

Academic Leadership Council  
Meeting Minutes  
1:30PM  
Thursday, August 31, 2023  
TTC 4370-4380

**Present:** Officers and voting members: C. Almeda, D. Benard, J. Brady, D. Brock, D. Coblenz, K. Dockerty, K. Fuchs, C. Gearig, O. Hadzic, S. Hughes-Winfrey, J. Hunerjager, P. Jonas, T. Keena, W. Kring, D. Loucks, E. Martin, V. McCann, N. McClure, D. Multer, B. Murray, S. Myers, J. Ott, S. Ott, S. Pearson, C. Pruis, B. Purdy, J. Ratliff, K. Rivard, A. Rodgers, C. Schauer, T. Stefanick, J. Stotz-Ghosh, S. Walman

**Non-voting attendees:** R. Bair, N. Bergan, T. Birkholz, J. Boone, A. Brandt, R. Brill, R. Cipcic, D. Crouch, M. Dunneback, R. Durkee, P. Eagan, A. Fontaine, G. Fredericks, J. Garza, M. Gray, P. Grohs, M. Holland, S. Hubbell, T. Labadie, J. LaPenna, K. Lavender, D. Lindsley, D. Martin, A. Moore, L. Orr, J. Pozzuto, A. Quinones, S. Reidenbach, W. Reynolds, D. Roushangar, J. Schmidt, A. Snead, R. St. John, T. Sypris, K. Sparrow, B. Talsma, J. Talwar, L. Taylor, L. Thomas, R. Wagner, M. Walters, M. Washington

1. Call to Order – 1:31PM
2. Review/Revise Agenda
  - 3.2 Valley Advantage Program Recap & Update added to agenda – Louis Thomas.
3. Guests
  - 3.1. Welcome and introductions
    - Aaron Snead, Vice President for Information Technologies
    - Alisha Siebers, Assoc. Vice President for College Advancement and Executive Director of the KVCC Foundation
    - Sean Gordon, Director of Public Safety
    - Ryan St. John, Director of Recruitment and Outreach
    - Kevin Lavender, Director of Early College
  - 3.2. Louis Thomas – Valley Advantage Program – Summer Recap & Fall Update
    - Intensive three-week experience to help students prepare for college
    - 171 applied / 101 registered / 62 students completed program
    - Students devoted six hours a week to math, reading, and writing.
    - Improved ALEKS math scores by 85%
    - Resources were available to students / Learning center support / Library Access
    - Monthly bus passes and fuel cards were provided to the students.
    - Collaborated with food share program
    - Received positive feedback from students
    - Fall 2023 Valley Advantage starting September 26
4. Officer Reports
  - 4.1. Chair – Jenny Ott –
    - Shuffle – “Committee conversations” scheduled for this academic year.
    - ALC Canvas page updated with documents
    - *Toolbox for Department Chairs* – Will be available through the Faculty Support Center.
    - Chairs and Program Directors to be mindful of their responsibilities.

- 4.2. Vice Chair- Philipp Jonas –
  - Welcome Email system - MyValley – Student Support Portal
- 4.3. Secretary – Cheryl Almeda –
  - No Report
- 4.4. Master of Committees – Kevin Dockerty –
  - Chairs and Program Directors to provide summaries/updates about their respective committees.
- 4.5. Faculty Liaison – Erick Martin –
  - No Report
5. Academic Services – Paige Eagan
  - 5.1. Course and Curriculum, with Joe Brady – No Report
  - 5.2. Institutional Learning Outcomes update –
    - Survey in Winter 2023 – over 200 responses.
    - Ranked themes – Critical Thinking and Problem Solving / Communication and Expression
      - Program learning outcomes – career specific skills
      - Course learning outcomes
    - Work groups to assess the ILOs / Review syllabi and reduce ILOs
  - 5.3. Program Review update
    - Cohort 1 – January 2023
    - Cohort 2 – January 2025
    - Cohort 3 – January 2027
  - 5.4. Faculty Qualifications update
    - Xiracts Software / Faculty will be able to verify their credentials
    - Demonstration at next ALC meeting
  - 5.5. Other
    - Capital Outlay – didn’t receive funds from State – will resubmit in October 2023.
    - Participants Needed – Advisory Groups: Task force for Chairs then Program Directors / Part-Time Instructor hiring practices / Reach out to Sherry Postula if interested.
    - Community Resources Sheet – Paper & Electronic copy available
    - Acknowledge Alisha Cederberg’s service with Kalamazoo Valley
6. Faculty Support – Gail Fredericks
  - Faculty Toolkit / Check out FSC Newsletter
7. Unfinished Business
  - 7.1. Preferred Names Committee – now called “Used First Name” – under review
  - 7.2. Evaluation Kit – Update: Moving to new questions is on hold at this time
  - 7.3. Enrollment Reporting – Philipp Jonas presented a PowerPoint.
  - 7.4. Academic Dishonesty subcommittee to join the Academic Integrity group to investigate Artificial Intelligence relative to the college’s policy on academic dishonesty and integrity. Call for members in spring continues – please email Jenny Ott with your interest.
8. New Business
  - 8.1. HLC update, with Allison Moore – 2025-26 Academic Year

9. Outstanding Issues and Updates

9.1. ALC officer elections will be in November for Vice Chair and Master of Committees, who take their role in January 2024 for 2 years.

10. Upcoming meeting dates for 2023/2024— 1PM—room TBD.

- October 6
- November 3
- December 1 – this meeting may be on Zoom.
- January 4
- February 2 – this meeting may be on Zoom.
- March 1
- April 5
- April 26 -- Summit

11. Other

11.1. Welcome to new faculty and academic leadership!

- Nathan Brindley | Automotive Technology Faculty
- Daniel Crouch | Electrical Technology Faculty
- Rostam Ahmad Daud | Computer Information Systems Faculty
- Jason Garza | HVAC Faculty
- Lori Orr | Director of Nursing
- Sara Tanis | Biology/Horticulture
- Andrew Young | Mathematics Faculty

11.2. Reminders & Announcements –

- Shout Out to all who participated in the Valley Advantage program!
- J. Stotz-Ghosh – Visiting Writers Update
- Sabbatical Leave – Kelly Digby, Lasonda Wells, Nicole Newman, Gordon Bielby.

12. Adjournment – 2:49PM