

Kalamazoo Valley Community College
Academic Leadership Council
Meeting Minutes
1:00PM
Friday, May 3, 2019
Texas Township Campus- Room TTC 4370 & 4380

Present: Officers and voting members: J. Abbott, C. Almeda, G. Barton Beery, J. Brady, C. Gearig, K. Grubka, B. Hay, P. Jonas, K. Kerstetter, B. Purdy, N. McClure, A. Moss, S. Myers, J. Ott, S. Ott, C. Schauer, S. Walman

Non-voting attendees: M. Collins, L. Cosby, C. Barrett, W. deDie, L. Depta, P. Eagan, G. Fredericks, C. Jbara, K. Miller, C. Olson, W. Reynolds, B. Taraskiewicz, M. VanDonselaar, M. Walters

1. Call to Order- 1:01pm
 2. Review/Revise Agenda – None
 3. Meeting Minutes of March 1, 2019 – Approved
 4. Guests – Amy Schmidt, Director of Corporate Training – Kate Miller spoke on Amy’s behalf. The Groves provide a survey looking for feedback on implementing a more formal meeting for program needs where faculty can be utilized. They are looking to form a transparency committee for the Groves similar to the way that ALC is run. The feedback received was that faculty are in favor of these suggestions.
5. Officer Reports
- 5.1. Chair – Scott Meyers meet with Dr. Washington and had a conversation about the strategic plan meetings that took place. Dr. Washington encouraged everyone to attend and for students to be involved. Next steps are for the strategic plan to be refined and to be presented to the Board in June. The result will be discussed at the Summit in August. The college wide Summit will take place on August 28 & 29 and be similar in format to the Summit that took place at the beginning of the winter semester. The adjunct faculty contract has been completed and Dr. Washington will be meeting with adjuncts in order to be inclusive.
 - 5.2. Vice Chair – Philipp Jonas added from the meeting with the president that student feedback was received in regards to when course are offered. The feedback was depending on when courses are offered can be a barer to completion and graduation for students.
 - 5.3. Secretary – Cheryl Almeda is working with Linda Depta and Kelly Sparrow with the internal calendar to be displayed on the web page. This will help with everyone, including students, being aware of events that are taking place on campus. An example given was the resent Kinetic Effect event that took place.

- 5.4. Master of Committees – Jenny Ott mentioned that she is looking to form a group to gather to see how ALC functions. This group will be looking for operational documents and getting operation procedures together for when positions are up for election. Please contact Jenny or Bill deDie if you want to join.
- 5.5. Faculty Liaison – Steve Walman mentioned Theo Sypris and the Midwest Institute connection to the College’s International Program. Theo is the contact for this program and faculty are not aware of this program.

Academic Services- Paige Eagan

- 5.6. Summit and Seminar Days – Moving away from Seminar Days and will be calling it Summit Days. The Summit Days that will take place in winter 2020 will be one day to one-an-a-half days instead of the traditional two days that have historically happened. This will provide an option for the College to use a day or half a day at another time for additional workshops or investment opportunities.
- 5.7. Testing Center – A handout was presented and an email will be going out later today in regards to operational clarifications for testing center services. Faculty who use Testing Center services will need to have those assessments available at both TTC and AWH Testing Centers.
- 5.8. CCSSE – CCSSE was not completed this semester due to the closing issues that took place during the winter semester. CCSSE will be delayed for a year and the plan moving forward will be to complete it next year along with the faculty component.
- 5.9. Excellence in Academic Advising (EAA) – Our College is a candidate for cohort two for this program. We received an invitation to be a part of this cohort that will consist of 12 colleges and universities. The Focus is on Florida, Texas and Michigan. We have sent in our letter of intent and are looking at starting in the fall semester. The process will start with bringing college groups together for a 3 ½ year journey. We will be assigned a coach to guide us through this process.
- 5.10. KRESA and CTE directions – Career and technical education for the Kalamazoo area is currently decentralized. Since January three design teams have constructed a plan and a recommendation has been rolled out to the community for funding. The plan is to build a CTE tech center with satellite locations. This will be a no lights out center and will open opportunities for our college for non-traditional times such as evening and weekends.

Aaron Hilliard is preparing a document sharing the changes to the adjunct contract. A meeting will take place in the fall on the changes. The contract will sent out as soon as possible.

- 5.11. Course and Curriculum –
- **Course Inactivation** – ACC 211, ANM 201, ANM 298, ANM 299, Math 105. Motion to accept changes to accounting brought by Cynthia Schauer, seconded by Beth Purdy. Motion passed. Motion to accept changes for all ANM and for Math brought by Phillip Jonas, seconded by Jenny Ott. Motion passed.
 - **Course Revisions** – ACC 108, ANM 187, ANM 287, BUS 132, RCP 130, RCP 210, RCP 225. Motion to accept changes for all revisions brought by Phillip Jonas and seconded by Kim Grubka. Motion passed.
 - **New Courses** – ANM 265, ANM 285, ANM 289, CUL 105, motion to accept new courses brought by Phillip Jonas, seconded by Steve Ott. Motion passed.
 - **Program Inactivations** – None presented
 - **Program Revisions** – ACC: Accounting AAS; AGA. AAS: Animation & Game Art AAS; BA. AAS: Business Administration; BP Cert: Baking & Pastries Cert; CAF: Culinary Arts Sustainable Food AAS; CAF. Cert: Culinary Arts Sustainable Food Cert; IL. AAS: Illustration AAS; MMV. AAS: Multi-Media/Video AAS; SB. AAS: Sustainable Brewing AAS; WDD. AAS: Web Design & Development AAS. Motion to accept program revisions brought by Phillip Jonas, and seconded by Kim Grubka. Motion passed.
 - **New Programs** – None presented

6. Early Middle College- Deb Coates – Paige Eagan spoke on Deb’s behalf. There were 25 EMC graduates at our commencement program on April 28. This coming Thursday, May 9 at 7:00 pm there will be an Early College Completion Ceremony in the DBL Auditorium and everyone is invited.

7. Unfinished Business

7.1. Institutional Learning Outcomes committee – Deb Coates, no report.

7.2. Ed2Go Task Force – Kate Miller informed that The Groves is not live yet with Ed2Go. Kate gave a presentation showing how the website will look when the system is live. Looking towards a soft launch sometime in May. Discussion was had on revisions to the mock website. Please contact Kate with any questions or concerns.

7.3. Pool update – Mike Collins will be meeting with the architects on May 13.

7.4. Learning Management System – Gail Fredericks announced that the decision has been made to switch to Canvas as the College’s LMS. The decision was made with the help of 15 student who gave their feedback along with faculty feedback. Both groups implemented the use of a rubric in the decision process. The LMS committee met and all feedback was for moving forward with Canvas. Implementation would be fall 2020, early adopters may be using in winter 2020. Moodle would close fall 2020. Faculty had asked to look at options for our LMS as it had been 10 years since we had looked at other options. More information and details to come.

8. New Business – None

9. Outstand Issues

9.1. Faculty key card access – Mike Collins informed the group that faculty will know have access to use the campuses after hours. Faculty will be able to access their offices through the following locations: TTC, AWH, and CNM at the east side, for BHL enter by the loading dock. If students are involved let your Dean know. Make sure to notify public safety when entering and exiting the building. Will re-look to see how this system is working after six months. Will launch this system immediately. Contact number for Public Safety is 488-4575.

10. Meeting date times – August 29 at 3:30pm

11. Other –

- Spring Baking Championship viewing parting will take place this Monday night at 9pm at CAH.
- Monday at 6:30am Career Sources on Channel 3 News will present on the College’s CIS program with Chris Gearig.
- Friday June 7 will be Art Hop night at CNM and the Kalamazoo Valley Museum along with the summer celebration. More info to come.
- OFE dinner will take place on Tuesday, May 7 from 5:30-8:30pm at The Radisson Hotel in downtown Kalamazoo.
- Student Art show is currently running at the CNM awards will take place at 6pm on May 3.
- Thank you to Gloria BB and Al Moss for everything they have done as they are both retiring.

12. Adjournment 2:24pm