronavirus website for up to date information.

13. Upcoming meeting dates for 2021-2022

13.1 May 6, 2022 @ TBD – Please be aware this meeting will be in person, not on Zoom. Room TBD.

13.2 June 3, 2022 @ 1PM – Special Meeting - TBD

14 Other

14.1 Reminders & Announcements

- Taps on Tuesday - April 26th.

14.2 “Above and Beyond” – Cheryl Almeda

- J. Ott recognized the tremendous work M. Morehouse has done with minutes for the ALC.

15 Adjournment – 2:58pm