Senators Present: Allen James, Azima Alex, Argersinger Marvin, Boeve Matt, Bryant Ed, Bubb Kevin, Clifford KatieCurtin Michelle, Dietrich Nancy, Droste Ivan, Dutcher Peggy, French Ann, Garayta Cheryl, Gruesbeck Nikki, Gustin William, Harned Dan, Janowick Jeff, Johnson Leslie, Kelland Mark, King Terrence, Leventhal Judy, Macomber Zach, Manning Christopher, Mutty Sue, Reglin Jill, Sawyer Suzanne, Sperling Tedd, Swain James, Thomas Ed, Tobin Pam, Wilhm Cathy, Wilkerson-Johnson Veronica

Senators Absent: Conner Christine, Deines Tim, Del Castillo Monica, Edwards Rob, Garcia Bo, Gonzales Lucas, Hagen Karen, Lee Eliza, Luke Jim, Mesler Vern, Pogoncheff Elaine, Prystowsky Richard, Storie Cindy

I. Call to Order: 9:05
II. Roll Call: 9:06
III. Approval of Minutes: Minutes approved with minor changes to grammar and sentence structure.
IV. Public comments (also permitted during the meeting with the permission of the Senate)
   a. Sr. VP Lisa Webb Sharpe encouraged everyone to attend Equal Pay Day events on Tuesday, April 4 at 11:30 a.m. - 1:00 p.m. on the south end of the Gannon Building. Everyone is asked to wear red in observance of the day. She noted that nationally women earn $.80 for every dollar a man earns. African American women earn 67% compared to men, and Latina women, 66%. She added that women at LCC earn 97% compared to their male counterparts, a better ratio, but still not equal. Included at the event will be job exhibits for students to learn more about high paying careers.
      i. The Mackinaw Center and the American Transparency Center have both FOIA-ed information from retirement services. All of this information is now available and includes salary. This is happening all over.
   b. Senator Mark Kelland stated that OER has saved students millions of dollars nationally, and he thanked Regina Gong for her excellent work with LCC's OER resources.
   c. Mark Kelland thanked Regina Gong for her work in expanding the use of OERs.
   d. Senator Thomas reminded everyone that CORE is currently being updated. All courses need to be sent to the Curriculum Committee before April 4th.
   e. Senator Johnson asked that we submit proposals for Professional Development days in May, so that we can share ideas that work well in our classrooms.
V. President's Report
   a. Monica Del Castillo put together the *You Are Welcome Here* event and this took place on Wednesday. It went well and there was a lot of attendance.
   b. President Janowick has been involved in the development of the strategic plan, which is currently ongoing. The Strategic Plan connects to the college's HLC accreditation. The HLC is currently seeking faculty reviewers. They are particularly interested in faculty who teach in STEM and would also like more members from under-represented groups.
   c. Textbook adoptions have been confusing across divisions when faculty update to new editions or opt to change textbooks. Some students also buy books further in advance.

The college is developing a clear policy in terms of when textbooks must be chosen for classes.

d. Parliamentarian Werner stated that he must use updated textbooks in his computer sciences courses, which often come about later in the semester. Using even a partially outdated textbook obviously does not prepare students for their certification tests, so new editions are released as late as possible. As a result, in the computer sciences more time is needed so that much more up-to-date textbooks can be utilized.

e. Senator Garayta stated this issue came up in a meeting. Other colleges can comply with federal laws and still provide a later date for textbooks. Perhaps we should consult with them.

    i. These suggestions will be forwarded to those working on this issue.

VI. Provost's Report: None

VII. Action items: None at this time

VIII. Consent Agenda

a. One consent item, a new course proposal, was passed without discussion.

IX. Other Reports and updates

a. Student Senator reports: none

b. Elections update – Chris Manning

    i. Senator Manning reported that new Academic Senators will be welcomed to their first meeting on Friday, April 14. There will be a 15-minute orientation for new Academic Senators at the end of the April 14 meeting. He also mentioned that the at-large positions needed to be better communicated through the new college-wide email process and filled in the next election. Also, Academic Senate officers will be nominated by the Senate at the April 14 meeting, and elected at the April 28 meeting.

c. Student ready college discussions update—Alex Azima

    i. This group meets after the Academic Senate meeting. The goal is discuss how the college can focus efforts to make the college student-ready rather than requiring students to become more college ready. Past President Azima would like to include the college and the community in growing as a college and preparing to meet needs of our students.

d. Success Coach update—Cathy Wilhm

    i. Senator Wilhm provided flyers and provided background on exactly what success coaches will provide for our students.

        1. The goals are to appreciate diversity, promote engagement of students, faculty and staff, and develop a well-rounded coaching environment.

        2. They will build relationships with students, and they will focus on wellness academically and personal leading to self-efficacy.

    ii. Success coaches work with students when they start at LCC, not just when there is a problem. They are currently taking referrals.

    iii. Finding a coach: This is a one-stop shop in terms of helping students navigate what services they need. Faculty can email specific success coaches. Six more coaches will be added in April. When using the LCC website, there is a button to click under Success Coach Referral. Here the faculty will fill out the form and provide some very basic but essential information. Faculty can volunteer to be part of the student success network.

iv. The success coaches were also introduced. There are two managers currently and there will be a total of three when hiring is complete. There will be a total of 18 success coaches. There are currently 6.

v. Here is a link to the referral form: http://www.lcc.edu/aa/success_coaches/referral-form.aspx

vi. Here is a link to the names and pictures of the success coaches.: http://www.lcc.edu/aa/success_coaches/

vii. Success coaches have been assigned to very specific populations including developmental education, formerly incarcerated students, at-risk students, veterans, tech careers, TRIO students, K-12 students, students utilizing the Center for Student Access etc.

viii. The caseload will be 200-240 students per success coach.

ix. Senator Sawyer said the follow up from coaches has been excellent and that she has collaborated with the success coaches.

x. Senator Reglin was not sure what to do with a student who has already been referred to a success coach but is clearly struggling. Also, she asked if the success coaches will work with students who are homeless.

xi. Senator Wilkerson-Johnson asked whether the success coaches will collaborate with other campus-wide initiatives.

xii. Senator Swain stated he did not have students who have disclosed their situation with him. He was advised to refer them regardless.

xiii. Senator French asked about student self-referral. This is very possible using the LCC webpage or sending an email to a coach.

xiv. Sr. VP Webb Sharpe asked how we can better communicate this resource with students. How can Karen Tommasulo help with this endeavor? It was stated the college-wide newsletter, The Star, could also be useful in spreading the word about what the roles of the success coaches are.

xv. Senator Clifford asked how students will become more aware of the success coaches.
   1. Many specific student groups starting classes in the fall will be assigned a coach. This will include TRIO, HOPE scholars, and others.
   2. Success coaches will also be visible and available in the future.

xvi. Senator Sperling suggested a much more direct path to the referral form on the LCC website.

xvii. Senator Garayta stated that a student with many struggles came to her office. Despite the efforts of the success coach, the student failed, but the student was able to better understand why they had failed the course and discussed how they could avoid these same mistakes in the future.

xviii. Senator Leventhal stated that a large number of coaches will be hired, but there is only one part-time career advisor, and the advisors are currently booked three weeks in advance. Senator Garayta stated there are still advisor needs that have not been met. There is also an ACAD 101 course and developmental co-requisite courses that also require career planning. If this course isn't in the pathway, the students won't take it. It needs to be a part of it. Career Planning needs to be a part of coursework and also individuals can use the career planning resources in the library.

xix. Senator Clifford asked how this looks from the student point-of-view. What do they see on the path to meeting with a success coach? It is ultimately up to the students to contact the coach.

xx. Success coaches need to be described as an opportunity for the student to succeed.

xxi. Parliamentarian Werner confirmed that success coaches have the sole purpose of connecting students to services across campus.

xxii. There will also be a student focus group for the success coaches in the near future.

X. Senate Team meetings and reports
    a. Faculty Prioritization team
        i. Senator Swain made sure the Senate was involved in a new Tech Careers opening. There are still many things programs can do to start the discussion about adding full-time positions.
    b. Adjunct Committee team
    c. Academic Policy Review team
        i. A new procedure has been put in place by the college and now involves the Academic Senate much earlier in the process. The team is finishing work started by APAC. Senator Droste asked that anyone who served on APAC could work with this team.
    d. Fiscal Responsibility and Resource Management team
        i. Senator Macomber stated they are looking into processes and timelines for budget and operating plan coordination.
    e. Student Advisory Standing Committee
        i. They are currently working on creating surveys to gather data on college hour, MBS, and parking at LCC.

XI. Discussion items
    a. Shared governance
        i. A number of issues have come up that have led to the conclusion that we need to enter into more college conversations.
        ii. President Janowick asked if the Senate felt it was part of shared governance.
            1. Senator Kelland stated that as long as by-laws state that the Senate is advisory, we don't have shared governance. In other issues, often one person must make a decision on a topic that is for the best of the college.
        iii. Senator Garayta stated the Academic Senate needs to be involved in the processes sooner rather than after the decision has been made.
        iv. Senator Werner pointed out that the Senate Charter may need to evolve over time. We need to make sure we aren't lost in the process of change. We need to think about how we can have appropriate involvement in college processes.
        v. Senator Harned stated that there is a time commitment beyond the two-hour, bi-weekly meetings.
        vi. Senator Sperling said he felt privileged to be in an advisory position. The success of the senate relies on how much responsibility fall on us. The senate needs to make sound decisions.

vii. Senator Dutcher stated that five standing committees also elicit input and guidance. So, if forms change, should these come to the Senate? When approving courses, what criteria is used in approving courses? There really isn't any and there isn't any deliberation.

viii. Senator Swain stated that we should grade ourselves on the improvement we've made.

ix. Senator Droste also noted that there should be concern that there was not enough people are voting.

x. Senator Curtin noted how much time we spend being informed rather than proactively doing things. To be a governing body, we need to focus on action rather than reporting.

xi. Senator Garayta noted progress we've made in advancing our chartered responsibilities. There are still other areas where we are not involved in the processes of the college. We need to bring forward proposals for addressing elements of the charter.

xii. Senator Kelland also noted that we need to let the Senate know what we're doing in committees.

xiii. Senator Johnson also noted that we need a group that focuses on teaching and learning and staking a role for the Senate in these discussions.

xiv. Past President Azima stated there was an expectation that time would be set aside for Senate meetings and subcommittees. The Senate needs to identify areas where we need process development as well.

xv. Success is sometimes measured by goals unachieved rather than goals achieved. We need to have a balanced view on this.

xvi. President Janowick added that he has drafted a proposed process for including the Academic Senate in shared governance. He will share this with the Provost.

xvii. Senator Dutcher suggested using CASL to take a stab at collecting evidence of what the Academic Senate has accomplished since it came into being in 2013.

xviii. Senator French suggested we look at a more efficient use of our time on standing committees. Why are the decisions of standing committee coming back to the Senate? The work has been done and there is no need to report back to the Academic Senate. The work has been done; why delay the decisions?

xix. Past President Azima stated that the Senate is involved in the criteria used by the standing committees in some cases and provides input into the role of these committees in the college.

Meeting adjourned at 11:04 am

Respectfully submitted by Christopher Manning