



Academic Leadership Team Minutes
April 14, 2026
1:00-3:00 p.m.

	Lori Armstrong		Dean of Transfer	x	Dr. Melanie Pecord
x	JoElla Basler	x	Kristy Stephenson		Teale Betts
x	Dr. April Dollins, DON	x	Rebecca Steinmetz		Coordinator of Innovation
x	Wendy Harris	x	Dr. Ian Nicolaides	x	Lindsay Johnson
x	Ginger Harner				

I. Call to Order at 1:05 p.m. by Dr. Pecord

II. Approve March 24, 2026 Minutes A motion to accept the minutes as presented was made by Ginger and seconded by Wendy. All approved.

III. Items for Discussion

A. Strategic Plan 2026-2030 Update

Dr. Pecord gave an update on the status of the strategic plan update. Over the last few retreats initiatives have been plotted on the graph that Dr. Taylor has created to prioritize initiatives. The team will assign the weight to the initiatives to see which ones will be focused on in the years 26-30. There are 50 initiatives hoping to narrow down to 18-20 based on identifying these as something we can do taking into consideration people loads, workloads, and impact to the institution.

B. VPAA/Deans Search Update

We have one person left to interview for the VPAA. Then, a decision will be made to identify those who will come to campus for an in-person interview with the committee and Dr. Taylor. The committee is hoping for the candidates to come to campus at the end of the semester.

We have completed interviews for Dean of Transfer. We are hopeful to produce a candidate.

Dean Allied Health and Nursing candidate withdrew. We are back to taking applications.

Coordinator of Innovation interviewed candidates. We are waiting for the offer to be made. Kristy found we will have to get that position access to WIDS. Currently there is no on campus with credentials to access WIDS.

C. Monitoring Reports

1. May 11 Accreditation & Certifications
2. July 6 Community Education
3. Oct. 5 Baccalaureate/Transfer Program
4. Nov. 9 Continuing Education and Workforce Training

Dr. Pecord reminded these reports are for the first reads. Dr. Taylor is updating these reports as they come up. Please keep in mind some of the items or data we may not necessarily have. Dr. Taylor sees that as an opportunity for us to improve our data collection and growth.

D. Fall Convocation Presentation Topics

Dr. Pecord has AI in her notes and will be meeting CAO groups to identify who can do a presentation on AI in the classroom. Becky was approached by a member of Student Affairs for a suggestion of Delve Heath Consulting for the presentation. Dr. Jacobs is a member of the local community. One of her specialties is organizational health. The team thought it might be an opportunity to hear from it from another perspective. Becky will inquire, get a quote, and research funding opportunities.

E. Academic Affairs Handbook Review – Becky will email to the team

Becky has started reviewing the Academic Affairs Handbook for the upcoming year. She is waiting on one piece for sure. Once that piece is received, Becky will email the handbook for team review.

F. OS for Grading Input

Feedback from faculty for the 60% completion of the course work to issue an “I” grade with 30 days completion was well received. We will take this Academic Affairs Council to start the process and bring a draft back for review.

G. Summer Meet Schedule

In previous years, we only met once a month throughout the summer semester. Do we want to continue this practice? If so, which meetings do we want to keep? After discussions, we will be keeping the second meeting of the month with option to review for availability.

IV. New Business

V. Old Business

VI. Announcements

There was an inquiry about additional projects this summer beyond the HVAC project in the L building. There will be a lower-level window replacement project this summer.

Reminder to spend budgets by June 30.

There are advisory meetings coming up.

Next Wednesday, April 22, there will be Lunch with Leadership as part of the Spring Fest for students.

The Poetry Slam will be coming up next week.

Ginger attended a webinar on the Pell for Workforce, they are building guidance. She will stay plugged in.

On May 6, there will be a faculty professional development offered during lunch in the K Computer Labs. It will be AI in the Classroom with MacKenzie Scherer.

On April 30, there will be a baby shower for Dr. Spicer and his wife. The theme is Books and Bottoms.

Gabriel from IE is administering the QR code for the SSCCEE survey. There are some concerns how the QR code is issued across ITV platforms wanting to make sure students have the opportunity to contribute.

VII. Adjournment A motion to adjourn was made by Kristy and seconded by Ginger. All approved.