

Academic Leadership Council

Minutes

January 9, 2018

I. Meeting opened by Trinity Williams, ALC Chair

- A. September 12, 2017 minutes were reviewed and accepted with no changes.

II. Jackie Hughes, Instructional Technology Coordinator

Mary Holmes, E-Learning Systems Administrator (could not attend)

- A. Blackboard Accessibility: A Report Card
 1. A overview of Blackboard Ally was given, using a slide presentation. Ally is familiar to all – it informs instructors of accessibility compliance and gives students options of alternative formats for viewing documents.
 2. The reporting capabilities of Ally were reviewed, and the benefits of using this tool for course scheduling as well as other applications were covered. New function planned for July 2018
 3. Reminder given to members that utilizing Ally counts as a college diversity activity.
 4. Some of the typical problems encountered with documents were reviewed.
 5. Jackie is happy to schedule individual/group training sessions as needed, and campus wide scheduled training sessions will also be announced. The FCTL newsletter and website will contain Ally information. She can be invited back to ALC for additional updates.

III. Amy Buse, MyDegree Project Director

- A. Two handouts were provided: A quiz to complete and leave with Amy, and a Call to Action handout to take away.
- B. A general overview of the MyDegree project was given, using a slide presentation. MyDegree was purchased in 2009. Amy joined the project half-time in 2015, and is now on full release to work with MyDegree
 1. The electronic audit system was reviewed and how MyDegree pulls from Banner so the student's progress is monitored constantly as far as progress to degree.
 2. Explanation of the curricular process and how all 7 steps of that process affect MyDegree. Therefore it is advisable to bring MyDegree into the process as a first step.
 3. Impact of MyDegree on the admission and program change processes.
 4. Checksheet alignment process reviewed.
 5. Advising and graduation clearance with MyDegree reviewed.
 6. The benefits of MyDegree to the University were covered.
 7. Upcoming changes to MyDegree were shared with a timeline for each.
 8. The 6 points on the Call to Action handout were covered.
- C. MyDegree is happy to provide continued training, and she can be invited back to ALC to continue providing updates on MyDegree.

IV. College of Engineering Technology School and Department Leadership

- A. College of Engineering Technology Student Engagement Activities
 1. Bob Eastley, Built Environment, HVACR, Architecture & Facility Management, Construction Management.

- a. Gave examples of student engagement activities by each program area.
 - b. Construction has 2 student organizations who are involved in tutoring, community service and student competitions among many activities.
 - c. Architecture & Fac. Mgmt. has new physical space as a result of recent renovations with new studios and gallery, which are now very cutting edge. They are currently working on a disability evaluation of several buildings on campus.
 - d. HVACR is involved in several outside initiatives.
2. Ben Upham, Automotive Service Technology and Heavy Equipment
- a. Gave examples of student engagement activities for Automotive and Heavy Equipment which include: Society of Automotive Engineers RSO which enters competitions which include building a vehicle from the ground up, from the design stage, right up to the functioning vehicle, including a presentation on every element of the design process. Students take regular field trips to GM Chrysler, GM Power Train, and seniors attend a major event at Cobo Hall.
 - b. The Heavy Equipment RSOs work with the public sector, attending events, with participation in tractor pulls and other local events.
3. Rich Goosen, School of Design and Manufacturing
- a. All programs incorporate student activities. They are particularly proud of the Ferris Maker's Space, an open lab on the 1st floor of the plastics building. Examples of use and projects were outlined. Students from 39 majors have utilized the space. On and off campus areas have taken advantage of the Maker's space including: Physical Plant, Graphic Design, Muskegon River Watershed group, Art Gallery (joint project).

V. Announcements

- A. Jeff Ek announced that names for the Criterion committee have been submitted and are those faculty are being contacted. The committee is being established.

Minutes submitted by
 Gayle Driggers
 CAS Secretary III

Statement of Purpose: The Academic Leadership Council will promote collaboration in the Division of Academic Affairs; provide a forum for the development, exchange, and promotion of ideas and best practices; and discuss the implementation of policies presented by the Deans' Council and Division of Academic Affairs that impact processes and procedures.