

Academic Leadership Council  
Meeting Minutes  
1:00PM  
Friday, April 7, 2023  
TTC 4240

**Present:** Officers and voting members: C. Almeda, D. Benard, J. Brady, D. Coblenz, C. Gearig, K. Grubka, O. Hadzic, S. Hughes-Winfrey, J. Hunerjager, P. Jonas, D. Loucks, E. Martin, V. McCann, N. McClure, B. Murray, S. Myers, J. Ott, S. Ott, C. Pruis, K. Rivard, A. Rodgers, C. Schauer, J. Stotz-Ghosh, S. Walman, L. Wells

**Non-voting attendees:** D. Alexander, A. Brandt, D. Coates, P. Eagan, A. Fontaine, G. Fredericks, M. Morehouse, S. Postula, E. Shufro, K. Sparrow, B. Talsma, M. Walters

1. Call to Order – 1:01PM
2. Review/Revise Agenda
  - 2.1. Item 12.1 added – Faculty Granted Continuing Appointment Status
3. Meeting Minutes of March 3, 2023 - Approved
4. Guests
  - 4.1. Mary Morehouse, Part-Time Faculty Onboarding Update -
    - Level I Onboarding Summer session – April 17
    - Level II Onboarding – contractual requirement for continuing status – July 1
      - 10 hours of professional development topics related to college initiatives.
      - Must be completed over a three-year period.
      - Stipend upon completion - \$250
      - Pilot program with several part-time faculty – providing feedback.
5. Officer Reports
  - 5.1. Chair – Jenny Ott –
    - Congratulations – 12 newly tenured faculty members. (see list under item 12.1)
  - 5.2. Vice Chair- Philipp Jonas –
    - Welcome emails – for new students back on student portal.
    - Preloaded power score system – staff virtual desktop for off-campus access.
  - 5.3. Secretary – Cheryl Almeda –
    - New ‘Excellence’ award announced - Can nominate a full-time or part-time staff member or administrator for the award. Will be awarded in Fall 2023.
  - 5.4. Master of Committees – Kevin Dockerty –
    - No Report
  - 5.5. Faculty Liaison – Erick Martin –

- No Report
6. Academic Services – Paige Eagan
- 6.1. Course and Curriculum, with Joe Brady –

Education – EDU

New Courses (Effective 202420)

- EDU 209: Earth Science for Elem Ed, 3-1-4 (Lecture/Discussion - Standard Lab)
- Motion to approve new courses brought by P. Jonas, 2<sup>nd</sup> by E. Martin – motion passed.

Mathematics - MATH

New Courses (Effective 202420, 202510)

- MATH 153: Early Mathematical Reasoning, 4-4-0 (Lecture/Discussion)
- MATH 155: Number & Computation, 4-4-0 (Lecture/Discussion)
- Motion to approve new courses brought by P. Jonas, 2<sup>nd</sup> by E. Martin – motion passed.

Humanities - HUM

Course Changes (Effective 202420)

- HUM 120H Course title change to Honors: Utopia or Dystopia
- Motion to approve new courses brought by E. Martin, 2<sup>nd</sup> by P. Jonas – motion passed.

Other pieces shared for information only:

- AA / Education – 62 credit / MTA
- LEN 105P: Intro Cybercrime Investigation (pilot)
- SOC 202H: Honors Urban Sociology (honors)
- SOC 273H: Honors Service Learning (honors)
- EDU 108: Foundations of Education (general education-social sciences option)
- EDU 207: Physical Sciences for Elem Ed (general education-science option)

6.2. ILO Updates

- Institutional Learning Outcomes Review – College wide survey closes on April 25.
- Survey question – “Five to 10 years after a student graduates from Kalamazoo Valley Community College, what are the three most important things that you would like them to have learned and retained from their experiences at Kalamazoo Valley?”

6.3. HLC Conference Update

- Changing landscape of higher education - perceived value, future demographics, and outside challenges
- Program innovation - what will oversight look like moving forward with traditional credit and noncredit and how 3rd party certifications may be handled.
- E-learning vs correspondence learning - processes, quality, and oversight
- Assurance arguments and changes in regulations

6.4. Other Updates

- Faculty Summit – April 28
- S. Postula and K. Sparrow – Schedules for Winter 2024

- Schedule prep documents to be sent out on April 21
- Changes due by June 1
- Capacity in classrooms are being reviewed.
- Minimum Benchmarks
  - Have been reviewed and no changes to minimum benchmark scores for Reading, Writing and Mathematics.
  - A number of lower level courses are changing and there is a need to systematically update pre-requisites for a variety of college courses. Such associated pre-requisite changes will be handled as a blanket action.
  - After review from discipline faculty and support from instructional deans, the following courses will remove MATH minimum benchmarks: COM 230, ENG 226, HORT 200, HORT 221, WPE 130, WPE 140, WPE 145, WPE 150
- Teach/Talk/Tech
  - April 21 – “Reading and the Rushed Mindset” presented by Jim Ratliff and “Improving the Readability of Text in Canvas” presented by Dave Swan.
- Program Review Update
  - Number of Group 1 programs / Activity 2
  - Reach out the Allison Moore, Evan Pauken, Paige Eagan and/or your respective Dean with questions.
- Faculty Hiring Update
  - Offer has been made and accepted in ELT
  - Recommendations in process for CIS and HORT/BIO
  - Interviews in process for MATH and AUTO
- Academic Catch-up Program
  - One-time funds from the State but designing for future sustainability for the College
  - Addresses college connection with basic academic preparedness
  - Main target is just graduated high school students, but is not exclusive
  - Two 3-weeks (4 half-day sessions each week) planned.
- New Educational Endeavor for Kalamazoo Valley
  - Cosmetology and Barbering Institute / Non-credit Courses

## 7. Faculty Support – Gail Fredericks

### 7.1. Simple Syllabus Committee Pilot Update

- Some faculty are piloting the Simple Syllabus.
- Integrates with Canvas – standard layout / easy to use.
- Interactive menu for students and allows printing.

### 7.2. Turn-it-in

- David Kobb has created a video regarding updates on the Turn-it-in software and its ability to identify Chat GPT material.

## 8. Unfinished Business

### 8.1. Preferred Names

### 8.2. Evaluation Kit Update – Request to reconvene the committee to examine questions on the

survey.

## 9. New Business

### 9.1. Enrollment Reporting – Philipp Jonas

- Up-to-date enrollment reports.
- Comparison between 2022/2023. Full-time and part-time student enrollment and credit hours are down.
- Enrollment reports to be sent by email to department chairs and program directors.

## 10. Outstanding Issues and Updates

- No Report

## 11. Upcoming meeting dates for 2022-2023 –

- April 28 – Summit – 4240, Commons Theater
- June 2—TBD
- September – Summit
- October 6, 2023
- November 3, 2023
- December 1, 2023

## 12. Other

### 12.1. Reminders & Announcements –

- Congratulations to the following faculty granted continuing appointment status!
  - Taylor Birkholz, Biology
  - Amy Brandt, Librarian
  - Rebecca Durkee, Sociology
  - Meredith Holland, Psychology
  - Jill LaPenna, Nursing
  - Dorinda Loucks, Medical Assisting Technician
  - Susan Pearson, Respiratory Care Practitioner
  - Joanna Pozzuto, Biology
  - Christine Pruis, Chemistry
  - Daniel Stevens, Mathematics
  - Bethann Talsma, Business
  - Robert (Joe) Wagner, Business
- Winter 2023 Final Grade Submission - noon on Thursday, April 27.
- Commencement -- Sunday, April 30, 2023.
- Summer 2023 -- Classes begin Monday, May 8.
- April 14 – FSC / Techno-Rama
- April 19 –Library Nature Walk
- D. Alexander – Sean Gordon has been offered the “Chief of Police” position after completing the search/hiring process.
- Summit -- Friday, April 28.
  - Arbor Day Celebration will be 11:30AM-12:30PM.
  - Arbor Day 2023 Honorees –  
Monica Balachandran, wife of Bala Balachandran, Math Emeritus Faculty  
Bala Balachandran, Math Emeritus Faculty  
John Corbin, English Emeritus Faculty

Tom Hughes, History Faculty  
Tim Kane, Math Faculty  
Margaret Lester, Switchboard Operator  
Ron Riopel, Chemistry Faculty  
Cindy Wilson, Math Faculty  
Jane Geschwendt, English Faculty  
Barbara Taraskiewicz, Assistant Dean of Instruction  
Mary Ellen Fisher, Math Tutor  
Joe Wilder, Public Safety

## 12.2. Dig Deep!

- Julie Stotz-Ghosh, English Department
  - Shared PowerPoint / Video
  - Academic Writing/Technical/Business/ Creative/ Literature courses.
  - English Majors – Literature & Creative Writing pathways / Directly transfers / 200 level that transfer as 300 level.
  - Developmental writing ENG 099/110 offered in the Fall. – Thanks to A. Fontaine, R. Higginbotham, and W. deDie.
  - Academic Writing Roundtable – discussion about best practices, trends, current events.
  - Foster student, faculty, and staff engagement. – Visiting Writers Series
  - Collaborations with other departments.
- Deb Coates, kudos to Aubrey Rogers' Art in Animation Event with Oliva Grace and Co. and Jamie Hunerjager's ALS signing for the event on 4/1
  - Hosted character gala / Community Event.
  - Passport book – student and alumni work.
  - Visit [kvcc.edu](http://kvcc.edu) to check out details of the event.

## 13. Adjournment – 2:53PM