

Kalamazoo Valley Community College
Academic Leadership Council
Meeting Minutes
1:00 pm
Friday, October 5, 2018
Texas Township Campus – Room 4370 & 4380

Present: Officers and voting members: J. Abbott, C. Almeda, G. Barton Berry, D. Benard, J. Brady, M. Dey, K. Dockerty, H. Fish, C. Gearig, K. Grubka, P. Jonas, R. Kraas, E. Martin, N. McClure, S. Myers, J. Ott, S. Ott, B. Purdy, C. Schauer, S. Walman

Non-voting attendees: R. Bair, C. Barrett, D. Bertch, D. Coates, D. Coblenz, M. Collins, W. deDie, G. Fredricks, S. Gardner, P. Henning, S. Hughes, D. Lindsley, G. Mead, C. Oliphant, C. Olson, W. Reynolds, B. Taraskiewicz, M. VanDonsellar

1. Call to Order – The meeting was called to order at 1:01pm.
2. Meeting Minutes of August 30, 2018 – Approved
3. Review/Revise/Approve Agenda – Item 8.4 Cheryl Almeda will speak about clubs
4. Guests – None
5. Officer Reports –
 - 5.1. Chair – Kevin Dockerty will be transferring ALC chair responsibilities to Scott Myers as no one else has come forth to show interest in the position. This transfer will take place at the end of the meeting.
 - 5.2. Vice Chair – Philipp Jonas, no report
 - 5.3. Secretary – Cynthia Schauer, no report
 - 5.4. Master of Committees – Jenny Ott is looking for equal representation from the various disciplines at ALC. Jenny is looking for a volunteer to rewrite the ALC by laws and to include any revisions from past meetings.
 - 5.5. Faculty Liaison – Steven Walman brought forth the issue of air conditioning at the College's various athletic events that are held in the gym. That these events have been very hot in that location and if there is a solution. Mike Collins said that fans could be used to help with the situation.

6. Academic Services –

6.1. Course & Curriculum,

- inactivations effective 202010 of COM 115 and MAT 230. Motion was brought forth by Phillip Jonas to inactivate courses, seconded by Erick Martin, motion passed.
- Course revisions effective 202010 for MAT 106, MAT 109, MAT 205, and MAT 207 to add blended strategies. Course revisions for MAT 112 and MAT 210 to add online and blended strategies, motion brought forth by Jenny Ott, seconded by Dan Benard, motion passed.
- New courses additions of HVAC 224 effective in 202010, motion was brought forth by Erick Martin, seconded by Jenny Ott, motion passed.
- Program revisions effective 202010 for Heat, Ventilation, Air Cond, Certificate to increase the total credit hours to 37 from 34. Motion brought forth by Phillip Jonas, seconded by Jenny Ott, motion passed.

6.2. Academic Schedule Changes, for parts of term 5 & 6 to be moved from 7 ½ weeks to 7 weeks. Currently meets 2 hours and 30 minutes with a 15 minute break new format would meet 2 hours and 55 minutes with a 15 minute break. For the fall semester removing the week break between the 7-week parts of term will create a balanced schedule.

Academic calendar year changes: To begin the academic calendar year before Labor Day

Pros:

- Provides more time before the December holiday break to submit grads and other requirements.
- Aligns our academic calendar along with WMU's new calendar.

Cons:

- Could adversely impact our Early College and Dual Enrolled students.

Point to consider:

- Many area high schools are considering or exploring alternative calendars.

6.3. IDEA Committee, faculty members serving are Erick Martin, Steve Ott, John Abbott, Denise Miller, Isaac Turner, Megan VanDonselaar, Christine Gearig, Dawn Pantaleo, Omer Hadzek, Beth Purdy, Steve Louisell, and Harland Fish.

Administrators serving on the committee are Deb Coates (Chair), Sue Gardner, and Patti Henning.

6.4. Full Year Schedules

- Schedule prep for the winter and summer semesters would need to take place ahead of registration and all curriculum changes would need to be approved earlier. This change may create confusion for our students along with an impact on financial aid, ECARS, and maximum registration.

6.5 Guest Students

- Exploring the option of identifying guest student on the instructor's class roster.

6.6 Class Assignment Schedule

- Including a statement related to ADA/504 accommodation, "If academic accommodations are necessary due to a disability or an academic barrier, please contact the Office for Student Access (OSA). The OSA is located in Room 2220 in the Learning Center on the Texas Township campus. You may schedule an appointment by calling 269-488-4397."

6.7 Inauguration and Reception

- Dr. L. Marshall Washington's inauguration and reception will be held October 19. Remind to RSVP to the event. Handouts were provided with instructions to faculty on day of.

7. Unfinished Business

- 7.1. Early College- Deb Coates is working on a class schedule for Schoolcraft High School and Comstock High School that will include the next 18 months.

8. New Business

8.1. Add-Drop Policies

- Jenny Ott brought forth that she has had a number of students who have been dropped due to financial aid reasons but the student continued to come to class and were eventually added back into the course. Jenny's is recommending if a "pending status" could be applied to these students. Mike Collins informed the group that financial aid students are given a two week time frame to resolve any issues before being dropped from a class. Collen Olson informed that students are told to keep attending classes if they are going through a financial aid appeal. Mike Collins will address the issue and report back.

8.2. Pool Closure

- Joe Brady spoke the issue of closing the pool and the potential impact that will have on our students and community. The pool has not been updated since the 1970s and cost for the necessary renovations will be astronomical. The WPE department is looking for feedback from the college community on this issue. Mike Collins informed the group that Dr. Washington will be forming a committee on this issue.

8.3 ALC Chair Election

- Motion brought forth for the election for the ALC Chair position to be today, motion seconded by Gloria Barton Berry, motion passed.
- Motion to appoint Scott Myers as the new ALC Chair, seconded by Cynthia Schauer, motion passed.

8.4 Student Clubs

- Cheryl Almeda along with Dean Paige Eagan will be starting an education student club for students who are interested in early education. Cheryl is asking the various departments who have these students taking their courses to provide her with the name of the course and instructor in order to make contacts with these students.

9. Outstanding Issues—

9.1. Online forms

- Online forms are difficult to use and do not transfer information easily, this issue is being worked on.

9.2. Voting representation on ALC with elections for chair and secretary up for re-election. Secretary position includes reviewing minutes received from Mary Morehouse and then posts approved minutes on Moodle and archives in the library. Also, send a follow-up summary after ALC meetings. Chair position sits on committees such as Administrators Plus.

9.3. GPA

- Since we are an open admissions college, 40% of our grades are a 4.0. This could be a reflection of grade inflation. This number needs to be verified for accuracy. Our current scale is a suggestion and instructors have academic freedom on how to use the grading scale. A tool for faculty to use would be the analytics dashboards to look at grades for particular courses per department.

9.4. CRN

- CRN are listed by day/time, should be in the new winter class schedule.

10. Meeting dates times

Upcoming meetings –

11/2, & 12/7 all at 1:00 p.m.

11. Other

- Kevin Dockerty thanked the group for his time as the ALC chair and thanked Dennis Bertch for all of his years of services as Dennis will be retiring at the end of December.
- There will be a Title IX workshop being hosted by Human Resources on November 13 & 14.

12. Adjournment – The meeting adjourned at 2:06pm.