

Lansing Community College
Academic Senate Meeting
September 4, 2015, 9:00-11:00 AM, Administration Board Room

Call to Order & Welcome Back: Senate was called to order at 9:05 am.

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

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

Senators Absent: Deketelaere Vicki, Wilhm Cathy

Senate Business: Previous Vice President Joe Werner moved for Past President Alex Azima to continue acting as Academic Senate President until the new President has been elected. It was further clarified that all previous Academic Senate Leadership should stand in their previous roles until the new leadership is elected. It was unanimously voted that this will take place. It was also agreed upon that the leadership going out will assist the new leadership team transition into their roles. A review of the bylaws and the election process will be take place at a later date.

An announcement was made that Secretary Christine Conner is now an administrator, therefore no longer able to assume an elected Academic Senate Leadership role.

Acting President Azima welcomed two new Student Senators and introduced them to the Academic Senate and public bodies respectively.

Public Comments (also permitted during the meeting with the approval of the Senators)- Senator Melissa Kamai-Arambula asked the senate about the scheduling of the Academic Senate meeting to avoid conflicts with her other meetings. President Azima responded that her concerns would be addressed outside of the formal meeting.

Approval of Minuets: The May 15th Academic Senate meeting minutes were approved with no changes.

President's Report:

President Azima announced that the bylaws will be reviewed and modified to address some of the issues that have arisen. Executive Committee members or a new committee to be formed

will be assigned with the task of reviewing and recommending changes to the bylaws. After the assessment is complete, recommended changes will be brought to the Academic Senate for approval.

The Academic Senate Divisional Representation List that was originally formed was sent to campus deans for review and correction so that the list accurately reflects changes that have occurred within departments/divisions. The number of Academic Senators and divisional representation may change based on the corrections sent back.

President Azima announced that the Senate will be forming a small Concourse Committee to assess and recommend policies regarding Concourse, similar to what was done with D2L. If there are any Academic Senators interested in becoming part of the Concourse Committee please contact Senator Conner. Senator Luke suggested that the same Committee that works with Concourse should also address the issue of syllabi being consistent and in a central location.

The Academic Senate agreed that this was a good idea and will move forward with the suggestion.

The Committee for Assessing Student Learning (CASL) is a new committee that was formed over the summer. Two new Senators Peggy Dutcher and Lisa Ferris-McCann are co-chairs of this committee.

Provost's Report

Provost Prystowsky addressed the issue of syllabi being congruent with the master syllabi for courses and that all syllabi need to be located in a central location for reference.

Provost Prystowsky stated that continued effort needs to be made to ensure that information on current and ongoing projects up to date and available to LCC faculty, administration and staff.

Provost Prystowsky asked Senators to inform their departments about dual admissions agreements that are in the works with Michigan State University and Western Michigan University. It was emphasized that the dual enrollment agreements between LCC and the Universities will be program specific based on what the Universities are willing to accept. Not all courses or programs will be able to be able to participate in the dual enrollment agreements. There will be more updates given at a later date.

LCC applied and was accepted to be a part of the project *Committing to Equity and Inclusive Excellence: Campus-Based Strategies for Student Success* with the Association of American Colleges and Universities

Provost Prystowsky met with a group of faculty to re-evaluate how LCC organizes general education. The goal is to make general education more meaningful for students. Changes will be made by faculty utilizing information from AACC.

September of 2017 is LCC's deadline for LCC faculty qualification compliance. Letters have and will continue to be sent to faculty that do not have proper documentation on file with the Human Resource Department. The new HR documentation qualification process will require that all applicants have their official transcripts sent to LCC by time of their interview, for part time faculty unofficial transcripts will be accepted for the interview but official transcripts will be required before being hired.

The LCC Director of Labor Relations & Organizational Development James Mitchell, indicated that electronic transcripts are preferred. Mr. Mitchell also clarified some technical questions.

Provost Prystowsky stated that Eric Snider and Vicky Deketelaere are heading the work to evaluate faculty qualifications and ensure that qualification documentation is present. He assured all present that they are being very thorough to make sure the information they have is accurate and complete. He asked that people understand that they are reviewing a vast amount of information and the review will take a great length of time to complete. There was discussion on the process and meaning of the review.

Election of New Officers

After much Senate and Public debate it was motioned by Senator Elaine Pogoncheff and seconded by Senator Rob Edwards that elections will be held on September 18th from 8am - 11am in Dart Auditorium. Clerk Brittney Villarreal will have ballots for Academic Senate members to vote. There will be no electronic voting.

Nominations

- Jeff Janowick was nominated to run for President. There were no other nominations for the President.
- There were two nominations for Vice President, Tim Periard and Cindy Storie.
- Nominees for Academic Secretary were Christopher Manning and Melissa Kaplan-Arambula.

All Academic Senators that were nominated for a leadership position accepted the nominations. Following nominations each nominee gave a short speech on why they would like to be an elected official. It was clarified by Provost Prystowsky that outgoing leadership members will assist oncoming leadership in the transition.

Other Reports, Announcements & Updates:

Guided Pathways—Senator Conner is the new Guided Pathways coordinator. Senator Conner also wanted to be sure that members were aware that she will be available to attend meetings and assist in any way possible to help with the Guided Pathways process. Senator Conner clarified that Guided Pathways is interconnected with the Curriculum Committee and the Committee for Assessing Student Learning (CASL). She asked that all Senators pass along

information to their respective departments. Please contact Senator Conner if you have any questions.

It was announced that Martine Rife is the new Operation 100% program manager. Committee for Assessing Student Learning (CASL) Program Outcomes-- Lisa Ferris-McCann and Peggy Dutcher said the main goal of CASL is to map out- course to program to institutional outcomes. The committee was established to assist faculty in linking objectives so that when students graduate, LCC knows and has the documentation to prove that they have met institutional outcome goals.

Discussion Items:

Provost Prystowsky reminded the Academic Senate and the public that the Academic Policy Advisory Committee (APAC), a group that recommends new or reviews existing policies at LCC. Once a policy has been approved by the committee it then goes to the Academic Senate & ELT for approval. Provost Prystowsky then takes the policy to President Knight who can then bring it before the Board of Trustees.

Withdrawal Policy: Provost Prystowsky clarified that this policy is designed to go in hand with Guided Pathways and Operation 100%. There is still work that will need to be done in Banner in conjunction with the changes in this policy. The Academic Senate voted to recommend the policy. Provost Prystowsky announced that there will be a new policy for military withdraw at a later date.

Course Repeat Policy— There was a lot of debate and discussion among Academic Senate members and the public over the Course Repeat Policy. Provost Prystowsky and Dean Tanya McFadden announced that they will be hiring Student Success Coaches, a newly created position. It was clarified that this new position is not meant to replace counselors. The Senate majority voted to recommend this policy with 42 yeses and 1 no.

Enrollment of Relatives – Nepotism Policy---There was a lot of concern over the wording of this policy. Senator Terrence King motioned for discussion and any decision on the Nepotism Policy to be deferred to another meeting. The motioned was carried.

The CASL Charter was unanimously approved. There will be a few word changes made to the final charter.

Possible Future Agenda Items: Nepotism Policy.

Adjournment: Senate was adjourned at 11: 35am.