

Lansing Community College  
Academic Senate Meeting  
February 17, 2017, 9-11 am, University Center, Rooms 203-204

Senators Present: Allen James, Azima Alex, Boeve Matt, Bryant Ed, Bubb Kevin, Curtin Michelle, Deines Tim, Dietrich Nancy, Droste Ivan, Dutcher Peggy, Gonzales Lucas, Gustin William, Janowick Jeff, Johnson Leslie, Kelland Mark, King Terrence, Leventhal Judy, Lee Eliza, Luke Jim, Macomber Zach, Manning Christopher, Mutty Sue, Prystowsky Richard, Reglin Jill, Sawyer Suzanne, Sperling Tedd, Swain James, Thomas Ed, Tobin Pam, Wilkerson-Johnson Veronica

Senators Absent: Argersinger Marvin, Clifford Katie, Conner Christine, Del Castillo Monica, Edwards Rob, French Ann, Garayta Cheryl, Garcia Bo, Gruesbeck Nikki, Hagen Karen, Harned Dan, Mesler Vern, Pogoncheff Elaine, Storie Cindy, Wilhm Cathy

- I. Call to Order: 9:07
- II. Roll Call: 9:07
- III. Approval of Minutes: Minutes approved for Feb. 3, 2017
- IV. Public comments (also permitted during the meeting with the permission of the Senate)
  - a. None
- V. President's Report
  - a. Updates: There will be a series of awards at the end of the academic year. There will be faculty, administrator, and support staff of the year. Spread the word and make these opportunities known throughout the campus. Let's give the team many nominations to choose from. So, please recommend this to colleagues.
  - b. Star Talks announcement will come out soon. These are very powerful and moving and let's work on spreading the word for these talks and try to find speakers.
  - c. Starscapes is a wonderful opportunity to put a spotlight on students who have done excellent work in their classes. Keep close attention for the announcement and consider colleagues who have excellent work produced in their classes.
  - d. CTE Faculty Appreciation Day is April 20.
  - e. Gradebook Policy: We have been looking at how many people are using the D2L gradebook. About 700 of 770 faculty are using D2L gradebook. Some of these included faculty who used gradebook in one class, but not in others. When all told, only 20 faculty did not use it at all this fall. In the spring, only about 550 faculty are using it and about 1/3 of the faculty are not using it yet. The purpose of the policy was to require faculty to use the D2L grade book throughout the semester rather than in the last week of class or to report final grades. Students need to see grades early on for an early reporting system. There needs to be a means of providing feedback to students earlier in the semester. We can discuss best practices in courses and this will also help success coaches.
    - i. We as Senators have a role in providing a shared message. Senators need to explain the importance of college initiatives and explain the why and how of changes in best practices.
    - ii. Senator Swain admitted he is a recovering D2L user and doesn't understand why people aren't using it.

- iii. Senator Gustin wondered about analysis in the Fall Semester and when it occurred and did a check occur in the 5<sup>th</sup> or 6<sup>th</sup> week of the semester in the Fall. The college did not. This Spring Semester is the first semester we've done an early check. We need to do more regular checks.
- iv. Senator Bryant suggested greater discussion on the use of D2L.
- v. Senator Lee asked whether or not Success Coaches will have access to D2L gradebook. This is not currently being done and we have to figure out and Senator Kelland also pointed out the gradebook can be fairly meaningless even if it is being used. We need something more effective such as a check box in banner that briefly indicates the student's progress.

VI. Provost's Report

- a. When we worked on the D2L policy, the college wanted compliance. However, the Academic Senate wanted to make D2L to have a greater role in providing information to students. The goal is student success and the Academic Senate has supported this. As a result, the Academic Senate has a role in encouraging and even demanding that students have meaningful, timely feedback as soon as possible. It will not be difficult to move to the next step because most faculty do provide early and frequent feedback.
- b. Operation 100% has a few specific timely projects that are now called commitments. We have outlined commitments as an institution. While working on admissions processes etc., some of the classroom commitments were not addressed. One of the commitments is Quality Learning Experiences as part of the Operation 100% Commitments. We are now making this the first commitment of the college. We need to make it clear what faculty need to attain in terms of requirements. What are the high level aspects of high quality learning?
- c. For example, the methodology of field should be learned in the course and the material should be applied meaningfully in the course. This would be assessed accordingly. This is the next phase of Operation 100%. Let's have a good discussion across disciplines so as to start the discussion on improving teaching.
- d. We are working on our values statement for the college and let's try to make all of this intentional.
- e. Senator Bryant pointed out that though some may not have input grades into D2L, this feedback can be provided through a number of means that use paper quizzes, short writings, etc. rather than using D2L.
- f. However, success coaches need access student's information and the only way to really get it is to access D2L gradebook.

VII. Action items

- a. Statement of Support /Immigration policy impacts
  - i. Senator Del Castillo brought together a group of LCC community members to take action to help students in a predicament due to changes immigration rules.
  - ii. Senator Droste pointed at that the situation has changed dramatically and we may need to reconsider our timing of such a documents. It was noted that another Executive Order will be signed next week.
  - iii. Libraries across the country are working together to connect people to various supporting resources for refugees.
  - iv. Many churches have also declared themselves sanctuary zones.
  - v. In the second paragraph, several Senators recommended listing specific staff students can connect with support and resources. However, that would require

getting individuals' permission. We can also let the college decide who should fulfill this role.

- vi. Senator Kelland moved to accept the statement as written.
- vii. There was no further debate.
- viii. The motion passes unanimously and the document has been accepted.

VIII. Other Reports and updates

a. LCC Food Pantry update

- i. Laurie Bates works with students in campus resources. She saw a need to meet the basic needs of students. Students were coming to campus without having eaten and eventually people started bringing food for students with them. Now the concept of a food pantry has started to take shape. Laurie was student who was directed to the food pantry and found a student support staff role at LCC. This food pantry was integral for her success at LCC. There are many student stories about students lose jobs or drop out because employers no longer commit to students who will eventually leave employment. The pantry is still growing and is in the storage room in the Star Zone. They are asked basic questions before being given food such as, "do you have a stove?" "Do you have water?" "Do you have a microwave?"
- ii. There is also discussion about class work and support needs for each student. We also have a community resource book available that focuses only at student needs.
- iii. Research is also being done on the SNAP card and getting the paperwork completed to get a SNAP card. There's more to the process than simply handing out food.
- iv. This is a good opportunity to connect students with success coaches. Part-time faculty and staff might also have a need for the food pantry. The goal is to open this up for greater utilization and what our capacity is currently. There is a hope to add fresh food, not just boxed, to the offerings. They will take a trip to MSU's food bank which was the first in the nation on a college campus and could serve as a model for LCC's pantry.
- v. There are campus food drives and we will have one in March. Other campus organizations can be connected to this endeavor. There are specific needs and they need to be coordinated. For example, spaghetti sauce isn't useful without noodles. Also, there needs to be balance of food. There is a list of items that are needed. All extension centers are all collection points for the food pantry.
- vi. All LCC pantry info can be put into D2L and requests for specific foods needs will be in the LCC Star as well.
- vii. This is a link for payroll deduction giving to the food pantry:  
[https://secure.touchnet.com/C20118\\_ustores/web/store\\_cat.jsp?STOREID=2&CATID=56&SINGLESTORE=true](https://secure.touchnet.com/C20118_ustores/web/store_cat.jsp?STOREID=2&CATID=56&SINGLESTORE=true)

b. Student Senator reports

- i. None

c. Elections update – Chris Manning

- i. The call for nominations will come out early next week.

d. Short updates from Standing committees

IX. Standing Committee Updates

a. CASL

- i. A tagline was adopted to make decisions. “Does this help teachers teach and students learn?”
    - ii. Standing Agenda item: What’s working at LCC? A member of the LCC faculty community provides best practices.
    - iii. Assessment Nuggets: We created a list of important assessment information.
    - iv. A new charter was approved. There will also be an assessment plan created based on that charter. Phase II of the assessment plan was to look at co-curricular areas of study. There are currently pilots being conducted in those areas which are being led by Karen Hicks.
    - v. A plan is being developed to address the assessment plan for General Education and CORE courses.
    - vi. CORE course review is currently taking place.
    - vii. CASL web page is and has updated.
    - viii. They are also working on a handbook for assessment.
    - ix. A report will be shared with the Senate.
    - x. There has been some changes in membership.
  - b. Curriculum Committee
    - i. There are 13 courses in the TRT currently. There is constant evolution and there is now a revision process for currently courses. The forms will be out soon. There is also new additions to the workload each week coming from across campus.
    - ii. There is also a discussion about what needs to go through the CC and what does not.
    - iii. There will also be a CORE review using a CASL-devised rubric and then all of those recommendations will be brought back to the Academic Senate.
    - iv. Contact President Janowick or Senator Thomas if there is interest in being added to CORE.
    - v. New work has been done because of some of the practices of the college. There has been a reliance on good faith in Higher Ed, and LCC needs to stay on top of changes in curriculum, learning outcomes, and even course revisions.
  - c. Online Learning
    - i. A subcommittee has been working on developing a mentoring program.
    - ii. Need to address the higher number of withdrawals from online and hybrid courses.
    - iii. The online mentoring is meant to guide faculty to avoid disorganized course design.
    - iv. At this point the committee will start to need financial support for this change.
  - d. ITAC
    - i. This committee is working on technology assistance for students. They are putting together a survey to determine students’ needs for technology and to determine how to best use the tech student fee funds to help students.
- X. Discussion items
  - a. Sr. VP Webb Sharpe just returned from Washington to discuss LCC issues with Representative Wahlberg and Senator Stabenow.
    - i. Additionally, Senior Vice President for Finance, Administration and Advancement Lisa Webb Sharpe updated the Senate on the trustees’ recent trip to Washington, D.C. with the Association of Community College Trustees to meet with policymakers and support LCC’s federal agenda.

- ii. Topics included supporting the Pell Grant program, including promoting the return of year-round grants and the use of grants for short-term, workforce-oriented programs; opposing new financial penalties or “risk sharing” tied to loan repayment rates or defaults; and supporting the BRIDGE Act to provide stability to Deferred Action for Childhood Arrival (DACA) students.
  - iii. The group met with U.S. Senators Debbie Stabenow and Gary Peters, and U.S. Representatives Tim Walberg, Mike Bishop, and John Moolenaar.
  - iv. There is talk that colleges may have to start re-paying student loan defaulting.
  - v. There is also concern about tax reform which includes tax deductions and this will likely really hurt colleges. There was no opportunity to meet with agency members.
  - vi. Secretary DeVos did speak to the group.
  - vii. Please contact senators to make your voice heard.
  - viii. There is talk that there will be 10% cut to everything non-military.
  - ix. Pell Grant utilized most by urban and rural students.
- XI. Senate Team meetings: met quickly at 10:55 am
- a. Faculty Prioritization team
  - b. Adjunct Committee team
  - c. Academic Policy Review team
  - d. Fiscal Responsibility and Resource Management team
  - e. Student Advisory Standing Committee
- XII. Potential future agenda items

Meeting adjourned at 10:57 am

Respectfully submitted by Christopher Manning