

Academic Leadership Council
Meeting Minutes
1:00 pm
Friday, March 14, 2025
TTC 4370-4380

Present: Joe Brady, Dwight Coblentz, Kevin Dockerty, Chris Gearing, Stephanie Hughes-Winfrey, Tom Keena, Bill Kring, Dee Loucks, Veronica McCann, Nicole McClure, Brian Murray, Jenny Ott, Steve Ott, Susan Pearson, Chris Pruis, Karen Rivard, Aubrey Rodgers, Joel Schmidt, Lasonda Wells

Non-voting attendees: John Abbott, Valerie Bustillos, Mark Dunneback, Paige Egan, Anna Fontaine, Tracy Labadie, Denise Lindsley, Angel Marsh-Peek, Kelly Naatjes, Sherry Postula, Lauren Prister, Ashleigh Quinones, Jason Ramsey, Billy Reynolds, Alisha Siebers, Bethann Talsma, Sara Tanis

1. Call to Order – 1:03 PM
2. Review/Revise Agenda
3. Meeting Minutes of February 7, 2025 – Approved
4. Guests
 - 4.1. Angela Marsh-Peek
 - Angela will serve as the new Assistant Dean of Accreditation & Compliance
 - Her background is in higher education and foster home licensing with prior experience in compliance and accreditation
 - 10-year accreditation set for March 16-17, 2026
5. Officer Reports
 - 5.1. Chair – Jenny Ott
 - Met with administration – discussed college delayed opening and emergency lockdown alerts.
 - 5.2. Vice Chair – Philipp Jonas –
 - No Report
 - 5.3. Secretary – Susan Pearson –
 - No Report
 - 5.4. Master of Committees – Kevin Dockerty – Enrollment Reporting
 - Winter 2025 - Students +3.7%, Credit +2.4%, Contact +2.2%
 - Summer 2025 - Students +4.9%, Credit +7.1%, Contact +4.8%
 - 5.5. Faculty Liaison – Jim Ratliff –
 - No Report
6. Academic Services – Paige Egan
 - 6.1. Course and Curriculum, Joe Brady - [documents here](#)
 - Level 1- information items:
 - 6.1..1. EDU 217: change title to "Special Ed Theory & Practice"

- 6.1..2. EMT 124: add BIO 215 as "or" option for BIO 210 in prerequisite; retain MATH 100 as also enforced
- 6.1..3. MATH 153: Change prerequisite from MATH 115 or MATH 150 to just MATH 115 required
- Level 3- First Reading
 - 6.1..1. ART 222, ART 293, ART 297, ART 298, ART 299- course inactivation
 - 6.1..2. GEO 109, GEO 209 – course inactivation
 - 6.1..3. HUM 102, HUM 103 – new courses - History of Rock & Roll
 - 6.1..4. MUS 102 – course inactivation
 - 6.1..5. PHY 120, PHY 180 – course inactivation
 - 6.1..6. WELD 182, WELD 184, WELD 186, WELD 188, WELD 191, WELD 192, WELD 240, WELD 255, WELD 265 – course inactivation
- 6.2. Faculty Instruction Manual
 - New Employee Handbook
- 6.3. Testing Center discussion
 - 9 cameras added to main testing area. In addition to 8 current cameras.
- 6.4. Grant updates – Tracy Labadie
 - None
- 6.5. Paige Egan
 - Review and vote on level 3 items, passed onto May ALC
 - Ad-Astra progression – Monitor allows us to watch enrollment in real time. Small group will be trained first, followed by the Program Directors & Chairs.
 - ATAIN (AI Transfer & Articulation Infrastructure Network) – 4 partner institutions to trial this with: WMU, GVSU, Ferris State University and Davenport University.
 - Academic Calendar – Follow academic calendar; beginning/end dates of term, breaks
 - Men’s Basketball- NJCCA Championship Tournament; March 18
 - Deadline to petition to graduate March 31
 - Summer registration is open
 - KV Foodways Symposium is April 4-5
- 7. Faculty Support – Gail Fredricks
 - 7.1. Seeds of Pedagogy – April 11
- 8. Unfinished Business
 - 8.1. Evaluation Kit, moving to new questions is on hold at this time
 - 8.2. FERPA FAQ sheet forthcoming, Sarah Hubbell
- 9. Upcoming meeting dates for 2024/2025— 1PM
 - 9.1. April 4 @ 1PM - TTC room 4370_4380
 - 9.2. May 2 @ TBD, per Summit Scheduling
 - 9.3. June, July, August - reserved for special meetings only, and dates/times are subject to room and faculty availability.
- 10. Reminders –

- 10.1. [Canvas Checklist](#) is required for all courses part-time and full-time faculty are planning to offer in Winter 2026. The deadline for submitting courses for final review is July 1, 2025. Course assignments for Winter 2026 may be impacted if a course review is submitted after July 1, 2025. If a course review is submitted after August 29, 2025, the instructor will not be assigned online or blended courses for Winter 2026.
- 10.2. [Semester Action Dates – Winter 2025](#)
 - First 7 Week Classes Ended – March 10. Second 7 Week Classes Start – March 11, 2025.
 - First 12 Week Classes End – April 14, 2025
 - Classes End – April 28, 2025
 - Final Grades Due – May 1, 2025 by 12PM
 - Faculty Summit Day – May 2, 2025
- 10.3. [Semester Action Dates – Summer 2025](#)
 - Semester begins – May 12, 2025
11. Announcements –
 - 11.1. [Ned Foskey Poetry Prize Contest](#) – entries accepted until April 1, 2025.
 - 11.2. [English Department Essay Contest for 2024-2025](#) – deadline is May 2, 2025.
12. Events --
 - 12.1. Enhanced FAFSA support night, March 18, 2025, 5-7PM, Student Commons Computer Lab at TTC.
 - 12.2. Commencement, Sunday, April 27, 2025.
13. Adjournment – 1:33 PM