

Academic Leadership Council
Meeting Minutes
1:00PM
Friday, October 7, 2022
Zoom

Present: Officers and voting members: C. Almeda, D. Benard, J. Brady, D. Coblenz, K. Dockerty, K. Fuchs, C. Gearig, K. Grubka, S. Hughes, P. Jonas, T. Keena, D. Loucks, E. Martin, V. McCann, N. McClure, B. Murray, S. Myers, J. Ott, S. Ott, S. Pearson, S. Pernie, C. Prius, B. Purdy, J. Ratliff, K. Rivard, A. Rodgers, C. Schauer, J. Stotz-Ghosh, S. Walman, L. Wells

Non-voting attendees: D. Alexander, R. Bair, N. Bergan, A. Cederberg, D. Coates, W. Dedie, M. Dunneback, R. Durkee, P. Eagan, G. Fredericks, O. Hadzic, S. Hubbell, P. Joswick, T. McFadden, D. Multer, R. Panico, H. Parmelee, W. Reynolds, E. Shufro, B. Talsma, M. Walters

1. Call to Order – 1:02PM
2. Review/Revise Agenda - None
3. Meeting Minutes of September 1, 2022 - Approved
4. Guests
 - 4.1. Russ Panico – Student Relations Processes and Graduation Updates
 - Student Cares Concern Form Process – Goal is to keep students moving forward.
 - Student Cares Committee – separate from concerns process.
 - Commencement – in person.
 - December 18, 2022
 - April 30, 2023
 - KVCC’s current Covid response protocol:
 - Report students that test positive for Covid to R. Panico.
 - If positive, students must stay at home for five days.
 - If symptoms improve, students can return to in-person classes, but must wear a mask indoors for five days after return.
 - Students must report this to their respective in-person instructors.
 - 4.2. Alisha Cederberg – Student Experience and Financial Aid
 - Roster Verification went well – Continuing to follow up on a few glitches.
 - Additional financial assistance available to students.
 - Located in MyValley / Student Services / Financial Aid
 - Variety of links for financial assistance.
 - Welcome – Cindy Reuss, Interim Director of Enrollment Management
 - A. Cederberg thanked L. Evans, K. Sparrow, and S. Hubbell for their good work in the Admissions, Registration, and Records department.
5. Officer Reports
 - 5.1. Chair – Jenny Ott –

- Bookstore link now on MyValley home page. Thanked K. Dockerty for helping coordinate this change.
- Ongoing Academic Issues –
 - Welcome Emails
 - Preferred Name policy
 - Academic Calendar discussion

5.2. Vice Chair- Philipp Jonas –

- ALC Elections –
 - For Chair and Secretary Positions – Vote in November.
 - Two year terms start in January 2023.
- Nursing Department ALC representatives
 - Two candidates in the running –
 - Vote to seat both candidates to share one vote – Plan A.
 - Vote to seat one candidate over the other – Plan B.
 - Motion to seat both candidates (Plan A) brought by K. Dockerty, 2nd by S. Ott – motion passed.
- Student photos can now be viewed on class rosters.

5.3. Secretary – Cheryl Almeda –

- Important information for students can be uploaded to Canvas Announcements.

5.4. Master of Committees – Kevin Dockerty –

- Thanked C. Almeda and the Education Department for their hard work.

5.5. Faculty Liaison – Erick Martin –

- Concerns –
 - Student Development Services including Testing Center is closed Thursday mornings during ‘prime’ hour – 8am-9:30am.
 - P. Eagan responded – this is to help staff development and provide an opportunity for team building exercises – Professional Development.
 - “Full Unit” meeting once monthly; then 5 break-outs on the 2nd Thursday; then sub units from the 5 breakouts. 3rd Thursday; finally, there will be professional development planned for the 4th Thursday.
 - Closure pattern will be evaluated for its success and may change, faculty can plan on these closures for the 2022/23 and 2023/24 academic years.
 - Drug Testing Students in the Health Careers areas.
 - Challenged by ‘due process’ from students that were concerned about the policy.
 - P. Eagan responded – No changes, following policy of the program and student handbooks.
 - Student Appeal Process.
 - The Health Care Directors are considering making a single rule (for a clean drug screen) that covers all areas.
 - Administrative request for door coverings to be removed.
 - Multiple issues involved: shooter safety, issues involving Title IX, concerns over aggressive interactions with students. Advice from Public Safety.

- P. Eagan and D. Alexander responded – This is for the safety of faculty, staff and students.
 - Returning of tenured/non-tenured Faculty letters – Sent out September 30, 2022.
6. Academic Services – Paige Eagan
- 6.1. Course and Curriculum, with Joe Brady – none for October.
 - 6.2. Student Development Services opening at 9:30am on Thursdays only.
 - 6.3. State Update –
 - Capital Outlay
 - Michigan Achieve Scholarships
 - Michigan Community College Association – 31 Community and tribal colleges
 - Michigan Reconnect Expansion of Age – Stalled
 - Early Middle College Athletic Bill – on positive track.
 - 6.4. KRESA Update –
 - Success of KRESA programs – Work in synch, not in competition with adult learners.
 - 6.5. Library Hours – Now open on Saturdays.
 - 6.6. P. Eagan thanked –
 - C. Heidelberg – College received the Veterans Gold Level Status for our work with students who are veterans and/or immediate family of veterans.
 - E. Annis and D. Jones – state audit on VA benefits through Financial Aid that was very positive.
 - 6.7. KVCC now a part of MelCat Library – able to borrow almost anything from anywhere in Michigan through Valley's Library.
 - 6.8. College Night – October 17, 2022. Over 20 Colleges and Universities planning to attend.
7. Faculty Support – Gail Fredericks
- 7.1. Faculty are requested to no longer ‘cross-list’ (aka metacourse) on their own.
 - Fill out a google form with request and the Faculty Success Center will do it for faculty – click on the “Help” button at the bottom left of Canvas page. More information in the newest FSC newsletter.
 - Lead time will depend on how many requests are in, but it is typically a quick process and FSC is very responsive.
 - Due to FERPA concerns and allows FSC to track cross-listed courses.
8. Unfinished Business
- 8.1. Preferred Names
 - 8.2. Evaluation Kit – request to reconvene the committee to examine questions on the survey
 - 8.3. Welcome emails
 - 8.4. Academic Calendar committee – reconvening?
9. New Business
- 9.1. Deb Coates – Assessment cycle and EMC/FERPA reminders
 - 515 registered EMC Students Fall 2022.
 - 148 5th Year students – had priority registration 10/7.
 - EMC and Dual Enrolled student waivers – FERPA Guidelines – Reach out to Admissions, Registration, and Records.
 - Year 3 - Assessment work is due February 10, 2023.

10. Outstanding Issues and Updates

- No Report

11. Upcoming meeting dates for 2022-2023 –

- November 4 @ 1PM – 4240, Commons Theater
- December 2 @ 1PM -- via **Zoom**
- January 5 – Summit – 4240, Commons Theater
- February 3 - 1PM – via **Zoom**
- March 3 @ 1Pm - 4240, Commons Theater
- April 7 @ 1PM - 4240, Commons Theater
- April 28 -- Summit – 4240, Commons Theater
- June 2--TBD

12. Other

12.1. Reminders & Announcements – Elections for ALC leadership positions of Chair and Secretary - to occur during November 4's meeting. Please send nominations to Philipp Jonas, or announce during the meeting.

12.2. Former Kalamazoo Valley culinary instructor and winner of Food Network's 2019 Spring Baking Championship C. Barrett will soon be opening his own restaurant.

- Signature Board to put in restaurant as an opening gift – Located in President's Office.

12.3. Dig Deep!

- Culinary and Brewing Updates with Chef Steph!
 - CUL/BREW Updates (Slide Show)
 - Covid challenges and changes, had to close Havirmill Café and 418 Restaurant.
 - Lab classes put online initially –
 - Weekly drive up/pick up food & equipment was available to students.
 - In person labs returned with reduced capacity
 - Three 8 week semesters donated 1720 meals and 116 gallons of soup for food share.
- Opportunities for Education Scholarships Fundraiser Dinner
 - Back to normal hours.
 - Served 2-bite canapés for over 300 guests
 - 9 Kalamazoo area Chefs participated and raised \$135,000.
- Brewers won Grand National Champion!
 - 3 gold medals and 1 silver medal
 - Taps on Tuesday – back open.
- Fall 2022 & Beyond
 - Farewell and good luck to Cory Barrett
 - Curriculum and scheduling changes
 - Reduced the number of classes students have to take in programs.
 - BHLC Collaboration team
 - Retention – weekly at-risk form- Pilot.
- EDU Updates with Cheryl and Heidi!
 - EDU Updates – Dig Deep (Slide Show)
 - Certification Changes for school teachers – colleges and universities had to reconfigure programs (What will count?)

- Evolution of education plans at KVCC –
 - Winter/ Fall 2022 –
 - To assist with the transitioning requirements, KVCC suspended Elementary & Secondary Education Associate degrees.
 - Students pursuing these programs are listed under programs such as Liberal Arts or General Studies.
 - Growing list of EDU classes that will work for transfer.
 - Working on creating new Elem. Ed Associate degrees – for both transfer and paraprofessionals heading to work.
 - Currently, recommending students transfer before completing Associates Degree with the “reverse transfer” degree completion.
- Secondary Education – Major in the content area that a student plans to teach.
- Challenges –
 - Classes that used to count for transfer for future educators, no longer count. This has affected enrollments and because there wasn’t a “central” department or Dept. Chair, messages were mixed or failed to reach everyone.
 - Eight new EDU classes were created (7 of which are already approved for transfer)
- C. Almeda thanked the Math and Science departments for course content areas as it relates to the EDU program.
- Reach out to C. Almeda, H. Parmelee, or A. Gibson-Howe, Pathway Advisor with questions.
- Encourage students to consider teaching as a career choice!

13. Adjournment – 3:10PM