

# Lansing Community College

## Academic Senate

## MINUTES

5/2/14

Senator Attendees: James Allen, Alex Azima, Marcy Bauman, Matt Boeve, Ed Bryant, Kevin Bubb, Christine Conner, Willie Davis, Vicki Deketelaere, Darrell DeMartino, Matthew Dunham, Pamela Erramuzpe, Curlada Eure-Harris, Matthew Fall, Dale Franks, Ann French, Judy Goth-Owens, Catherine Griffin, Tammy Grossbauer, Jeff Haynes, Dan Holt, Terrence King, Jon Liebold, Peter MacFadden, Heather McAlpin, Rafeeq McGiveron, Jerry Onofryton, Elaine Pogoncheff, Tracy Price, Richard Prystowsky, Kelly Sakkinen, Suzanne Sawyer, Hananiel Setiawan, Kathy Shaffer, Eric Snider, James Swain, Ed Thomas, Joe Werner, Cathy Wilhm

Senators Absent: Dedria Humphries, Jeff Janowick, Melissa Kamai-Arambula, Terrill Putman

### Call to Order

President Azima called the meeting to order at 9:07 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 April 18, 2014 meeting. The minutes were approved as distributed.

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

None

### President's Report

President Azima announced our student senator, Han Setiawan, is a recipient of the prestigious Gates Millennium Scholar (GMS) award for the class of 2014. Han is one of 1,000 recipients from across the country and the only one in the area. Each of the 1,000 students will be awarded a good-through-graduation scholarship that can be used to pursue

a degree in any undergraduate major at the accredited college or university of his or her choice. The GMS program provides recipients with leadership development opportunities, mentoring, academic and social support as well as financial support. Congratulations Han!

#### Explanation of the HLC Document – Jim Luke

On May 1, along with the Senate agenda from President Azima, Senators also received an HLC document, which Jim Luke provided to assist in mapping the great work already done in the Task Forces into the new HLC framework. Please reference the email, which gives an explanation from Jim of next steps, and please send comments to either Jim or President Azima.

#### Provost's Report

Dr. Prystowsky asked Senators for input regarding possible topics to speak about at the May 14 State of Academic & Student Affairs address. Please let President Azima know if you have suggestions from the Senate to pass along to Dr. Prystowsky.

The Association of American Colleges & Universities (AAC&U) group on campus has been active in learning about essential learning outcomes (ELOs) for our institution. These ELOs would serve as our core competencies for the AQIP. The Provost is recommending that we not revise the work of the AAC&U (the ELOs are general enough and are benchmarked nationally), but, if the Senate is supportive, he recommends that we spend time in our program areas figuring out what works well for us and then integrate our outcomes throughout the entire curriculum. He would like to see the AAC&U team come to a future Senate meeting to discuss their plan for moving forward. He encouraged senators to visit the AAC&U website <https://www.aacu.org/leap/vision.cfm> and review the Essential Learning Outcomes.

### College Textbook Committee

Don Wilske addressed the group regarding how we can reduce textbook costs for students. This is something President Knight has asked for. Don has worked with many people on campus to address this issue, and they are recommending a pilot program for this fall. They will be looking at Open Source, what we can do with publishers, relationships w/Amazon. If you have ideas, please contact Jim Luke, Christine Conner, Jeff Janowick, Suzanne Sawyer, or Regina Gong. If any of your programs have already reduced textbooks costs, please share how you accomplished this with one of the individuals listed above.

### Update on the Academic Senate Elections – Senator Melissa Kamai-Arambula, Academic Senate Secretary Christine Conner, Center for Data Science Director Matt Fall

Senator Conner announced the results of the election, which are as follows:

- Matt Boeve, The Early College Senator
- Rob Edwards, Communications, Media & The Arts Senator
- Greg Hammond, Community Health & Nursing Senator
- Veronica Wilkerson Johnson, Center for Transitional Learning Senator
- Judy Leventhal, Advising Senator
- Jim Luke, At-Large Senator
- Tim Periard, Science Dept. Senator
- Elaine Pogoncheff, Business & Economics Dept. Senator
- Suzanne Sawyer, Library Instruction Senator
- Cindy Storie, At-Large Senator

Senators will join the group in the fall. There are still 2 vacant seats, one in Applied Manufacturing and one in Information Technology.

## Action Items

### a. Approval of Global Learning Recommendations

Bill Motz and Marc Thomas addressed the Senate regarding a recommendation from the Global Learning Committee Subcommittees that was distributed via email earlier this week to Senators, and reviewed with the Senate at a previous meeting. President Azima indicated next step is to work with administration to identify resources to be able to move forward. **It was moved by the Global Learning Committee that their recommendation be accepted. The motion carried.**

### b. Approval of conversion of the current six Academic Senate Task Forces into

permanent Standing Committees and forming a new AQIP Planning Committee

**It was moved by the Executive Committee of the Senate that the six Academic Senate Task Forces and a new 7<sup>th</sup> task force, AQIP Planning Task Force, be made permanents standing committees. The motion carried.** It was suggested that an

organizational chart be created for the Academic Senate. Senator Swain offered to help. Senator Conner indicated she has started this project – please send her the names of any Senate subcommittees and its members so she can complete the list.

## Discussion Items

### a. Community Education, Continuing Education, and a Lifelong Learning Institute –

Dean of Extended Learning & Professional Studies (ELPS), Dr. Jean Morciglio

The ELPS division deals with a lot of non-credit, non-traditional courses. Because of this, they would like to create a Lifelong Learning Institute. There have been changes in the definition of non-credit courses, especially with financial aid—it is now difficult/unallowable for students to receive aid if they take classes outside of their curriculum. We need to now create the infrastructure to be able to make non-credit courses available to students. A Lifelong Learning Institute model would

encompass all the activities, youth, 50+ program, etc. through a membership practice rather than registering for a course. Dean Morciglio asked for feedback from the Senate on how we can make this fun, “a sandbox” for faculty to create some creative courses and try new things. We want interesting subject matter, pay-for-itself, high quality courses. A think tank/brainstorming session is planned in ELPS on Friday, June 13. If any Senators would like to be involved in the session or have ideas to share, please contact Dr. Morciglio’s assistant, Marti Burnett, at [heinm@lcc.edu](mailto:heinm@lcc.edu) or 483-1876. As senators, please share this information with your program areas and help get people interested.

b. Online Education Discussion with Kathleen Kinney

Dr. Prystowsky introduced Kathleen Kinney. She gave the Senate a brief bio of herself and talked about her commitment to education. She is passionate about online education and the opportunities that 2-year colleges give students to help change their lives. She is here to help us improve our online learning to make it more engaging for students and create a better learning community. She indicated that students are taking online courses earlier, as early as Kindergarten, and it becoming and will soon be highly mobile. She talked about MOOC’s (massive online open courses) - they are a great way to offer courses massively, and inexpensively. They are a great way to advertise what you do (be sure to have it branded LCC) or for a student to brush up on a skill. But completion rates for MOOC’s are about 4%. For success, you need instructor connections in online classes. She opened the floor up for Q&A which included conversation about:

- Seat Limits – those making decisions about seat limits perhaps haven’t taught an online course themselves to know the time commitment required per student. She can recommend standards/best practices for seat limits and student engagement, but it is up to administration and faculty to implement. Perhaps an online forum for faculty to discuss ideas, what works and doesn’t work would be helpful.

- How do we address how students are prepared for online courses?
- Online proctored tests. She doesn't believe in them. If you need to have them because of accrediting or licensing, they should be offered by a service that allows students to take the exams online anywhere. It places undue burden on the student to have to come to Lansing to take a proctored exam during the day when they have restricted hours, as opposed to when the student is available and ready. You can set up tests that are rigorous and use question banks that randomly assign questions to reduce cheating. You can use project or problem-based assessments that are difficult to cheat with and, in most cases, result in a better assessment of the student's knowledge and skill.
- Scantron testing – still being done at LCC. There are not enough computer labs for all students to take the same testing. Implementation is a problem as well as time and funding.
- Concern about constantly changing online systems, new system, upgrades, etc. and converting/transferring question banks that don't transfer seamlessly. Kathleen suggested to divide and conquer within your programs by having the faculty come together to share the burden such as sharing question banks and helping each other learn new systems and upgrades.
- Lab-based education (chemistry, Auto, electrical) with online/hybrid. Dicast people can create great simulations, there are internships or live work experience that students could be graded on their proficiency. There are lab kits students can buy. Video cameras and microphones are on most computers and on cell phones – students could record themselves performing a skill to send the instructor.
- How can others get the message she is giving today to the Senate? Adobe Connect is an excellent vehicle for communicating to a large audience.
- Kathleen used our D2L – she indicated we need online readiness for online learning. She strongly suggest the faculty come together and demand there is a readiness assessment for the technology (d2l) and online learning in general.

- Best practices for blended or hybrid classes. They have higher retention rates than online or face-to-face classes.
- She would advocate having production tools on computers, a screen-capture video program like Camtasia, supported by IT. The Adobe Creative Cloud offers licenses to about 30 of their programs. Screencast-O-Matic is a free screen and webcam recorder program.

#### Possible Future Agenda Items

#### Adjournment

The Senate was adjourned at 11:22 a.m.