

Lansing Community College
Academic Senate Meeting
February 5, 2016, 9:00-11:00 AM, Administration Board Room

Call to Order & Welcome Back: President Janowick called the Academic Senate to order at 9:04am.

Roll Call: Clerk Villarreal called roll, a quorum was present.

Senators Present: Allen James, Argersinger Marvin, Azima Alex, Boeve Matt, Clover Jerod, Davis Willie, DeMartino Darrell, Dietrich Nancy, Droste Ivan, Dutcher Peggy, Edwards Rob, Eure-Harris Curlada, Fall Matthew, French Ann, Fronckel Roxanna, Garayta Cheryl, Griffin Catherine, Grossbauer Tammy, Hagen Karen, Hammond Greg, Harned Dan, Holt Dan, Janowick Jeff, Johnson Leslie, Kamai-Arambula Melissa, Leventhal Judy, Luke Jim, Manning Christopher, Mesler Vern, Periard Tim, Pogoncheff Elaine, Reglin Jill, Sawyer Suzanne, Sperling Tedd, Storie Cindy, Swain James, Thomas Ed, Wilhm Cathy, Wilkerson-Johnson Veronica

Senators Absent: Bryant Ed, Bubb Kevin, Conner Christine, Deketelaere Vicki, King Terrence, Mutty Sue, Prystowsky Richard

Approval of Minutes: The minutes from January 22, 2016 were approved with the amendment by Senator Dutcher under the *Program Review updated questions* clarification should be made. The minutes should read, "The resolution of that issue was that would be Piloted and be brought back at a later date. "

Public Comments: Leslie Mohnke spoke on behalf of the Math Department which had a concern that came up during course review. The first area of concern was how the Technical Review Team is involved in relation to the curricular adoption process. The Math Department recently had a course which was rejected and the concern is that they were not given the opportunity to address the questions. Concern was also expressed in the way that the department learned of the rejection.

Senator Harned and Ms. Mohnke both expressed concern that, the rejection of the course was due to it not being structured in a co-req model. Currently LCC does not require courses to be in a co-req model. The Math Department is alarmed that this has become a policy for the college without it going through the proper channels.

Public member Mark Kelland addressed some of the issues brought forth by the Math Department and stated that the department received a letter from the committee chair about the course being rejected. He stated that this course is the first course that has been rejected and that the Curriculum Committee has a responsibility to the college and the students. The decision to reject this course was based on financial aid and federal regulations not based on co-req standards. There was significant Senate discussion on this. Senator Thomas said that as the chair of the Curriculum Committee that he had reached out to the department to have further discussion about this and that had not yet happened.

President Janowick made clear that the Curriculum Committee does have that authority by their charter granted to them by the Academic Senate to reject courses. If there is concern over the philosophy of courses having to be in a co-req model that can be put on the agenda for a later date.

Senator Davis commented on MTA and asked that more faculty participate in international events.

MTA public member Rafeeq McGiverson spoke on courses that do and do not transfer and the effects on students.

President's Report: President Janowick gave a synopsis of the AACU event he had attended last week. He stated that there is value in going to conferences for many reasons and that it was exciting to see how far ahead LCC is as an educational institution in many areas including Operation 100%, the CTE department, and our work with online courses.

Curriculum Committee new courses and degrees. Senator Thomas spoke on the consent agenda courses. Jeff Hubert was recognized for his work with the fire science program. Fire 265, ARTS 207, and the Studio Art/AFA degree was approved by the Academic Senate with no objections.

- Senator Pogoncheff motioned to approve the AA and AS Transfer Studies degrees, it was approved with no objection with the stipulation that the document will be updated in the future if changes are needed.
 - Suggested changes and Senate discussion included:
 - Vice President Periard suggested under section 1B of the English Composition, to add Writing 122 as a recommended course due to several of our transfer partners requiring it for a bachelor's degree. If students take speech they can meet requirements for General Associate instead of the AS. He also suggested, under Section 2 Concentration that it should state students can select course codes numbered 121-294, and not include code 120 due to many courses with a 120 code not being courses taken by majors.
 - Public member Rafeeq McGiverson, stated that the transfer studies degrees are the most professional guess at what courses a student needs to transfer to a four year degree. He said students should meet with an academic advisor to be sure these recommendations stated in the transfer studies degrees fit each student's needs.
 - He will remove the Math and Statistic courses from the AA as suggested by Senator Luke.
 - He addressed Vice President Periard's recommendation and said he would change the courses if he insisted but it is not advisable in his opinion.
 - Senator Clover is looking to transfer to U of M and is having difficulty transferring math courses. Senator Luke said that it is unique to U of M, Ann Arbor, not any of the other branches of U of M.
 - Senator Johnson suggested adding English or Writing Composition 1 and 2 as a sequence.
 - Senator Holt asked if these would replace the current AA and AS recommendations that have a concentration in something. Mr. McGiverson said these will not replace current recommendations, this is for transfer students who do not have a set degree.

- Senator Dutcher asked if the language could be made stronger for students to speak with an advisor.
- President Janowick stated that these documents are good for students and for the institution, as it will enable a higher student completion rate.
- Senator Thomas invited Senators to attend the Curriculum Committee meetings.

eLearning: President Janowick announced that the shared welcome announcement is now ready to be launched and could be rolled out this summer if Senators are still comfortable moving forward.

- Vice President Periard asked if there is a sample that could be brought back to colleagues. President Janowick will send out a sample to take to departments and then we will review at the next meeting.
- President Janowick asked Senator Holt to send the directions for reviewing the new eLearning student D2L training course so it can be shared with the Senate.

Tech Career's HLC Process: Senator Wilhm presented on the Tech Careers HLC process that was developed. Dean Cosgrove wrote a policy on how to evaluate tested experience, he convened with the subject matter experts known as the Faculty Qualifications Committee. Senator Wilhm stated that the process and faculty records are fluid documents which are being continually updated. This process is for all of the faculty and the 500 courses within Tech Careers. Every fall a letter will be sent out to faculty to ask if there are updates.

- Vice President Periard asked who did the review of qualifications. Senator Wilhm said it was completed in Technical Careers and then it went through Academic Affairs.
- Senator Storie asked if there were faculty that did not meet the qualification requirements after being reviewed by Academic Affairs. Senator Wilhm said that there was one teacher that did not qualify for one course. She also said that there were many that will qualify to teach additional courses.
- There was significant questions and discussion over the Tech Careers HLC process. Senator DeMartino asked if the document is available to the public, and would it be used as a standard to hire new faculty. Senator Wilhm said that they are using the document as a standard for new hires. President Janowick said that he hopes the campus will take what Tech Careers has done as a model for the rest of the campus.
- Final comments were expressed that the HLC process needs to be consistent across campus(s) and that faculty should be involved in the process.

By-laws revision:

- Elections: There were several friendly amendments made to this section
 - There was significant Senate discussion on the communication process for elections. Secretary Manning said that there is a procedure that has been developed for elections that he will bring to the Senate at the next meeting.
 - Senator DeMartino motioned to close debate and to bypass the second reading, which was seconded by Senator Storie. There was more than two thirds vote in favor and the motion was adopted.
- A motion was made to approve the bylaws changes and it was unanimously agreed upon.

- Eligibility By-Laws language: Senator Pogoncheff motioned to approve the changes and it was seconded by Senator Kami-Arambula. The motion was unanimously carried.

*Copies of the revised bylaws with the changes can be found in The Academic Senate folders SharePoint and on the O: Drive.

- Update of Academic Policies
 - Academic Amnesty: Senator Leventhal had concern over the timeline of amnesty and thought that the policy changes were to the detriment of the student. There was significant Senate discussion on this policy.
 - Institutional requirements for Associate's Degree: Senator DeMartino asked if the 15 credits is a fixed number of credits or a percentage. It was determined that it was a fixed number of credits. Senator Leventhal questioned why the bottom line was crossed out and stated that she it would like put back in the document. There was a recommendation of the Senate to reinstate this line in the document.
 - Retention of Student Records: Senator Luke said that there was confusion in which it states that records must be submitted via LMS and President Janowick said that recommendation was made to the Provost and the language will be revised so that it reflects the current policy as approved by the Academic Senate.
 - Given that there was significant concern on these policies they will be brought back to the Senate for further discussion.

Potential Future Agenda Items

Academic Policies

Process of elections

E-Learning

Strategic Direction

Adjournment: The Academic Senate was adjourned at 11:04 am.