

**Lansing Community College**  
**Academic Senate MINUTES 12/11/2015**

Call to Order: President Janowick called the meeting to order at 9:05 AM.

Roll Call: Clerk Villarreal called order a quorum was present.

Senators Present: Argersinger Marvin, Azima Alex, Boeve Matt, Bryant Ed, Davis Willie, Deketelaere Vicki, DeMartino Darrell, Droste Ivan, Dutcher Peggy, Edwards Rob, Eure-Harris Curlada, French Ann, Fronckel Roxanna, Garayta Cheryl, Griffin Catherine, 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, Prystowsky Richard, Reglin Jill, Sawyer Suzanne, Swain James, Thomas Ed, Wilkerson-Johnson Veronica, Wilhm Cathy

Senators Absent: Allen James, Bubb Kevin, Clover Jerod, Conner Christine, Dietrich Nancy, Fall Matthew, Grossbauer Tammy, King Terrence, Mutty Sue, Sperling Tedd, Storie Cindy

Approval of Minutes: The November 13<sup>th</sup> Academic Senate minutes were approved with no modifications.

Public Comments: Academic Senates Role in the Prioritization Process of Hiring Full Time Faculty

- Paul Jurczac of the public commented on the Academic Senate's role in the hiring of full time faculty. He stated that in the current process, there is a lack of communication and transparency. Mr. Jurczac asked that Academic Senate be more actively involved in the process and to make it more transparent.
- President Janowick clarified that Senate needs to be more involved in the prioritization of hiring faculty not in the hiring process itself. He concurred with Mr. Jurczac that there is a lack of communication in the current system.
- President Janowick pointed out that Provost Prystowsky brought up much earlier in the year that it is a role of the Senate to be involved in the prioritization process. President Janowick also noted, that currently Senator Storie is leading that committee to work on this matter. A follow up with her and the Senate's role in prioritization will be needed.
- Provost Prystowsky asked that the Senate team with the Center of Data Science as it works on prioritization. He also asked that people remember that the hiring of full time faculty entails more than covering sections; it is also about what the college needs overall.
- Work on prioritization of hiring full time faculty should take place in January. Recommendations should be completed before the end of the spring semester. There was further Senate and public discussion on this.

## President's Report

- The Academic Freedom committee has not yet met. President Janowick will be contacting those whom have indicated they wished to be on the committee, to set up a meeting time early spring semester.

HLC update: Significant Senate and public discussion was focused on:

- The Appeals Process
  - a. The role of the appeal process is for teachers who have been identified by the college as not meeting the minimum qualifications set by HLC, to teach in their current field and/or courses. Teachers can submit an appeal to be reevaluated.
    - i. The process will involve communication between Academic Affairs, the teacher in question and the department that they work within
    - ii. Eric Snider of Academic Affairs gave an overview of the number of people that have been through the qualifications process and how many people have begun the appeals process.
    - iii. It was noted that there are very few fulltime or adjunct faculty at the college that have not met minimum qualifications set by HLC.
- An Action Plan should be submitted by teachers who do not meet in the minimum qualifications for set HLC requirements
  - a. Provost Prystowsky clarified that meeting of minimum HLC requirements is not an assessment about being a good or bad teacher. It is an accreditation mandated set of requirements that every teacher has to meet.
  - b. Senator Deketelaere said that further communications and updates will be sent out via email and the LCC accreditation webpage.
- Important Dates
  - a. Teachers needing to submit an Action Plan must do so by February 15, 2016.
  - b. The deadline for meeting qualifications is September 1, 2017 by HLC. At that date all qualifications will have to be met.
- Sharepoint and the LCC website will be updated

### Provost's Report:

- Senator Conner was on the opening panel for the Guided Pathways event held at Macomb Community College.
- Brought to Senate's attention that, a student passed away this semester as a result of a gunfire incident. He asked that we use this as a time to reflect on what we can do to prevent this type of tragedy from occurring. While speaking to students and teachers, a positive point that came across was how creating a sense of community and belonging within the classroom can greatly influence students. Creating an environment that students want to be in can help them stay on a better path.

### Other Reports and Updates:

- Program Review update: Karen Hicks/Dana Cogswell
  - a. Information was presented on some of the changes that were made to the Program Review Questions.
  - b. Senator Periard expressed some of the concerns from his department.
    - i. One of the main concerns is the time burden it may put on faculty. Ms. Hicks said that she is not expecting that all of the questions on the review will be answered at this time and that the Center of Data Science will be working with departments to acquire the data.
  - c. Senator Periard also brought to light that there are things like inadequate bus staff, which has affected field trips for biology courses, which has inadvertently affected enrollment. Provost Prystowsky said that issues like this do need to be documented so that they can get addressed.
  - d. There was significant Senate concern over some of the questions; specifically on the time restraints that it may cause for teachers, also whether or not the questions being asked would be duplicating other sources of data that had been collected
  - e. Senator Luke expressed concerns over the progress that has been made. Ms. Cogswell said that progress has been made and more information is available on SharePoint for people to view.
  - f. President Janowick asked if they could come back and address more questions at the January 8<sup>th</sup> meeting.
- Senator Dutcher gave a brief update on the CASAL Committee. Part of the update included a discussion on the college wide assessment plan, which they would like the Senate to approve before the HLC site visit. Senator Dutcher also announced that help will continue to be available to departments/individuals that are working on templates.
- For Professional Development Days there will be a table for the Academic Senate.
- Online Learning Committee: Dan Holt and members of IT/Media Services
  - a. The goal is to have a consistent first stop landing page for D2L. A visual walk through of the proposed landing page was given. Provost Prystowsky had some concerns over the wording on page. There was discussion on this.

- b. The next item discussed was the redesigning and updating of the online learning orientation. A demonstration was given. It was clarified that the orientation will be fluid and change based on the needs of the college students.
- c. Senator Bryant asked if this information could be presented during the January Professional Development Days. Senator Holt said that during Professional Development Days there is a scheduled brainstorming session about how to change the online learning process so that it better engages students.
- d. There was significant Senate discussion on the release date, availability and requirements of the new Online Training/D2L page. There was a consensus of the Senate to vote on the release date of the online training –elearning for the spring semester. President Janowick called for an adoption of the motion to make the new online training/D2L landing page be live for all classes/students for Spring 2016 Semester. The vote was:
  - Aye’s: Jeff Janowick, Jim Luke, Suzanne Sawyer, Ed Thomas, Jim Swain, Cheryl Garayta, Vern Mesler, Veronica Wilkerson-Johnson, Marvin Argersinger, Curlada Eure-Harris, Dan Holt, Greg Hammond, Ivan Dortch, Jill Reglin, Judy Leventhal, Darrell DeMartino, Melissa Kamai-Arambula, Christopher Manning
  - No’s: Cathy Wilhm, Peggy Dutcher, Ed Bryant, Tim Periard, Tedd Sperling

The motion was passed to make the new landing page and online training available for students at the beginning of the 2016 Spring Semester.

\*Further communication was sent after the Academic Senate meeting. President Janowick proposed that the matter be open for re-consideration in January; that way the Senate can take into account feedback from colleagues and make adjustments if that seems necessary. If the Senate is united with its’ initial recommendation, the new landing page can be introduced starting in Summer 2016 (rather than Spring 2016).

#### Action items

- Military Withdrawal Policy: Senator Curlada Eure-Harris raised some questions about the policy that Provost Prystowsky addressed. Provost Prystowsky asked the Senate to keep in mind that this is a recommendation for a policy, and does not address operations. There was light Senate discussion. The motion was unanimously adopted by the Senate.

#### Possible Future Agenda Items

- MBS Bookstore update: Lisa Mazure
- Tested Experience—Senator Periard and committee.
- Program Review Questions
- Updates on the Social Media Policy
- By-laws committee Report
- Update on Senates’ role in the prioritization process of hiring full time faculty

- Committee structure/membership (30-45 minutes for presentations and then conversation)
- Senate “future picture” discussion
- Other proposed agenda items

Adjournment: The Senate was adjourned at 11:07 AM.