



Academic Leadership Team Minutes
July 28, 2026
1:00-3:00 p.m.

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

- I. **Call to Order** at 1:09 pm by Dr. Pecord
- II. **Approve May 12, 2026 Minutes (No June Meeting)** A motion was made to accept the May minutes as presented by Kristy and seconded by Ginger. All approved.
- III. **Items for Discussion**
 - A. **Scheduling Spreadsheet Refresher**
Becky reviewed the scheduling spreadsheet for the new users and refresh previous users. She briefly explained the next scheduling procedures.
 - B. **Shared Governance**
Dr. Pecord requested input from our team regarding the teams, team composition, and meeting schedules regarding Shared Governance. We need to make sure this process is most efficient. Any changes will need to go to the BoT in September. In relation to ALT, the team likes the composition and meeting schedule.
- IV. **New Business**
- V. **Old Business**
- VI. **Announcements**

A. Monitoring Reports

- Oct. 5 Baccalaureate/Transfer Program
- Nov. 9 Continuing Education and Workforce Training

B. Open Positions

The Coordinator of Learning Innovations is still vacant. We are looking at reposting or combing vacant positions to fill the gaps within Academic Affairs. In the meantime, Dr. Pecord will make sure Moodle and Simple Syllabus is available for the faculty. IT is willing to assist, however, they do ask if help is needed to complete a Help Desk ticket. This will allow tasks to scheduled effectively and efficiently.

Members inquired about what all the open positions were. Dr. Pecord reviewed the open positions and how they are being filled or where we are in the application process.

C. Convocation

The Convocation Agenda is still in draft. Assessment is the day after Convocation this year. This is different from the last few years, but we want to make sure both days are given the necessary importance. The agenda will be issued soon.

D. Celebrations and Wins

Ginger announced that Adult Ed was granted allocations.

Kristy announced the CEO program will be moving forward in Massac County with approval from their superintendent.

E. Generation of Credit Hours

Dr. Pecord explained credit hours are projected to be less over the next year or two. We need to be creative in our course offerings to generate credit hours to support the college that provides growth.

F. Other

ALT will meet on August 11 on the regular schedule.

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