

Kalamazoo Valley Community College
Academic Leadership Council
Meeting Minutes
1:00PM
Friday, April 5, 2019
Texas Township Campus- Room TTC 4370 & 4380

Present: Officers and voting members: J. Abbott, G. Barton Beery, D. Benard, J. Brady, M. Dey, K. Dockerty, K. Grubka, P. Jonas, K. Kerstetter, E. Martin, N. McClure, A. Moss, S. Myers, J. Ott, B. Purdy, C. Schauer, S. Walman

Non-voting attendees: D. Coates, W. deDie, L. Depta, P. Eagan, P. Henning, D. Lindsley, C. Olson, W. Reynolds, J. Rix, A. Schmidt, T. Stefanick, B. Taraskiewicz, M. Walters

1. Call to Order- 1:02 p.m.
2. Review/Revise Agenda – None
3. Meeting Minutes of March 1, 2019 – Approved
4. Guests – Amy Schmidt & Linda Depta

5. Officer Reports

5.1. Chair – Scott Meyers meet with Dr. Washington and talked about the Strategic College Plan. The president is looking for buy-in from all parts of the College. The new three year strategic plan has identified 17 focus areas. On April 26 & 29, college wide meetings will take place in regards to the strategic plan. The goal is to have the strategic plan finalized by this fall. Before the planned college wide meeting date, an email communication will got out with more information. Students will be involved in the discussions on the strategic plan.

5.2. Vice Chair – Philipp Jonas, No report

5.3. Secretary – Cheryl Almeda, No report

5.4. Master of Committees – Jenny Ott, No report

5.5. Faculty Liaison – Steve Walman received notification that the Veterans Wall Memorial has sustained damage. Measure are being taken to repair the damage.

The faculty will soon have key card access to the buildings.

A concern was brought forth that the College has very limited summer hours and this is a barrier for students. Further discussion will take place about extending summer hours.

6. Academic Services- Paige Eagan

- 6.1. Provost search- No official updates but Human Resources says that it is progressing.
- 6.2. Faculty replacement criteria- Deans worked with department chairs to submit justification forms for replacement of positions. Next year we will be looking at the replacement of other positions as well as a three to five year plan being implemented for hiring. A kick off meeting was held for all search committee members for the full-time faculty positions.
- 6.3. Online Business program- The College has received a site date visit date from HLC, this in order to receive accreditation for an online business program. They will be coming on campus on July 1 & 2 with two reviewers. In preparation of this visit a handout was given in order for online business instructors to be prepared.
- 6.4. The implementation of ID scanners at AWH is being looked at for students to be able to scan into for attendance. This would be in use on the second and third floors for the fall 2019 semester and is a similar system to what is being used in the Wellness and Fitness Center. Volunteers are being looked for in order to test the system out.
- 6.5. ARR and Facilities have implemented the new scheduling system through Astra. The new system has the ability for strategic scheduling of classes. Paige will be bringing a group on campus to look at this ability. The College will be ultimately moving completely to Ad-Astra for scheduling. This change will be mentioned at the Summit Days in August.
- 6.6. Next year a film series on why we teach will be implemented. This will be documentaries of a wide variety and will hopefully be able to schedule the watching of the films before ALC meetings. Paige is open to suggestion for the films.
- 6.7. Paige thanked everyone for their participation in the Day of Giving as it was a great success.
- 6.8. Course & Curriculum- Handout was provided
 - Course Revisions – Fire 102 & WPE 115 & 116
 - New Courses – PHY 102, SOC 107, SOC 108
 - Course Inactivation – none
 - Program Inactivation – none
 - Program Revision – Fire Science AAS

Motion to approve changes brought by Course & Curriculum was brought by Phillip Jonas, seconded by Erick Martin, motion was approved.

7. Early Middle College- Deb Coates (Paige Eagan) - A text reminder went out to students reminding them that their Kalamazoo Valley classes are still being held even though the high schools are on spring break. An email will be going out reminding faculty of the high school testing dates.

8. Unfinished Business

8.1. IDEA replacement committee update- Deb Coates (Paige Eagan) – The committee is recommending the adoption of Evaluation Kit due to the IDEA paper platform being eliminated at the end of the summer semester. The new adoption will take place for the fall 2019 semester. Paige will be taking the recommendation forward with more information to come. Breakout sessions for training on the new system will be provided during seminar days.

8.2. Institutional Learning Outcomes committee- Deb Coates, no report

8.3. Ed2Go Task Force- Kate Miller – Amy Schmidt stepped in for Kate Miller. Amy informed the group that two rounds of faculty reviews for the offerings were held and that all recommendations have been made. The next meeting is April 12. The most up-to-date revisions will be sent to the deans who will then share it with the department chairs. Billy Reynolds shared that Kalamazoo Promise is also interested in the Ed2Go IT training program and they are looking at developing an IT certificate that will take less than a year to complete.

8.4.Scheduling grid- Laura Cosby & Cynthia Schauer are looking for approval of the scheduling grid system. This system could evolve to a morning, afternoon, and evening grid where students could plan ahead by two years. The positives of moving to this system would be increased student retention and completion and it aligns with Guide Pathways. The cons would be losing flexibility with class offerings and the need of a position where an employee would be entering the data. A motion for approval form implementation was brought by Cynthia Schauer and seconded by Jenny Ott, the motion passed.

8.5.Pool update- Mike Collins (Paige Eagan) – May 13 is the potential date that the feasibility report will be available.

8.6.Learning Management System- Gail Fredericks informed the group of dates when the three potential LMS vendors will be on campus for Q & A sessions with faculty. Those dates are April 11th - D2L, April 18th – eThink Moodle, April 23rd – Canvas.

9. New business

9.1.Music department- Scott Myers sent out an email communication in regards to Chris Garrett's retirement. Chris potential might continue to direct the campus band.

10. Outstanding Issues

10.1. Day of Giving- Jenny Ott thanked everyone who participated donating on the Day of Giving. A total 168 donors gave \$23, 655.35 was collected with \$15, 060.35 from the tables and \$3, 595.00 from online.

10.2. Faculty key card access

11. Meeting dates times

11.1. Upcoming meeting- May 3, 1:00 p.m. in 4370/4380 TTC

12. Other

- 12.1. Cynthia Schauer thanked the library for its supportive of the faculty and their efforts.
- 12.2. April 30 will be the campus wide retirement party, more details to follow in an email communication.
- 12.3. There will be more details to come on the fall summit that will be held on August 28 & 29.
- 12.4. Linda Depta let the group know that a partnership has been created between the College and Channel 3 news. Every month Channel 3 will feature segment on the College. For April Automotive will be highlighted with CIS and Brewing to follow in the months to come.
- 12.5. Viewing parties will be held for everyone to watch Chef Cory during the Spring Baking Championship. The viewing parties will be held on April 29 and May 6.
- 12.6. The Alumni Art Show will take place this evening along with the Food Way Symposium.

13. Adjournment- 2:20 p.m.