

Lansing Community College
Academic Senate Meeting
Minutes

January 6, 2017, 10am-12pm, Administration Building Board Room

Senators Present: Argersinger Marvin, Bryant Ed, Boeve Matt, Bubb Kevin, Clifford Katie, Conner Christine, Curtin Michelle, Del Castillo Monica, Deines Tim, Dietrich Nancy, Droste Ivan, Dutcher Peggy, Edwards Rob, French Ann, Garayta Cheryl, Gustin Bill, Gruesbeck Nikki, Hagen Karen, Janowick Jeff, Johnson Leslie, Kelland Mark, King Terrence, Lee Eliza, Leventhal Judy, Luke Jim, Manning Christopher, Macomber Zachary, Pogoncheff Elaine, Reglin Jill, Sawyer Suzanne, Sperling Tedd, Swain James, Thomas Ed, Wilkerson-Johnson Veronica

Senators Absent: Allen James, Garcia Bo, Gonzales Lucas, Mesler Vern, Mutty Sue, Prystowsky Richard, Storie Cindy, Wilhm Cathy

- I. Call to Order: 10:20 am
- II. Roll Call
 - a. Secretary Manning stated there was quorum present.
- III. Approval of Minutes: none to approve
- IV. Public comments (also permitted during the meeting with the permission of the Senate)
 - a. Senator Edwards expressed major concerns about registration voiced by his colleagues and concerns that advising is derailing some of our current programs. Senator Curtin: HHS has hired a recruiter to address the issue of enrollment.
 - b. Senator Sawyer reminded everyone that the library has multiple copies of Dr. Tia McNair's book. Senators also discussed being more inclusive in the Academic Senate by including support staff.
 - c. Associate VP, External Affairs & Development Toni Glasscoe discussed the K-12 presence of LCC and offered assistance to anyone interested in recruiting in the local high schools.
 - d. This enrollment issues was then moved to the agenda.
- V. President's Report
 - a. President Janowick announced the Starscapes event coming up in April 19th and 20th. Hundreds of students presented last year so encourage faculty and students to present. Senator Luke reminded the Senate that online work can also be included in Starscapes.
 - b. The Senate discussed aspects of the Center for Teaching Excellence Director position. There has not been a formal proposal for the leadership position, but the last discussion indicated that it would be a faculty position filled on a rotating basis.
 - c. The Student Success Center discussion was productive and useful. This will be an ongoing conversation, but there was support for how this would be accomplished. There would likely be a Dean of Student Success. These kinds of services would all be connected in a single space. The creation of the Student Success Center also needs to inform programming for the CTE. The next step is to continue the conversations on this model. There is still discussion about how to distinguish between this and the Star Zone.
 - d. Senator Luke expressed a concern that solutions are often discussed before exploring the problem. Discussing the problem in the Academic Senate first before creating solutions would save time and energy.

- e. President Janowick explained staff members pointed out that there was also a precedent expanding the concept of the Star Zone and using it in the Center for Student Success.
 - f. Senator Garayta pointed out that more input is needed before decisions are made.
 - g. Senator Clifford described it as an excellent meeting and emphasized the need for more student input.
 - h. Senator Del Castillo expressed concern about the service model delivery model changes which have occurred many times. She recommended sticking with a model long term and collecting data and assess its efficacy.
 - i. Senator Curtin said we also need to adapt to changing needs.
- VI. Provost's Report
- a. None
- VII. Other Reports and updates
- a. Student Senator reports
 - b. Senate team reports
 - i. Adjunct Faculty Issues
 - 1. The group is creating a survey to gauge the variety of adjunct faculty working at LCC. This survey will be submitted in the Spring and the group will discuss what we will do with that data. They will explore where faculty come from before they arrive on campus because not all start as teachers. Many come from the workforce and have a unique and useful skill set. They will also explore how the LCC community can create more security for part-time faculty.
 - ii. Student Issues
 - 1. Currently several Senators are working on the College Hour proposal and the Student Issues Committee charter.
 - iii. Fiscal Responsibility and Resource Management
 - 1. The focus of the team is to discuss how we get timelines across campus in sync. For example, program operating plans need to be created before the next academic budget is set. So, we need to start planning one year in advance. We need to plan, execute plans, and this will create a greater voice for faculty in the institution.
 - iv. Academic Policy Review
 - 1. This group is working with APAC to better coordinate their activities. Currently they are reviewing academic policies and are in need of members.
 - v. Faculty Prioritization
 - 1. Currently they are recruiting liaisons between the team and individuals in the Arts and Sciences, Technical Careers, and Health and Human Services. These liaisons do not have to be Senators.
 - vi. Concourse/Syllabus team
 - 1. There were issues with Concourse and there were some things missing in the syllabus. The group is proposing will be a need to add a course topics sections. They also addressed the issue of faculty going outside of the set criteria already in Concourse. There will also be a need to clean up learning outcomes because they tend to be topics and don't connect to the institutional learning outcomes. The work group determined there is a need to make sure that syllabi are as accessible as they would

be in pdf format which would include video, customized formatting, etc..

- c. CCAMPIS program presented by Robin Pizzo.
 - i. This is a childcare grant has been provided by a grant through the federal government. The grant supports students who are parents. There are about 4 million parents who are also students. This program supports students in the GED program, High School Degree Completion Initiative and in college classes. This is a hidden population because it doesn't necessarily include all students.
 - ii. We have 50 student parents. Their average GPA is currently a 3.0 and we have an 88% persistence rate. Many are also high achieves and transfer to selective admissions institutions.
 - iii. The program provides funding for childcare. About 50 slots are reserved in the LCC Early Learning Center for these students. All childcare placements must be high quality.
 - iv. There are 3 levels of support based credits taken, financial support, etc. are all taken into account. Only 85 colleges have this program and funds are appropriated by the US Senate budget. D
 - v. Student parents should contact Robin Pizzo or refer them to the website.
 - vi. Students need 6 credits fall and spring and 3 in the summer. They need to be Pell eligible or income eligible. The childcare is full-time childcare, not drop-in childcare and it is 40 hours per week. This includes online classes as well as face-to-face classes. There is a 6 month to one year waiting list for these services.
 - vii. 3 + 1 program members are also eligible for the childcare grant.
 - viii. Contact Program Director Robin Pizzo for more information: pizzor1@lcc.edu or 517-483-1447.

VIII. Action items

- a. CASL charter revision approval
 - i. We will delay the approval of this charter until the 1/25 meeting
- b. College Hour Whitepaper proposal
 - i. We will delay the approval of this charter until the 1/25 meeting
- c. Open Educational Resources policy (tentative)

IX. Discussion items

- a. Student bill of rights and/or student expectations
- b. Student Success Center update
- c. Enrollment Discussion: (This item was added during the meeting.)
 - i. Senior VP Webb Sharpe explained the college has 5,000 new students each year and we have poor retention rates. The Academic Success Coordinator positions were designed to help address the issue of enrollment long term. There is also an effort being made to bring students back who don't sign up for classes. The college also changed payment plans to help students and sent out emails and robo-calls. Individual employees are also calling students, and we're getting them signed up for payment plans immediately. While Student Affairs is doing work on Operation 100% etc., 99% of the student experience occurs in the classroom.
 - ii. The economy plays a significant role in enrollment, and the Lansing area only has 4% unemployment, so there is less demand job retraining and working students have less time for classes.

- iii. Senator Clifford felt that the college was reactive rather than proactive in not discussing payment plans immediately rather than waiting until after students either withdrew or didn't sign up for courses.
- X. Potential future agenda items
 - a. Review and revision of standing committee charters