

KALAMAZOO VALLEY COMMUNITY COLLEGE  
Academic Leadership Council  
Meeting Agenda  
1:00 pm  
Friday, October 5, 2018  
TTC 4370/80

1. Call to Order 1:01pm
2. Meeting Minutes of August 30, 2018
3. Review/Revise/Approve Agenda 8.4 almeda will speak about clubs
4. Guests – none
5. Officer Reports-
  - 5.1 Chair- Kevin Dockerty, will be transferring chair responsibilities to scott myers, no one else is interested in the position. Motion to transition to scott
  - 5.2 Vice Chair- Philipp Jonas, no report
  - 5.3 Secretary- Cynthia Schauer, no report
  - 5.4 Master of Committees- Jenny Ott, communicating for representation on alc for all departments. Interested in someone coming forward to rewrite by laws and Jenny will help but not lead, this will not be time consuming
  - 5.5 Faculty Liaison- Steven Walman, AC issues for athletic events-way to hot, mike Collin- we might be able to use fans in the mean time
6. Academic Services –Dennis Bertch
  - 6.1 Course & Curriculum (attached), Com 115 move to inactive this offering along with MAT 230. Motion by Jonas and seconded by erik martin, motion passed  

Course revision-point 2 on hand out, motion by jenny ott seconded by dan benard, motion passed

New courses-point 3 on handout, motion to accept HVAC 224 motion brought by erik mattin seconded by jenny ott, motion passed

Point 4 brought by phillip seconded by Jenny ott, motion passed
  - 6.2 Academic Schedule Changes Feedback, how much time would it take if we move to 7 ½ week structure would increase by 15 minutes, thanksgiving time block eliminate the week break in between the two 7 ½ week- Dennis will be sending notes to me to add to the minutes, Labor day should we move to starting before labor day and align with WMU- include Dennis language from handout he will provide
  - 6.3 IDEA Survey Committee, faculty serving martin, ott, vandonasell, pantaleo, purdy, fish- get list of names from Deb Coates
  - 6.4 Full Year Schedules, reached out to sarah Hubbell and her thoughts where understanding a schedule prep would have to happen well ahead of time. All curriculum changes would need to receive board approval in January, cause confusion for students potential, financial aid implementation such as e-cars, students changing their schedules,
  - 6.5

- 6.6 Guest Students, can identify options of on class roster dennis is exploring this option of using the class roster
  - 6.7 Class Assignment Schedule Recommendation, statement about language in CAS about accommodations- Dennis will provide me the language to include in the minutes. Some colleges use a mandated statement we need to use the current motion brought by phillip to use this language as required in CAS, motion seconded by Scott myers, motion approved, motion passed Gloria suggest that this language will be put in moodle as well, Erik martin suggests that we look at all issue with the CAS when it comes to required statements. Nicole McClure reminder email that goes to all faculty with what is required to put in CAS. Language will also go into the faculty handbook
  - 6.8 Dr. L. Marshall Washington Inauguration and Reception, remind to please RSVP to the event. Dennis provide handout with instructions to faculty on day off
7. Unfinished Business
    - 7.1 Early College- Deb Coates, working on class schedule at schoolcraft and Comstock for the next 18 months, other than that no report.
8. New Business
    - 8.1 Add-Drop Policies-Jenny Ott, this semester Jenny had a number of students dropped out of classes for financial aid reasons but students continued to come to sessions. All students but one she added back to her classes. Can students be placed on a pending status was causing issues with an over-enrolled class. Mike Collins responded with financial aid students are typically given a two week time window to fix issues. Colleen olsen said that if students have a financial aid apply that students are told to keep attending class while they wait on their appeal. Gloria BB said that it is student procrastination. Erik Martin said that he has students enrolled but were listed as status pending and couldn't receive an answer as to where this status pending originated from. Mike Collins will address the issue and report back.
    - 8.2 Pool Closure, Joe Brady pending issues on if we close the pool and how this will impact our students and community, pool support seven classes, plus staff & faculty use, along with community use, recruitment tool for early college, provides jobs for lifegaurds, etc...it will cost a huge sum to renovate the pool and the pool has not been renovated since the 1970s and is dire need of upgrades. WPE department is looking for feedback from the college community on how to proceed and the WPE opinion is to keep the pool open, mike Collins stated that Dr. Washington will be forming a committee on this issue and Collins confirmed that the cost will be between 750,000 to 1,000,000, Collins gave data on the pool usage by students, staff, and community-liability reasons... more to come Change the reporting from HR to Deb Coates with WPE. Could we possibly apply for a grant?
    - 8.3 Chair election, motion brought forth motion for chair position and for the election to be today, glories BB seconded the motion and motion passed
    - 8.4 Move to appoint scott myers as chair, seconded by Cynthia schauer, motion passed
    - 8.5 Almeda, along with Paige Eagan starting an education student club for students who are interested in early education. Almeda needs to know the departments who have a touch on such students, name of course and instructor name to then reach out to student and notify them of the club

9. Outstanding Issues

- 9.1 Online forms are hard to use and do not or transfer information easily, being worked on, chris gearig informed the group that you can right click and choose adobe and that it is an IT issue that they need to work on
- 9.2 Voting representation on ALC, see jenny's report
- 9.3 Grade distributions & success rates,
- 9.4 CRN listed by day/time, should be in the new winter class schedule will check in class schedule it was verified that it is in the new schedule would like to have for online offerings as well

10. Meeting dates times

- 10.1 Upcoming meetings- 11/2, 12/7

11. Other, Kevin thanked the group for helping him and thanked Dennis Bertch for all of his service as he will be retiring in december

Title nine Nove, 13 & 14 workshop mike Collins being hosted by HR, more to come on upcoming workshops maybe include in faculty seminar days as a mandatory session

12. Adjournment 2:06

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