

Academic Leadership Council
Meeting Minutes
1:00PM
Friday, November 5, 2021
Zoom

Present: Officers and voting members: C. Almeda, C. Barrett, D. Benard, J. Brady, K. Dockerty, K. fuchs, C. Gearig, K. Grubka, V. Hileski, P. Jonas, D. Loucks, E. Martin, N. McClure, B. Murray, S. Myers, J. Ott, S. Ott, S. Pearson, B. Purdy, K. Rivard, C. Schauer, J. Stotz-Ghosh, S. Walman

Non-voting attendees: D. Alexander, N. Bergan, A. Cederberg, R. Cipcic, D. Coates, W. deDie, L. Depta, P. Eagan, H. Fish, G. Fredericks, J. Hunerjager, P. Joswick, D. Lindsley, B. Lueth, A. Marsh-Peek, A. Moore, R. Panico, H. Parmelee, E. Paukin, C. Pruis, W. Reynolds, S. Tanis, J. Wagner, M. Walters

1. Call to Order – 1:02pm
2. Review/Revise Agenda- Addition to item 4.- Guests, adding Russ Panico & Sara Tanis
3. Meeting Minutes of October 1, 2021- approved
4. Guests
 - 4.1. Russ Panico – Graduation updates
 - In-person commencement Dec. 19th at 2pm at Miller Auditorium. Graduates will be spaced out and the Board of Trustees, President, and speakers will be on the stage. Faculty will be seated in the Grand Tier of the auditorium. More information to come soon.
 - 4.2. Deb Coates- EMC
 - 8:00am classes are a popular offering for EMC students. Looking to at adding an ECO MOU II class at Kalamazoo Christian High School.
 - Looking for faculty flexibility surrounding COVID absences for high school students.
 - For assessment everyone is in year 2. The assessment committee will be providing feedback to all department chairs on what has been submitted. Time line for completion of year 2 will come in the future. All groups should have access to the Google drive.
 - 4.3. Brian Lueth-
 - Used grant dollars to forgive students balances that took place during the pandemic. Helped over 650 student with these monies.

- Debt forgiveness program for student who owe a debt to the college. Allows students to re-enroll in classes and if they persist, the debt will be forgiven. There is an application for this program.
- International student students be able to pay tuition using their home currency or to convert into US dollars.

4.4. Evan Pauken- Retention and Completion Update

- College Completion Corps Coach has been in place since Jan. 2021. Supports 150 KVCC students.
- Math Liaison began in Nov. 2021. Tiered model of support with a blend of coaching, mentoring and mathematics skill mastery.
- Industrial Trades Coach will start in Dec. 2021. This person will provide a blend of coaching, mentoring, community/business outreach and engagement to promote trades programs.
- Outcomes for debt forgiveness program, 875 student qualified for the program and 45 students were able to re-enroll in classes. Total debt forgiveness was approximately \$25,000.

4.5. Sara Tanis – Horticulture and Sustainable Landscape Program

- Program will begin in fall 2023. Funded through a USDA Agriculture and Food Research Initiative Grant.
- Degrees available through this program:
 - Certificate of Achievement in Sustainable Horticulture
 - Certificate in Sustainable Landscape Management
 - Certificate in Sustainable Greenhouse Management
 - Associates of Applied Science in Sustainable Horticulture
 - Associates of Applied Science in Occupational Technical Studies
 - Contact S. Tanis at stanis@kvcc.edu or 269-548-3312

5. The Shuffle- First implementation

- 6 people, 7 minutes, one question
- Question: What is one simple thing we can do this academic year to help students succeed?

6. Officer Reports

6.1. Chair – Jenny Ott

- Reminder to send ALC notes to your departments in order to make sure all faculty are informed.
- Unresolved issues-
 - Academic Calendar – information going out today
 - Preferred names for students & employees- committee has been formed

6.2. Vice Chair – Philipp Jonas

- Three ALC officer position are vacant: Vice Chair, Master of Committees, & Faculty Liason
- Vice Chair- P. Jonas is willing to continue position. Motion to approve P. Jonas as Vice Chair brought by J. Ott, 2nd by Schauer - motion approved.
- Master of committees- C. Schauer is not renewing position. K. Dockerty nominated for position. Motion to approve K. Dockery as Master of Committees brought by P. Jonas, 2nd by Erick Martin - motion passed
- Faculty Liaison- S. Walman is not renewing position. E. Martin nominated for the position. Motion to approve E. Martin as Faculty Liaison brought by P. Jonas, 2nd by J. Ott - motion passed.
- Sub-groups for representation to the ALC committee.
 - Nursing representative will be Vicki Hileski
 - Counseling representative will be Lasonda Wells.

6.3. Secretary – Cheryl Almeda,

- Pre-requisite language will look different for the winter 2022 semester due to the changes in ENG, Math, & TRS.
- Include start and end dates of classes on syllabi as the various parts of term dates can be confusing for students.
- Faculty should consider how they reveal weekly assignments.
- Faculty should include the language for the various modalities on their syllabi as well.
- Master syllabi need to be updated the year that a program goes through review. Look on the G-drive for this information.
- Conversation are on-going for when faculty should open their Canvas course to students.

6.4. Master of Committees – Cynthia Schauer

- No report

6.5. Faculty Liaison – Steve Walman

- Question in regards to the email feature for the class roster in the Student Support Portal. Information will be sent out about changes before they happen.

7. Academic Services – Paige Eagan

7.1. Course & Curriculum – with Joe Brady

- Two action items:
 - Inactivation of ART 170- this is a transfer of the ART 170 to the COM 241.
 - New course - COM 241
- Motion to approve C & C changes brought by P. Jonas, 2nd by K Rivard - motion passed

7.2. Academic Calendar

- College wide email going out today with links for 2022-2023 & 2023-2024 Academic Calendar. Calendars have been approved by Cabinet.

7.3. Other –

- Batch cancellation will happen next week. Registration re-opens on Nov. 11.
- 83.5% of student athletes have been registered for winter 2022 semester.
- Volunteers are needed for the Get It Done Event on Nov. 16 at TTC.
- Nov. 16 a signing will take place with Ferris State for a program called Building Pathways. This will allow Future for Frontliners and MI Reconnect students to take up to 12 FSU credits at the KVCC in-district rate.
- College up date by Dr. Washington on Dec. 10 at 9:30am.
- Reminder that if the college is closed due to weather, then all classes are cancelled regardless of the modality.

8. Faculty Support – Gail Fredericks

- Online & Blended Teaching Seminar is scheduled for Nov. 29
- Two adjunct on-boarding session scheduled for Dec. 17 at 12pm & 21st at 5:30pm
- New Instructional Designer will start this month and the new Academic Development & Instructional Technology Analyst will start in January.

9. Unfinished Business

- No report

10. New Business

- No report

11. Outstanding Issues and Updates

11.1. Covid Updates – Dannie Alexander

- Email sent out from Dr. Washington in regards to the OSHA announcement.
- Continue to check kvcc.edu/coronavirus for the most up to date information.

12. Upcoming meeting dates for 2021-2022

12.1. Dec. 3, 2021 @ 1pm

12.2. Summit Days, TBS – Jan. 2022

12.3. Feb. 4, 2022 @ 1pm

12.4. Mar. 4, 2022 @ 1pm

12.5. April 1, 2022 @ 1pm

12.6. May 6, 2022 @ 1pm

12.7. June 3, 2022 @ 1pm – TBD

13. Other

13.1. Reminders & Announcements

13.2. “Above and Beyond” – Cheryl Almeda

- S. Ott thanked those who have served in leadership positions on the ALC committee.

14. Adjournment –2:42pm.