

Academic Leadership Council  
Meeting Minutes  
1:00PM  
Friday, February 3, 2023  
Zoom

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

**Non-voting attendees:** D. Alexander, R. Bair, T. Batson, N. Bergan, A. Cederberg, M. Dunneback, R. Durkee, P. Eagan, G. Fredericks, T. Labadie, D. Lindsley, W. Reynolds, E. Shufro, K. Sparrow, M. Walters

1. Call to Order – 1:02PM
2. Review/Revise Agenda
3. Meeting Minutes of January 5, 2023 - Approved
4. Guests
  - 4.1. Mark Walters, Library Updates
    - New displays – “Valley Reads” – Faculty and students can participate and recommend their favorite books.
    - Seasonal Affective Disorders ‘SAD’ Lamps (Light Therapy Lamps) available for checkout.
    - Exercise bike (small) – to be placed under desk – available for checkout.
    - Laptop checkout forms are no longer required for students to fill out.
    - Total of 534 laptops checked out for Fall 2022 semester.
  - 4.2. Trice Batson, Preferred Names Committee Update
    - Two task forces: IT / Communications
    - Preferred names now called ‘used names’
    - By Spring 2023 Summit – official updates (for used vs. legal names) and two forward-facing websites for staff and students.
5. Officer Reports
  - 5.1. Chair – Jenny Ott –
    - No Report
  - 5.2. Vice Chair- Philipp Jonas –
    - Shout-outs for the EMT Program –
      - Achieving 5-year accreditation through the Commission on Accreditation of Allied Health Education Programs (CAAHEP) without need for any interim reporting or progress reporting.
      - 2- Obtaining a \$192k grant to support Emergency Medical Services Workforce, through the Michigan Department of Health and Human Services (MDHHS). Statement of purpose = to establish, implement, and operate a workforce development program to be

used for training people in emergency medical services to address the critical shortage of paramedics statewide and to increase accessibility to EMS education programming, specifically paramedic programs in Michigan.

5.3. Secretary – Cheryl Almeda –

- Promise Updates/Snippets from our 21-22 Grade Report:
  - From Fall 21 -Summer 22 there were 52 graduates.
  - From W21-F22 over 50% of promise students are receiving 2.5 or higher course grades
  - There was a multi semester correlation between reinstating the Progress Report Luncheons and check ins which shows decreases in 0.0 and 1.0 grades
  - Scholars are more engaged, taking advantage of resources to prevent barriers, while relationships with faculty are improving.

5.4. Master of Committees – Kevin Dockerty –

- No Report

5.5. Faculty Liaison – Erick Martin –

- Print Services issues with pick up during evening hours.

6. Academic Services – Paige Eagan

6.1. Course and Curriculum, with Joe Brady –

- No Report

6.2. Other Updates – Paige Eagan

- Academic Calendar 2024-2026: Updated original 2025/2026 calendars that were distributed.
- Denise Lindsley: Update on Zoom tutoring – Zoom hours available!
  - Sundays – 2pm-10pm for Math
  - Sundays – 4pm-9pm for Writing
  - Students have to schedule appointments by the Friday before.
  - Spanish, Accounting, Economics and Chemistry available for Sunday hours as well.
- Student Development Services Update –
  - “Bookings” Microsoft 365 / Calendar add-on being considered.
    - Double-bookings occurred – Bookings Calendar to help resolve those issues for now.
    - Working on aligning Bookings with Banner.
- IT Update –
  - All students moving to multifactor authentication soon.
  - Students will need additional IT help with this process.
- Upcoming Retirements:
  - Tim Welsh June 30, 2023
  - Linda Depta May 19, 2023

7. Faculty Support – Gail Fredericks

- FERPA Workgroup excited about the survey responses – keep them coming!
  - Deadline for responses is February 10, 2023

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 (see item 6 above)
9. New Business
  - No Report
10. Outstanding Issues and Updates
  - No Report
11. Upcoming meeting dates for 2022-2023 –
  - March 3 @ 1Pm – 4370-4380
  - April 7 @ 1PM - 4240, Commons Theater
  - April 28 – Summit – 4240, Commons Theater
  - June 2—TBD
12. Other
  - 12.1. Reminders & Announcements –
    - Assessment, Year 3, is due Feb. 10, 2023. Contact Dr. Coates, [dcoates@kvcc.edu](mailto:dcoates@kvcc.edu) and reference the Institutional Learning Outcomes
  - 12.2. Dig Deep!
    - Nicole McClure, Mathematics Department updates
      - Refining work on co-requisites (21/22 and 22/23 through now)
      - Math Education courses have been updated
      - Guided self-placement under consideration; team of leaders across the college
      - Thank you to the Math Department – every member of the team is contributing to multiple initiatives and working very hard.
    - Rachel Bair, AGF 212 updates (Agrifoods and Processing)
      - Valley Hub and Urban Hub
      - New course AGF 212 – assigned to Kyle Mitchell – offered for the first time this fall
        - Real world hands-on experience
        - Shared photos from of the experience – Thank you to the AGF department.
13. Adjournment – 1:47PM