

Lansing Community College
Academic Senate Meeting
September 1, 2017, 9-11 am, Administration Building Board Room

Senators Present: James Allen, Suzanne Bernsten, Ed Bryant, Kevin Bubb, Christine Conner, Michelle Curtin, Tim Deines, Nancy Dietrich, Peggy Dutcher, Cheryl Garayta, William Gustin, Dan Harned, Mark Kelland, Terrence King, Judy Leventhal, Megan Lin, Zachary Macomber, Christopher Manning, David Mattson, Vern Mesler, Randy Paape, Elaine Pogoncheff, Jill Reglin, Kari Richards, Christopher Smelker, Tedd Sperling, Ed Thomas, Pam Tobin, Joe Werner, Cathy Wilhm, Veronica Wilkerson-Johnson

Senators Absent: Marvin Argersinger, Matt Boeve, Monica Del Castillo, Ivan Droste, Ann French, Bo Garcia, Nikki Gruesbeck, Jennifer Hilker, Jeff Janowick, Leslie Johnson, Eliza Lee, Sue Mutty, Richard Prystowsky, Haala Zaid

- I. Call to Order: 9:05 am
- II. Roll Call: 9:06 am
- III. Approval of Agenda: Minutes
- IV. Approval of Minutes (April 28 and special meetings)
- V. Public Comments: Senator Wilhm stated that the Center for Manufacturing Excellence will open October 4th.
 - a. Note: The Senate will meet at West Campus on October 13th.
- VI. President's Report
 - a. President Kelland has decided that business will get done more efficiently and more in accordance with Robert's Rules of Order.
 - b. He likes to wear his regalia more than once per year because it was so expensive.
 - c. Everyone filled out the first Student Engagement Committee Report. All issues and problems with the procedures should be brought to the Academic Senate.
 - d. Streamlining AA and AS degrees. There will be an update on this in the future.
 - e. We are moving into the next phase of the OER movement. The second phase is the investment of the college in seeking out OERs for their classes. The last phase is an OER policy.
 - f. The process of business in the Academic Senate. The committee has discussed formalizing business in the Academic Senate. The old bylaws are still on the internet. These need to be replaced.
 - g. There are also errors on the website. Some of the pictures etc. and standing committee info also need to be updated.
 - h. President Kelland will attend all standing committee meetings if possible. Secretary Lee will communicate with committee chairs to keep up with necessary communication.

- i. Debate the issue; not the person. Keep things to the point.
- j. This increased formality will be a learning process for all of us.
- k. The Senate Executive Committee will be meeting regularly on Mondays at 1:00 pm and agenda items should be sent to one of them.
- l. Who believes the Senate's business is done too slowly?
 - i. Professors are different than others in organizations. They move differently. They have different priorities.
 - ii. The Academic Senate is supposed to be a deliberative body. We should have time to discuss and explore topics.
 - iii. The Senate was also meant to be collaborative with Administration. Faculty often worry about programs; Administration must address the lack of students in classes. To some extent, the Senate is still trying to figure out how we collaborate with faculty.
 - a. LCC is trying to promote programs that will draw students to West Campus career programs. Marketing is meant to reach student and employers.

VII. Provost's Report: None

VIII. Budget Update

- i. Point of Privilege: VP of Finance Lisa Webb Sharpe, introduced new Student Affairs Dean, Dr. Chris Lewis.
 - 1. She also explained that the budget passed. They raised tuition but were able to cut some of the overall tuition hike off.
 - 2. There were some increases in several budgets. There is still a commitment to makes cuts and increases efficiencies. Every year our expenses increase just for the cost of providing classes.
 - 3. Tuition must be open from fiscal year to fiscal.
 - 4. LCC is still the 5th lowest tuition rate for community colleges in the state.
 - 5. The fitness center is now free to employees. The administrative costs were so high, it was a small cost to open it to all.
 - 6. Enrollment has fallen far less than the past several years. The hope is to increases enrollment and retention.
 - 7. "Were there budget cuts across the college?" Asked Vice President Dutcher.
 - a. Cuts were only made in specific reallocations. Some budget items were cut. Phil's was not successful and was closed. Changes are underway at LCC North.
 - b. The Phil's space will be allocated for recruiting.

- IX. Senate Standing Committees (Vice-President Dutcher)
 - a. Standing Committees: There are currently five standing committees.
 - b. Curriculum Committee, CASL, Technology Across the Curriculum, Elearning, Student Advisory Committee, Curriculum Committee
 - c. Charters were not available or needed to be updated.
 - d. The goal is to link standing committees to Essential Learning Outcomes for the college. If committees don't link to these outcomes, we need to change things so they do. Also, we need to discuss what needs to come to the Academic Senate.
 - e. Committees will standardize reports that are either written or spoken during Senate meetings.
 - f. When something is brought to the Senate for votes and reports, it will receive feedback and approval. Goals and needs for committees need to be aligned. Standing committees need to work together. The executive committee will look at the composition of the committees, and they will seek out committees from as many areas as possible. The final decision is made by the president to serve on the standing committee.
 - g. Some projects will not require standing committees. These will be teams that will discuss certain topics and certain areas.
 - h. We spent time referring back to past teams. Moving forward, which teams are still needed including the Faculty Prioritization Team (Dan Harned), Budget Team (Zach Macomber), Academic Policy Review Team (Nancy Dietrich), TAC (Kevin Bubb), Adjunct Faculty Committee (Tim Deines) etc. (Lead Senator)
 - i. For the next 15 minutes, we will decide what the goals of these teams will be during the next academic year. Moreover, how will the goals connect to the college outcomes.
 - ii. All standing committees must be chartered. In turn, the charters are extensions of the bylaws.
 - iii. Goals etc. will be examined by the Senate officers.
- X. Senate Teams
- XI. Guided Pathways Update (Senator Conner)
 - a. Pathways were posted on July 15th. These are not perfect but they were put "out there" for the college. 1486 students were put back on track because they had enrolled before the Pathways were in place.
 - b. Senator Conner will have office hours in each division on a rotating basis. HHS Thursday from 10-2pm, Tech Careers Wednesday from 10-2pm, and AS Division? This will be posted in faculty packets. This will be in the Operations email.
 - i. There is a survey that closes at midnight tonight.
 - ii. Curricular Guides are still in effect.

- c. Curriculum and Co-requisite changes must come to the curriculum committee. There is a charter, but it is an old charter.
 - d. Developmental education students need a clear pathway. We need to build better roadmaps for developmental students. This should be a college-wide and much broader discussion.
- XII. Preferred Name Resolution.
- a. What happened to the preferred name policy? President Kelland brought this to the officers. This needs to be studied in more detail and there needs to be more involved in gathering information.
 - b. Are there legal barriers to allowing student names to be used?
 - c. VP of Finance Lisa Webb Sharpe: Relaying questions that have been brought to her (not necessarily her opinion) - What if a student uses a different name? What about financial aid issue? User ID changes? This can all be done, but is there a real need or concern among students and faculty? Is there really desire for this on campus?
 - d. Vice President Dutcher: We need a process for follow-up on these matters of resolution. For example, when we have the General Education Assessment, we also need to recommend a change and a strategy for implementation. There are some places where there needs to be a preferred name and there are places where it does not.
 - e. Senator Deines: By ignoring identities electronically, we are leaving these students behind.
 - f. President Kelland: Should the Student Advisory Committee take over this?
 - g. Senator Werner: We are conflating three issues: preferred name, username, and legal name. Your name and preferred name etc. creates much more of a complication that is more complex philosophically rather than in practical terms.

Meeting Adjourned: 10:59 am

Respectfully submitted by Chris Manning, former Secretary of the Academic Senate, filling in for Eliza Lee, Secretary of the Academic Senate.

Purpose: *The purpose of the Academic Senate will be to provide faculty input and advice to the administration concerning issues of College-wide educational philosophy, College-wide academic policy, and priorities in the College-wide deployment of capital or financial resources, except as covered by the scope of collective bargaining. The Senate will be proactive and collaborative in its approach, seeking consensus whenever possible, and will foster and support effective and transparent communication with the college community. Student learning is the ultimate goal of this body.*