

Lansing Community College

Academic Senate Minutes

1/9/2015

Senator Attendees: James Allen, Marvin Argersinger, Alex Azima, Marcy Bauman, Matt Boeve, Ed Bryant, Kevin Bubb, Christine Conner, Willie Davis, Darrell DeMartino, Pamela Erramuzpe, Curlada Eure-Harris, Matthew Fall, Ann French, Catherine Griffin, Tammy Grossbauer, Greg Hammond, Dan Holt, Jeff Janowick, Leslie Johnson, Melissa Kamai-Arambula, Terrence King, Judy Leventhal, Jon Liebold, Jim Luke, Peter MacFadden, Elaine Pogoncheff, Richard Prystowsky, Terrill Putman, Anita Reyes, Kelly Sakkinen, Suzanne Sawyer, Eric Snider, Cindy Storie, Ed Thomas, Joe Werner

Senators Absent: Vicki Deketelaere, Nancy Dietrich, Matthew Dunham, Rob Edwards, Judy Goth-Owens, Tim Periard, Kathy Shaffer, James Swain, Veronica Wilkerson-Johnson

Call to Order: President Alex Azima called the meeting to order at 9:35 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 12, 2014 meeting. The minutes were approved as distributed.

Public Comments: President Azima started public discussion by saying that he was not happy with having to cut the conversation short during the last Academic Senate meeting. He asked members of the Senate if they would like to limit public comment to a 10-15 minute time frame, allowing each person 3 minutes to talk when called on. The debate was then whether or not to let everyone speak for the 3 minutes regardless of the time frame or not. Most people were in favor of limiting the public comment time to the 10-15 minute time frame, with a few that were more in favor of leaving the time limits to discretion of the President.

President's Report: President Azima indicated that there will be more involvement from the Senate on events on campus before they happen whether it be informational or a matter that needs to be brought to a vote. Input for new policies also needs to come from the Senate before going into effect, therefore the Academic Policy Advisory Committee (APAC) will now come under the umbrella of the Academic Senate.

There is going to be a group formed to look at the issues occurring in the Acquisition and Purchasing process. This group will be chaired by Senator Tim Periard and will work closely with Secretary Christine Conner.

Mark Thomas, co-chair of the Global Learning Committee, has resigned from the college, and Senator Willie Davis has offered to take over this leadership. President Azima will speak with Bill Motz, who is the other co-chair of that Committee.

The Curriculum Committee will be working with Senator Jon Liebold on how we can distinguish life-long learning students (personal interest) from transfer- or degree-seeking students.

A DRAFT report outlining the work of the Academic Senate was prepared by President Azima and Secretary Conner and sent to all Senators. This is the “zeroth” draft of the report and is not yet complete. We already know a few significant items are missing, such as the work of a small group of senators who helped facilitate a problem solving sessions for the Writing faculty, the Starscapes Initiative, and a few other items. Every committee chair and each Senator should review the report and let President Azima or Secretary Conner know if there are any additions. A complete report should be out in a month or two.

Provost's Report: The Provost suggested that people look up “Campaigning for College Opportunity” as a follow up to the presentation by Christine Conner about President Obama’s initiative to make college free for those who want to work for it.

Discussion then turned to the topic of Operation 100%. There were a few changes that were presented to the Senate that the Board of Trustees discussed the night before. Dr. Prystowsky made it clear that the Future Picture is almost set to be published and that it will not be an ever changing document, but that the means of reaching the future will be the changing factor. He encouraged the Senate and public present to break out of the old roles of thinking. To address the concern of “the mission” of Operation 100%, he stated that students who are lifelong learners or those that just wish to take a few courses will not be counted the same as those students who look to get a degree or transfer.

Presentations & Announcements:

a. Chatter Software – Carol Chen, Information Technology. In addition to working on the SSTP projects, she also is on Leadership Culture and Communication Committee. Carol presented a demo on the Chatter software, which can be found at www.salesforce.com/chatter/overview. The software is a social network to communicate with students. It also has a mobile feature that would be a tool for groups/committees to use to communicate. Phase I implementation for the sales force is April-May 2015. Carol’s PPT presentation can be found on the Academic Senate public [workspace](#). Dr. Prystowsky spoke to the point the LCC has many ways to communicate, but it is up to folks to check their communications in order to be informed.

b. Announcement of the Writing Resolution - Professor Humphries, Senator Ed Thomas, Secretary Christine Conner, and President Alex Azima attended each divisional kickoff meeting and announced the Senate-approved [Writing Resolution](#). They read it to the attendees and provided a list of tools already in place at the college that can help faculty incorporate writing in their courses. The result was that the Deans asked for an electronic copy of presentation to distribute to faculty. We are now at phase 4, and that is the Senators’ active role – we would like Senators to help keep this effort in front of your programs by bringing up the resolution regularly. Make sure prerequisites, curriculum guides and other materials are kept up to date and that writing is promoted. It is important to keep the reading, writing and math level requirements in mind so that the curriculum reflects the ability level for the course. Please see

any of the members of this committee if you have ideas or questions. They are also happy to meet with your program.

c. Senator Leslie Johnson, reviewed the new plan for the Center for Teach Excellence's (CTE) Transforming Learning Through Teaching (TLTT) course. In an effort to get more faculty through the TLTT course, this fall, they are going to offer a second version of TLTT. Options: 1) Traditional 12-week cohort. 2) Six-week cohort plus 12 hours of "approved" CTE workshops, allowing for summer and break sessions that can quickly get "the basics" to faculty who have never taught before. Senator Johnson's presentation will be available on the Academic Senate public [workspace](#). Please contact her or the CTE if you have questions or want more information.

d. Forming an Institutional Review Board (IRB) – Senator Matt Fall. The college has been getting requests for research projects. We need to have an IRB in place at the college to approval such requests. Policies need to be written and a board needs to be formed with broad representation—board member, community member, faculty, staff, etc. Please let Senator Fall know if you have experience with an IRB and could help. Please also share this information with your colleagues and anyone who has interest should contact him. The purpose for an IRB is to protect the safety of people (human subjects) who would be involved in research projects.

e. Putting IDEA Student Evaluation Online - Senator Matt Fall indicated the IDEA folks offered to come to campus for detailed Q&A and demonstration for the online version of IDEA. One concern is the student response rate. We need to make sure the students who are responding, give good information. Faculty will see real time responses. Issues to discuss include do we make this mandatory for online and hybrid courses? Senator Fall will send out an email with a few questions for senators to think about, share with colleagues, and provide feedback.

f. Secretary Conner presented a video to the Senate from President Obama regarding education and a proposed program to offer 2 years of free community college to everyone who is willing to work for it. The website www.whitehouse.gov has lots of great information.

Possible Future Agenda Items: Continue discussion on IDEA surveys.

Adjournment: The meeting adjourned at 11:18. The photo shoot was canceled but will take place at the next meeting.

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