

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

**Present:** Officers and voting members: C. Almeda, J. Brady, K. Dockerty, K. Fuchs, C. Gearig, 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, J. Ratliff, K. Rivard, A. Rodgers, C. Schauer, T. Stefanick, J. Stotz-Ghosh, S. Walman

**Non-voting attendees:** M. Adams, D. Alexander, N. Bergan, J. Burns, A. Cederberg, M. Dunneback, R. Durkee, P. Eagan, T. Labadie, D. Lindsley, E. Pauken, S. Postula, W. Reynolds, K. Sparrow, R. Wagner, M. Walters, T. Welsh

1. Call to Order – 1:02PM
2. Review/Revise Agenda
3. Meeting Minutes of February 3, 2023 - Approved
4. Guests
  - 4.1. Alisha Cederberg, Student Financial Services, a.k.a. – One Stop for Financial Aid/Pay Station
    - Pay Station and Financial Aid services combined – starting April 3 – Renamed to Student Financial Services.
    - Location for the combined services – Financial Aid Office.
    - Financial Aid phone number will remain the same; Pay Station phone number will automatically be forwarded to Financial Aid.
    - Finaid@kvcc.edu email for both services.
    - Petty Cash Requests – Business Services Office
  - 4.2. Alisha Cederberg and Evan Pauken, Student Voices Advisory Committee Update
    - Format change to better serve the students and college.
    - Ways to infuse student voices in college committees.
    - Committee wrap-up reports to indicate if student voices would be helpful for certain committees.
    - Leadership and growth opportunities for students.
5. Officer Reports
  - 5.1. Chair – Jenny Ott –
    - Addressed the violence at Michigan State University and reinforced that safety conversations (for students, faculty and staff) are happening with members of Cabinet.
    - D. Alexander – Guide to Emergency Preparedness located in every classroom.
  - 5.2. Vice Chair- Philipp Jonas –
    - No Report
  - 5.3. Secretary – Cheryl Almeda –
    - No Report

5.4. Master of Committees – Kevin Dockerty –

- No Report

5.5. Faculty Liaison – Erick Martin –

- Concerns –
  - Active Shooter Processes and Procedures / Revisit Training
    - D. Alexander – Staff are required to complete trainings
    - P. Eagan – Faculty to have trainings as well, possibly at Summit.
  - Student Referral Forms (Early Alert) Process
    - Students are alerted when instructors submit a student referral form – which may cause students to be confused or concerned.
    - Requested that the student not be updated when an alert is sent out.
    - P. Eagan – Team involved with this process will need time to assess what everyone can see and work out a plan to change the system.

6. Academic Services – Paige Eagan

6.1. Course and Curriculum, with Joe Brady –

- No Report

6.2. Other Updates – Paige Eagan

- Reminder – Moving to a holistic admissions process for all credit health careers programs for Fall 2023 cohorts (application opens April 1).
- Tim Welsh – Print Services Update
  - Contact Larry Sandt with any questions or concerns – Quality of work / Walk-Up availability / Interoffice mailing for print orders
- Community Partners Group – Positive feedback / Shared appreciation for KVCC
- Variety of Advisory Committee Boards met March 2<sup>nd</sup> and 3<sup>rd</sup>
- Teach/Talk/Tech – 3<sup>rd</sup> Friday of every month – Breakfast will be served.

7. Faculty Support – Gail Fredericks

- No Report

8. Unfinished Business

8.1. Preferred Names

8.2. Evaluation Kit Update – Deb Coates

- Committee members reconsidering Evaluation kit questions
- Homework for the committee members – validate or refute the questions asked.
- Will bring recommendations to Paige Eagan.

8.3. Welcome emails

9. New Business

- No Report

10. Outstanding Issues and Updates

- No Report

11. Upcoming meeting dates for 2022-2023 –

- April 7 @ 1PM - 4240, Commons Theater
- April 28 – Summit – 4240, Commons Theater
- June 2—TBD

12. Other

12.1. Reminders & Announcements –

- Lunch with the President – March 22<sup>nd</sup> and April 6<sup>th</sup>
- Women’s History Panel – March 21<sup>st</sup> – Lunch will be served.

12.2. Dig Deep!

- Aubrey Rodgers – Applied Arts & Media Technologies – Shared PowerPoint
  - Design & Draw – fun and informal get together with AAMT instructors
  - “Art In” Series
    - Showcases animation game art program
    - Promote Early Middle College camps
    - Character Gala Event – April 1<sup>st</sup> – meet-and-greet and photo opportunity with more than 10 characters, enchanting performances, and dancing.
    - Students will have the opportunity to draw and inspire others.
  - Character visits in Kalamazoo
    - Olivia Grace & Company –
    - Character visits for children in hospitals
  - “Art In” Comics
    - Comic Book Day – May 6<sup>th</sup>
    - Workshop on ‘how to’ do simple drawings
- Chris Gearig – Computer Information Systems – Shared PowerPoint
  - Course Updates for CIS 100 & CIS 105
    - CIS 100 – Beginning Computer Skills
    - 2 Credit Hours – No Pre-Requisite – Geared towards anyone wanting to learn more about IT.
    - CIS 105 – Introduction to CIS
    - 3 Credit Hours – Geared towards students interested in IT field.
    - Both courses use a ‘Test Out’ curriculum – Videos for students to watch / Descriptions and Instructions / Practice Questions
    - Contact Chris Gearig for more information.

13. Adjournment – 2:15PM