

Lansing Community College

Academic Senate

MINUTES

1/24/14

Senator Attendees: Alex Azima, Marcy Bauman, Matt Boeve, Ed Bryant, Christine Conner, Willie Davis, Vicki Deketelaere, Darrell DeMartino, Curlada Eure-Harris, Dale Franks, Ann French, Catherine Griffin, Judy Goth-Owens, Tammy Grossbauer, Jeff Janowick, Melissa Kamai-Arambula, Terrence King, Jon Liebold, Peter MacFadden, Heather McAlpin, Rafeeq McGiveron, Jerry Onofryton, George Pena, Elaine Pogoncheff, Tracy Price, Terrill Putman, Kelly Sakkinen, Hananiel Setiawan, Kathy Shaffer, Eric Snider, James Swain, Ed Thomas, Joe Werner,

Senators Absent: James Allen, Kevin Bubb, Pamela Erramuzpe, Richard Freedberg, Jeff Haynes, Dan Holt, Dedria Humphries, Richard Prystowsky, Suzanne Sawyer, Cathy Wilhm

Call to Order

President Azima called the meeting to order at 9:17 a.m.

Roll Call

Clerk Blundy called the roll. A quorum was present.

Approval of Minutes

President Azima asked if there were any additions/corrections/deletions to the minutes of the December 13, 2013 meeting. The minutes were approved as distributed.

Public Comments (also permitted during the meeting with the approval of the Senate)

No comments.

President's Report

- a. Introduction of New Associate VP for Academic Affairs
President Azima welcomed Vicki Deketelaere, Associate Vice President for Academic and Student Affairs, to the Senate.

- b. **Academic Senate Operations Improvement Questionnaire Results**
President Azima reviewed feedback he received from Senators regarding the questionnaire he distributed at the last Senate meeting. There were excellent ideas and suggestions submitted and he will strive for improvement on the ideas that stood out. Concerns and suggestions should continue to be forwarded to the Executive Committee.

- c. **Academic Policy Advisory Committee Report and Q&A**
Late Enrollment Policy Draft – Senators received a copy of changes suggested so far from APAC. The current policy is on the LCC website. Please send your feedback to President Azima.

- d. **Academic Operations Team Report and Q&A**
Registration is now open year round. The course wait list will be available to faculty. The AOT has been working with Diane Wymer regarding messages students get in Banner. The team is working on making the messages more user-friendly, positive and understandable to students.

Provost's Report – None at this time

Presentations – Brief Task Force & Committee Reports

President Azima indicated that at the February 21 meeting of the AQIP Steering Committee, the “zeroth” draft of the components of the Academic Master Plan will be presented.

- a. **Community Engagement Task Force**
Senator Terrence King reported. Their task force discovered from Howard Cousins that there is already a list of community organizations

being put together that is not rolled out yet, but they hope to have a draft soon so the task force can do something with it. He talked about the philosophy of community engagement, to encourage people to not only engage people, but to take the extra step to empower them.

b. Learning Task Force

Marc Thomas reported. Their group has brainstormed what is important for teaching and learning. Then they aligned their brainstorming information to the Strategic Plan. They have narrowed the focus to student learning and faculty learning.

c. Student Success Task Force

No report at this time.

d. Curriculum Committee

Senator Ed Thomas reported. The Curriculum Committee has done a lot of work, they have revamped the CIC. They are in the process of reviewing and approving several courses. They've put together some subcommittees that include members of the Curriculum Committee in addition to experts at the college for the particular area, including a Technical Review Subcommittee and a Writing Subcommittee. These subcommittees drill down on the issues and report back to the Curriculum Committee.

e. Adjunct Space Committee

President Azima indicated there was a walkthrough of A&S building to try and identify more space for adjuncts, with Dr. Knight and Senators Heather McAlpin, Ed Bryant and Alex Azima. Dr. Knight was supportive

and interested in finding solutions for adjuncts, now that people have lived in the new space for a semester. Possibilities include space on 2nd and 3rd floors of A&S, and the CTL area. Lockers and adequate cubicle space are lacking for adjuncts. FERPA concerns – it was indicated that basement space could be allocated for file storage. Senators are encouraged to get feedback from your departments on a possible redesign for areas that are not utilized and submit your ideas to Senators Azima, McAlpin and Bryant for consideration soon.

Discussion Items – None at this time

Action Items – Global Education Standing Committee Charter Approval (Tentative)

President Azima indicated that the draft of the charter for the Global Education Standing Committee was sent to Senators this morning in an email. Since it was not ready in time to review and approve at this meeting, he asked that Senators review the draft and provide comments, if any, to the Executive Committee by the end of next week. We will move to approve the charter at the February 7 meeting.

Possible Future Agenda Items

Adjournment (Followed by Task Force Work Sessions 10:00-11:00 AM)

Meeting adjourned for task force work sessions at 10:10 a.m.