Academic Leadership Council
Meeting Minutes
1:00 PM
Friday, March 1, 2024
TTC 4370-4380

Present: Officers and voting members: C. Almeda, D. Benard, J. Brady, C. Gearig, O. Hadzic, S. Hughes-Winfrey, J. Hunerjager, T. Keena, E. Martin, V. McCann, N. McClure, S. Myers, J. Ott, S. Ott, S. Pearson, C. Pruis, B. Purdy, J. Ratliff, A. Rodgers, J. Stotz-Ghosh, S. Walman

Non-voting attendees: M. Adams, D. Alexander, R. Bair, N. Bergan, M. Dunneback, P. Eagan, A. Fontaine, P. Grohs, S. Hubbell, K. Lavender, D. Lindsley, A. Moore, K. Naatjes, L. Orr, H. Parmelee, S. Postula, A. Quinones, J. Ramsey, W. Reynolds, A. Siebers, A. Snead, S. Tanis

1. Call to Order – 1:03 PM

2. Review/Revise Agenda –
   - Item 3 Added– Approve February 2024 Minutes.

3. Meeting Minutes of February 2, 2024 – Approved

4. Guests

5. Officer Reports
   5.1. Chair - Jenny Ott –
   - No Report
   5.2. Vice Chair - Philipp Jonas –
   - Grading Procedures/Timelines Subcommittee Meeting – Research and data collections on turnaround times from other community colleges. Van Buren Tech provided input and perspective.
   - Student Clubs & Organizations – Contact is Miranda McDowell.
   - Online and blended course updates to be discussed at the April ALC meeting.
   5.3. Secretary - Cheryl Almeda –
   - No Report
   5.4. Master of Committees – Kevin Dockerty –
   - Dannie Alexander – Full assessment of security systems at Anna Whitten Hall / will implement process for any necessary improvements.
   5.5. Faculty Liaison – Erick Martin –
   - No Report

6. Academic Services – Paige Eagan
   6.1. Course and Curriculum, with Joe Brady – No Report
   6.2. Other
   - Allison Moore, Part Time Faculty Xitracs Update – 81% completed.
   - Master Syllabi notations due on April 29th
   - Early Middle College Testing update – Multiple dates for each partner.

7. Faculty Support – Gail Fredericks
   - No Report

8. Unfinished Business
   8.1. Preferred Names Committee – now called "Used First Name" -- under review
   8.2. Evaluation Kit –moving to new questions is on hold at this time
   8.3. FERPA template, Sarah Hubbell (coming April 2024)
   8.4. Grading Procedure subcommittee – see item 5.2 – 2nd meeting in April.
   8.5. AAS degree subcommittee – Christine Pruis shared meeting updates.

9. New Business

10. Outstanding Issues and Updates
    10.1. Enrollment Reporting – more full-time students / less part-time students. Age demographics and trends shared.

11. Upcoming meeting dates for 2023/2024— 1PM—4370/4380 TTC.
    - April 5
    - April 26 – Summit

12. Other
    12.1. Reminders & Announcements
    12.2. Shout Outs!

13. Adjournment – 1:24 PM