

Instructional and Student Success Services Administrators

Meeting Minutes

June 19, 2019

Present: P. Eagan, G. Fredericks, C. Gibson, P. Henning, D. Lindsley, B. Reynolds, B. Taraskiewicz, L. Thomas, M. Walters

Absent: D. Coates, L. Cosby, T. Haman, D. Miller

1. Call to Order – The meeting was called to order at 8:30 a.m.
2. Meeting Minutes of April 24, and May 22, 2019 - The meeting minutes of April 24, and May 22, 2019 were approved as distributed.
3. Information Sharing/Updates
 - 3.1 Cabinet – An overview of the June 18, 2019 Cabinet meeting was provided. Minutes will be distributed once approved.
 - 3.2 IDEA Replacement Committee – P. Eagan and G. Fredericks reported on progress to date and next steps.
 - 3.3 Fit Faculty – Nothing new to report.
 - 3.4 Highlights from Our Areas
 - L. Thomas reported on KVAAP Connect events.
 - P. Henning provided a personnel update and reported on Dental program pass rates.
 - P. Eagan provided hiring updates and reported the Industrial Trades area is planning a fall open house event in early October. More to come.
 - B. Reynolds reported on discussions to pull together a Discovery Group for the Arts. More to come.
 - 3.5 Strategic Planning – P. Eagan reminded all of the new budgeting expectations and next steps.
 - 3.6 HLC Visit and Online Programs – The group briefly discussed the upcoming HLC visit.
 - 3.7 Guided Pathways – P. Eagan reported on the upcoming State Leadership meeting in Lansing.
 - 3.8 Evening and Weekend Task Force – Postponed
 - 3.9 Credit-Noncredit Opportunities
 - P. Eagan reported C. Jbara will join the Course and Curriculum Committee this fall bringing noncredit representation to the table.
 - P. Henning reported on credit/noncredit opportunities in the Culinary and Allied Health areas.
 - 3.10 Opportunities/Activities for Students – L. Thomas reported on the upcoming KVAAP Cook-out scheduled for Tuesday, July 30, 2019, Noon to 2:00, AWH Courtyard.
 - 3.11 Section Preference form for Adjunct Instructors – P. Eagan reported HR is working to pull together a group to begin work on a Section Preference Form for Adjunct Instructors. Volunteers are needed. Contact HR with interest.
 - 3.12 KPIs – P. Eagan distributed for review FY 2019 KPIs. Input is needed by July 8, 2019.
 - 3.13 Transition Meetings with Dr. Linden – P. Eagan reported on preparations for initial transition meetings with Dr. Linden. Group input will be gathered via google forms. P. Eagan will send the Google Forms link to the group. Responses are due prior to July 8th.
 - 3.14 Upcoming Meetings
 - 3.14.1 July 17, 2019
 - 8:00 – 9:00 - General meeting
 - 9:00 – 10:00 - Time with HR to go over adjunct contract. (Optional)
 - 3.14.2 July 24, 2019 – Follow-up retreat ½ day with Dr. Linden
 - Time discussed – 8:00 – Noon – Location FIC or CAH Private Dining

4. Other
 - G. Fredericks distributed for review LMS requirements gathered from other colleges. The group briefly discussed LMS language and requirements specific to KVCC. G. Fredericks agreed to pull together draft LMS requirements to be shared with the group. G. Fredericks noted the switch to Canvas takes place fall 2020.
5. Reality Checks – KVAAP Recruitment vs Enrollment Population
6. Kudos!
 - P. Henning recognized Nate Nielsen for his help on Perkins and Human Resources for their help with the CAH hiring process.
 - L. Thomas recognized Craig Jbara for his help with the KVAAP University Plan collaboration.
 - To Paige Eagan for a great job filling in as the Interim Vice President for Instruction and Student Services.
7. Student Success Shout-Outs
 - To Talia Tevis for her work to clean-up accessibility issues. Great job!
8. Wrap-up/Next Steps/Agenda Items
9. Next Meeting: July 17, 2019 at 8:00 a.m. in room 9318 (SSC Conference Room)
10. Adjourn – The meeting adjourned at 10:12 a.m.

Future Agenda Items:

Early Alert - Cosby

Adjunct Faculty Classroom Observations - Eagan