

Academic Leadership Council
Meeting Minutes
2:45 P.M.
Friday, May 2, 2025
TTC 4370-4380

Present: Cheryl Almeda, Dan Bernard, Joe Brady, Kelly Digby, Kevin Dockerty, Omer Hadzic, Stephanie Hughes-Winfrey, Phillip Jonas, Tom Keena, Bill Kring, Dee Loucks, Veronica McCann, Nicole McClure, Brian Murray, Diana Multer. Scott Myers, Jenny Ott, Steve Ott, Susan Pearson, Chris Pruis, Beth Purdy, Jim Ratliff, Aubrey Rodgers, Joel Schmidt, Trevor Stefanick

Non-voting attendees: John Abbott, Taylor Birkholz, Joel Boone, Dan Crouch, Kaylie Crowe, Mark Dunneback, Rebecca Durkee, Paige Egan, Anna Fontaine, Peter Grohs, Kelly Naatjes, Lori Orr, Lauren Prister, Jason Ramsey, Diane Roushangar, Theo Sypris, Bethann Talsma, Sara Tanis, Robert Vezeau

1. Call to Order – 2:46 PM
2. Review/Revise Agenda
3. Meeting Minutes of April 4, 2025– Approved
4. Officer Reports
 - 4.1. Chair – Jenny Ott
 - No Report
 - 4.2. Vice Chair – Philipp Jonas –
 - No Report
 - 4.3. Secretary – Susan Pearson –
 - No Report
 - 4.4. Master of Committees – Kevin Dockerty –
 - No Report
 - 4.5. Faculty Liaison – Jim Ratliff –
 - No Report
5. Academic Services – Paige Egan
 - 5.1. Course and Curriculum, Joe Brady -
 - Level 1- Informational Items
 - Math 220 – Probability & Statistics
 - Updated description removes need for calculator
 - Chem 120 – General Chemistry I
 - Removed Math 120 prerequisite, added completion of Math 115 or completion/enrollment in 11 additional courses
 - Physics 111 – College Physics I
 - Same requirements as Chem 120
 - Level 2 – Items for Approval
 - Changes to CLO's and ILO's to following courses

- BUS 103, CIS 170, MATH 106
 - Motion to approve CLO/ILO changes brought by P. Jonas, 2nd by K. Dockerty – motion passed.
- Level 3-
 - Two New Courses: HUM 102 & 103
 - History of Rock and Roll (102) / History of Hip Hop (103)
 - History of Rock and Roll originally MUS 102
 - Searching for instructor with appropriate credentials
 - Motion to approve creation of HUM 102/103 by P. Jonas, 2nd by C. Puis – motion passed.
 - 19 Proposed Course Inactivation's
 - ART 222, 293, 297, 298, 299; Motion to inactivate by P. Jonas, 2nd by C. Puis – motion passed.
 - GEO 109 & 209; Motion to inactivate by P. Jonas, 2nd by S. Pearson – motion passed.
 - MUS 102: Motion to inactivate by P. Jonas, 2nd by D. Loucks – motion passed.
 - PHY 120 & 180; Motion to inactivate by P. Jonas, 2nd by K. Dockerty – motion passed.
 - WELD 182, 184, 186, 188, 191, 192, 240, 225 & 265; Motion to inactivate by P. Jonas, 2nd by K. Dockerty – motion passed.

5.2. Paige Egan

- **Planned Power outage:** There will be a planned temporary power outage at ACC on Sunday, May 4.
- **Faculty Parking TTC:** The Faculty parking lot at TTC will be closed the week of May 5 for resurfacing (weather permitting).
- **TTC Testing Center:** In order to install additional cameras in the TTC Testing Center, it will be closed the week of May 5 for the installation and set-up work to be completed.
- **Summer Hours:** Please note adjusted building hours for the summer. Go to <https://www.kvcc.edu/about/hours.php> for hours of operation by campus. In between semesters, all buildings, with the exception of the Kalamazoo Valley Museum, will close at 5 p.m.
- **Overload Exception Request Process and Form** - Final review and input is in progress. An email from the Office of the Provost will be sent to full-time faculty with the final information and form within the next week.
- **Office Move Request** (aka Office Hopscotch) - An email from the Office of the Provost will be sent to full-time faculty by May 12 with this year's instructions, dates, and request information.
- **CLO's:** Thank you to everyone who has submitted their Course Learning Outcome (CLO) Assessment data so far. CLO data submission is an essential part of our assessment process. As grades were due by Thursday, May 1, faculty have until

Sunday, May 4 to complete their CLO data submissions. Faculty will receive their CLO, Power BI reports via your school email on Monday, May 5. Please reach out to Anna Fontaine with questions. Thanks again for your continued commitment to improving student learning and supporting our assessment efforts.

- **Reminder about Canvas Checklist due dates:** Details are in the reminders below
- **University Collaboration News:**
 - STEM Transfer Pathways Summit at WMU. Valley was well represented at the event with a variety of other state community colleges. Student panel with six participants — three of whom were KV grads!
 - Valley-to-Valley Institutional Articulation Agreement signing. Kalamazoo Valley and Grand Valley State University representatives came together, formerly recognizing our partnership, and laying the groundwork to forge new transfer opportunities for our students.

6. Outstanding Issues and Updates

- Enrollment Reporting – Phillip Jonas
 - Up 6.9% summer enrollment
 - Fall enrollment 20%
 - Phillip's new acronym - CDE (continuous direct enrollment)

7. Unfinished Business

- 7.1. Evaluation Kit, moving to new questions is on hold at this time
- 7.2. FERPA FAQ sheet forthcoming, Sarah Hubbell

8. Upcoming meeting dates for 2025 - 1PM

- 8.1. June, July, August - reserved for special meetings only, and dates/times are subject to room and faculty availability.

9. Reminders –

- 9.1. [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.

9.2. [Semester Action Dates – Summer 2025](#)

- Semester begins – May 12, 2025

9.3. [Semester Action Dates – Fall 2025](#)

- College Summit Day – Wednesday, August 27, 2025 & Thursday, August 28, 2025
- Semester begins – Wednesday, September 3, 2025

- View the schedule [here](#).

9.4. [Academic Calendar – 2025-2026](#)

10. Announcements –

10.1. The Kalamazoo Institute of Art will be sponsoring four Kalamazoo Valley students at the Art Fair June 6-7, 2025

- Students will have a tent near the information booth

10.2. DEI and Inclusive studies

- Following legislative mandates
 - Most recent FAQ does not target classroom content directly
- Continuing effort to offer classes and serve students

10.3. Poetry Prize Reading 5.2.25

10.4. Tennis Club – Mondays 3:30-5 (Students only)

10.5. Respiratory Students competed in state competitions

- Two Valley teams made it to final four

11. Adjournment – 3:22 PM