

Academic Leadership Council
Meeting Minutes
1:00PM
Thursday, August 29, 2019
Texas Township Campus- Room TTC 4370 & 4380

Present: Officers and voting members: J. Abbott, C. Almeda, C. Barrett, D. Benard, J. Brady, Y. Chapman, K. Dockerty, C. Gearig, K. Grubka, P. Jonas, D. Loucks, E. Martin, N. McClure, S. Myers, J. Ott, S. Ott, S. Pearson, B. Purdy, C. Schauer, S. Walman

Non-voting attendees: R. Bair, D. Coates, M. Collins, L. Cosby, W. deDie, L. Depta, R. Durkee, P. Eagan, G. Fredericks, H. Fish, C. Jbara, P. Joswick, P. Linden, D. Lindsley, C. Oliphant, B. Punches, C. Ross, B. Taraskiewicz, M. Washington

1. Call to Order 3:30pm
2. Review/Revise Agenda- Added 9.4 ALC member process
3. Meeting Minutes of May 3, 2019 - Approved
4. Guests – Dr. Washington thanked the group for welcoming Dr. McPhail as our guest speaker during Summit Days.

Dr. Washington provide a time to ask questions in regards to the Strategic Plan and what are the next steps for the faculty with the Strategic Plan. He identified that the faculty care about online learning and accreditation. He encouraged the faculty to be mindful of their various departments that affect the plan and that the plan needs to be our base for moving forward on the right track individually and as a college. Dr. Washington identified the areas of retention and graduation rates and the impact faculty can have in these efforts.

Dr. Washington informed the group that a major student concern is scheduling. That scheduling issues are causing students not to be able to graduate in two years as projected. Dr. Washington is looking for an open discussion and he will be sharing data from the student voices advisory committee. This committee will be sending out an email asking faculty to join. Student groups will be representing all of the various campus locations.

5. Officer Reports

- 5.1. Chair – Scott Myers - no report
- 5.2. Vice Chair – Philipp Jonas – See 9.1
- 5.3. Secretary – Cheryl Almeda - no report
- 5.4. Master of Committees – Jenny Ott – See 9.2
- 5.5. Faculty Liaison – Steve Walman – no report

6. Academic Services – Peter Linden thanked everyone for welcoming him to the College and he is looking forward to getting to know the college community and has enjoyed the many conversations that have already taken place.
7. Early Middle College – Deb Coates informed the group that Van Buren has increased their enrollment from 22 to a cohort of the 55. Out of those 55, 53 are Kalamazoo Valley students.

Boot camp kicked off with 150 new early college students with 425 for the early middle college program for the fall 2019 semester.

Summer camps had an enrollment of 171 students during the six week of summer camps. These camps exposed the students to on all four of Valley's campuses.

Three-specialty camp also took place with a total enrollment of 17 students. Two of the specialty camps were for 9th & 10th graders.

Deb is looking for ideas for future camps and faculty are welcome to make suggestions. A committee has been formed to talk about free or reduced lunch for students. She is also looking at how to meet the needs of underserved students, homeschooled students, and charter academy students as well.

8. Unfinished Business

- 8.1.KRESA Career and Technical Education plans – Cheryl Almeda distributed a report from the May meeting that contained information on KRESA's plan. This plan has the potential for collaboration between KVCC & KRESA.

Career Request will take place on Oct. 19 & 20 and has the potential to exposes 5,000 + students to the College's trades department, along with the health career departments. This event is targeting 8th graders and is a collaborative event with KRESA and other organizations.

9. New Business

- 9.1.Instructor evaluation tool – Phillip Jonas informed the group of the implementation of the new system for the fall 2019 semester. Meetings are taking place to decide on the questions, as the College will not be using the questions provided by EvaluationKIT. The next meeting date to go over the questions will take place on Sept. 3 at AWH, Room 128. All faculty are welcome to attend.

- 9.2. Preferred names – Scott Myers & Jenny Ott are looking into the possibility of the college allowing students to use preferred name instead of legal name. Currently this is not mentioned in the student handbook but the college is looking at creating a policy in regards to this. Diplomas can have a preferred name but other legal documents will have to have the legal name. The College is looking at creating a more formal process for this, with possible implementation for this fall.
- 9.3. Disputing a grade – Scott Myers shared that he had a student who was disputing a final grade and he spoke with Lori Evans and Russ Panico and discovered that the policy in the student handbook is designed for a student dealing with a life emergency. A more formal procedure is being discussed and Scott will report back on the progress.
- 9.4. Academic leadership Council- Scott Myers will be working with administration on procedures and how positions are chosen. A more robust discussion will take place with the ALC group at later time.

10. Outstanding Issues

- 10.1. Pool update – Mike Collins spoke on the result of the architectural study completed on the pool. Two major issues were identified in regards to needed repair, the Sub-pumps & replacement of the filtration system. Sub pumps have been replaced and work on the filtration system is taking place with plans to open in the second part of the semester. Plans for uses of the pool will be coming.
- 10.2. Faculty key card access – Mike Collins said that this is now in place as of May 1 and will add Deans to the access list. He will also look into having other entrances available for faculty access.
- 10.3. Institutional Learning Outcomes committee – Deb Coates noted that this item is still on the agenda and still needs to be addressed. More to come on this issue with the changing of definitions. Info is available on the G drive ILO assessments. This item will remain on outstanding issues and will be discussed in the future. Deb will send out an invite to join the committee.
- 10.4. Learning Management System – Gail Fredericks has no new updates. Her team and IT have been meeting to prepare for the winter soft launch and the full implementation in fall 2020. She is compiling a list of those who want to start in winter. Contact Gail or her team if you want to be considered for the winter launch. Any faculty who would like access to a sandbox environment may go to <https://community.canvaslms.com/welcome>. Training dates are included on the FSC brochure.
- 10.5. Ed2Go & Groves update – Craig Jbara - no report
- 10.6. KVCC Strategic planning targets – Documents from Kathy Johnson, Associate Vice President for Analytics, Research & Compliance, presented at the June 10 Administrators Plus meeting. Documents were provided to the group.

11. Meeting dates times – October 4, November 1, December 6 – all 1:00 p.m.; all TTC 4370/4380

12. Other –

12.1. Scott Myers has spoken with Tim Welsh to create an on-line list of department chairs for students to be able to access. Including this information in the directory is being considered as a quick solution for now.

12.2. Oct. 3, 4-7 Manufacturing Week- Erick Martin, more info to come

12.3. Dental hygiene program will be videotaped for Pathways of DH on Friday the 13th

12.4. Kudos to Gail Fredericks, and others for all the work gone into approval for an online business program

12.5. Laura Cosby has two new pathway advisors, Casey & Angela. They will be starting on Sept. 3 Laura will send their names out to the group.

13. Adjournment 4:45pm