

Lansing Community  
College Academic Senate  
Meeting Minutes

December 9, 2016, 9-11:30 am, Administration Building Board Room

Senators Present: Allen James, Argersinger Marvin, Bryant Ed, Bubb Kevin, Clifford Katie, Conner Christine, Curtin Michelle, Deines Tim, Dietrich Nancy, Droste Ivan, Dutcher Peggy, Edwards Rob, French Ann, Garayta Cheryl, Gonzales Lucas, Gustin Bill, Hagen Karen, Harned Dan, Janowick Jeff, Johnson Leslie, Gruesbeck Nikki, King Terrence, Lee Eliza, Leventhal Judy, Luke Jim, Manning Christopher, Macomber Zachary, Mesler Vern, Pogoncheff Elaine, Pogoncheff Elaine, Prystowsky Richard, Reglin Jill, Sawyer Suzanne, Sperling Tedd, Swain James, Thomas Ed, Wilkerson-Johnson Veronica, Wilhm Cathy

Senators Absent: Boeve Matt, Del Castillo Monica, Garcia Bo, Kelland Mark, Muttu Sue, Storie Cindy

- I. Call to Order
- II. Roll Call: Secretary Manning stated a quorum was present
- III. Approval of Minutes
- IV. Public comments (also permitted during the meeting with the permission of the Senate)
  - a. A statement was provided about a meeting in December with the librarians for an integrated learning area. See addendum 1.
  - b. Pat Engel, who is leaving the college, was described by Alex Azima as being very helpful in looking into adjunct space.
- V. President's Report
  - a. Deferred.
- VI. Provost's Report
  - a. Not present
- VII. Other Reports and updates
  - a. Student Senator reports
    - None
- VIII. Curriculum Committee
  - a. CHSE 148, PFFT 181 and 182, DENT 270, IRXT 280, PFHW 120 were approved as part of a consent agenda with discussion.
- IX. Financial Briefing and Master Plan update
  - a. Chief Financial Officer Don Wilske provided a thorough overview of the current financial state of LCC. This presentation included college revenue, revenue changes, needed college facilities upgrades, the planning calendar for each academic year, and the financial outlook for the coming fiscal year. As a result of the discussion, various academic programs determined that it would be more effective to enter into the budget process much sooner.

- b. The presentation will be available in the Senate Sharepoint file.
- X. Action items
  - a. CASL charter revision—first read
    - The revised charter was handed out by Peggy Dutcher, co-chair of CASL. The new charter better reflects what the committee is actually doing in addition to the academic component. We will vote next meeting.
  - b. College hour proposal white paper
    - An electronic version of the white paper will be sent to the Senators and will be available in the workspace. This document presents the advantages and potential associated with the creation of a college hour at LCC.
- XI. Discussion Items
  - a. Online tutoring-Brainfuse
    - LCC has entered into a 1 year contract. Part of the Academic Senate’s role is to participate in the evaluation process. We’re going to look at data regarding how students use it and evaluate it. Those on the Senate team evaluating it will use their own qualitative data. Brainfuse is currently being used in Math 121, CIT 110, and Accounting which comprises 20-30 sections. There has been no plan for expanding the Brainfuse beyond the targeted courses at this time.
    - Senator Jill Reglin, the Writing Center Coordinator, read a prepared statement. She explained that the Writing Center is open 56 hours per week. The vendor, Brainfuse, will include writing help but the Writing Center was not represented in the decision-making process. This was a concern because Brainfuse uses a different model for tutoring writing than that used by LCC’s Writing Center. She argued that it seems wiser to invest in current LCC resources instead of a for-profit tutoring service.
    - Senator Droste stated that he is encouraged the Senate is going to be involved, and that the Learning Commons should be involved as well. Any online tutoring needs to be consistent with the tutoring we already offer.
    - Senator Luke suggested CASL be involved in assessing Brainfuse and have all the same assessment process and procedure that we have in all academic areas in this school.
    - It was explained that only the classes involved in pilot can use Brainfuse. Hopefully all faculty and all students will have access to all “value added” elements. In addition, students in the pilot have live tutoring.
    - Senator Lee stated that not every subject has 24 hour tutoring available. Math department were provided with extra handouts and summaries because we are piloting Brainfuse.
  - b. Establishing Student Issues team as a Standing Committee
    - One way to move forward quickly is to establish the student Issues team

as a standing committee of the Senate. This committee could become the framework for a student government. There is general agreement that this is something the Student Issues team should continue to explore by developing a charter and presenting it at the January meeting.

XII. Potential future agenda items

- a. Review and revision of standing committee charters
  - Moving forward, all standing committees will look over current charters and determine if revisions are necessary. The charter language should be clearly defined and updated.
- b. Senate teams share a short update on Jan. 6.

## **Addendum 1**

Hi Suzanne,

Here is an updated version of the statement I wrote. If you could read it at the Senate on my behalf, I would really appreciate it. I would rather not wait until January. However, if there is not time, it would always wait for later.

The Provost has convened a meeting in December to discuss the concept of an integrated Academic Student Success Center. This meeting will bring representatives from the Library, Tutoring, IT, Student Life, Writing Center and other campus representatives together. This will give LCC staff and faculty with different perspectives the opportunity to work toward a common goal--better serving students by coordinating academic support outside the classroom. I hope the ideas that come out of this meeting are shared with the campus units involved and it is the beginning of an open dialogue. Please continue with this transparency and communication about the direction of this project. In addition, I hope that input will be elicited from other community members, especially students, as they will be using the Center once it is built. This meeting scheduled for December is a positive start in improving communication about an initiative that has great potential.

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