

KALAMAZOO VALLEY COMMUNITY COLLEGE
Academic Leadership Council
Meeting Agenda
1:00 pm
Friday, May 4, 2018
TTC 4370/80

1. Call to Order
2. Meeting Minutes of April 6, 2018
3. Review/Revise/Approve Agenda
4. Guests – Sarah Hubbell-Schedule Format- sort by day and time of day.passed out what new layout will look like. Easier for students.web will change once goes to banner 9. Web schedule will look different. For winter 19 publication. Night classes would go at the end of that particular day. Maybe in future have night classes look different. Maybe have blended look different. Standard classes, blended classes, night classes

EJ Bast-Demographics Report, western interstate commission for higher education from 2000 to 2030. High school graduates from 2013-2020 nation has increased but Michigan has declined. Report went from national level to Midwest level to Michigan levels. Michigan is the 8th highest producer of high school graduates in spite of the decline. Our market share is between 16 and 14%. In 10 years our enrollment has dropped by 30%for fall, 35% for winter and ? for summer. Consider right size , adapt to changing trends, project future demand and need.

Question: do we know how the ressession effect kvcc- yes it is a factor, create a 3 and 5 year plan.

Before 2009 when we were more consistent what would the present numbers compare. The compared numbers are comparable to 1980 levels.

Slides from presentation will be shared. Will be sent to kevin who will share with the group

Why do students from other counties come to kvcc, types of programs that we offer or they like the atmosphere or environment.

Decrease by \$9 million in fees but students expect different services compared to past years.

how many course and or credit hours were offered in the 1980s?

5. Officer Reports-

- 5.1 Chair- Kevin Dockerty- remind a few tweaks to the anitlites dash board, Kathy johnson
- 5.2 Vice Chair- Philipp Jonas, no report
- 5.3 Secretary- Cynthia Schauer, no report
- 5.4 Master of Committees- Jenny Ott, representation at alc, culinary, brewing
- 5.5 Faculty Liaison- Steven Walman, when we loose a full time faculty we wiat a year before hiring replacements. Bertch- responded and said that we don't always refill the position right away. Lots of factors to look at in order to make appropriate hirings and recommendations. Needs board approval also. Would like to re-look at some of the positions that have been requested.

Second question- adjunct who have been with us a long time and that are leaving it would be nice if the college would send a letter thanking for their services. Bertch will take up the cause

6. Academic Services

- 6.1 –Guidelines for Programs of Study and Course Creation (2nd Read)- Dennis Bertch

-Course & Curriculum-Dennis Bertch, 2nd reading for course and curriculum. Condensed the document for 2nd reading, checklist for creating a course, last two pages are the process flow.

Question, will there be a lead person to take instructors through the process, Kelly sparrow will be the contact to move things through course and curriculum. Would experiently classes have to go through this process? Bertch- pilot courses can go 2 or 3 semester before going to C & C. If it is part of the program of study it would need to go through C& C first.

Changes can go through C & C course in three months if everything is in place.

Pjillip joneas motioned to approve C & C course revision, motion approved it is 2nd by? Motion passed.

Moved to approve course revisions was jenny ott 2nd by kim grubka, motion passed.

Motion to approve by ?, Jenny ott 2nd the motion of automotive, motion passed

Students are no longer gaurenteed positions in our health career programs. Looking at the program of study for health career programs. Students going into health careers would go to a general studies health career program then accepted to program would go under that heading. Students this way would be able to take classes that would apply to their bachelors program while they wait to get into the specific health career program

Motion to approve Erick martin -, 2nd joneas by this is for health sciences general studies, AAS, motion passed.

7. Unfinished Business

8. New Business

8.1 Online Academic Integrity- Gail Fredericks and Scott Myers- 3 handouts, organize your course in a way that will be best for your students. Should be evaluating your online course using these steps, third document on how to prepare an online course. motion to approve by scott myers , motion 2nd by- steve ott, Philip Jonas, not a good idea to use an external document for our online courses. Motion is for sharing of document of best practices in online academic integrity page. kevin dockerty is opposed to the motion and will not be voting, needs stronger language. Wants the bar higher for verification of who students are for online courses. Dawn panteleo is also opposed to the motion too. Lots of discussion about students verifying who they are in regards to both traditional and online courses. Meyers moved to end debate and Jonas 2nd, motion passed-debate ended. Motion did not pass. Put on future agenda for more discussion.

8.2 Adjunct Onboarding- Gail Fredericks and Jenny Ott, level one and level two have been created. Changes are as follows: meet with office manager, meet with department chair. For step two changes, CAS, Ideas, workshops added, blended with online and face to face. Adjuncts will still receive \$200 stipend for completion. All voluntary for adjuncts.

8.3 ALC executive positions for 2018-19- Kevin Dockerty, two position for next year chair and secretary. Jenny ott purposing that positions start in January. Motion to move to January elections by have elections in November. For fall semester only put on fall agenda to move to January. Motion brought forth by p. Jonas, motion 2nd by r. kraas, motion is passed with s. meyer opposing. And j. shouldice abstaining. Motion dockerty and C. Schauer extension motion brought by S. Ott r. Kraas 2nd, motion passed.

9. Outstanding Issues

1. Fixing the schedule format to reflect day/times in sequence
2. Online forms are hard to use and do not or transfer information easily
3. Questions about students who would like to sit in on a class as a 'guest'
4. Mechanism for assistance for students who suffer from depression and/or have had various kinds of trauma in their lives
5. Stipend for student clubs
6. Voting representation on ALC

10. Meeting dates times

- 10.1 Upcoming meetings- 6/1?, Seminar Days if new president can not come to the june 1st then no meeting. Jonas will do a survey for june meeting.

11. Other

12. Adjournment 2:51pm