

Lansing Community College
Academic Senate Meeting
October 26, 2018, 9-11 am, Administration Boardroom

Senators Present: James Allen, , Suzanne Bernsten, Matt Boeve, Kevin Bubb, Christine Conner, Tim Deines, Monica Del Castillo, Peggy Dutcher, Bo Garcia, William Gustin, Andrea Hoagland, Jeff Janowick, Mark Kelland, Megan Lin, Melissa Lucken, Zachary Macomber, Kari Richards (by phone), Christopher Smelker, Tedd Sperling, TeAnna Taphouse, Ed Thomas, Pam Tobin, Denise Warner, Joe Werner, Veronica Wilkerson-Johnson, Richard Williams

Senators Absent: Marvin Argersinger, Joe Barberio, Ed Bryant, Michelle Curtin, Nancy Dietrich, Cheryl Garayta, Nikki Gruesbeck, Dawn Hardin, Jennifer Hilker, Terrence King, Dylan Lack, Eliza Lee, Judy Leventhal, David Mattson, Vern Mesler, Elaine Pogoncheff, Cathy Wilhm

- I. Call to Order – 9:09AM
- II. Roll Call
 - a. Senator Mark Kelland indicated that we have the exact number present for a quorum.
- III. Approval of Agenda
 - a. No objections or changes to the agenda
- IV. Approval of Minutes
 - a. Minutes were approved with the amendment to the agenda strike any information related to political issues.
- V. Public Comments
 - a. Senator Joe Werner announcement an event at West Campus. There was an industry connections meeting at West Campus that could be very beneficial for students. All were invited.
- VI. President’s Report
 - a. The Student Advisory Committee is working with Senator Cathy Wilhm to arrange our next student panel, which will take place during the Academic Senate Meeting we are having at West Campus in December, The panel will be comprised of Technical Careers students. The next panel of students we have might be a panel of Health and Human Services (HHS) students.
 - b. Attended the C3R (Coalition for College & Career Readiness) at West Campus. There was continued discussion of the alignment between high school math and our courses here at LCC, with plans to look next at the alignment between high and college writing.
 - c. Attended the MI Writing Centers Annual Conference at UofM Flint; in the same building where our new Chief Diversity Officer Tonya Bailey worked before joining LCC.

- d. An email discussion has been taking place, regarding problems with Kaltura’s difficulty providing captioning for technical areas such as science (an issue for the accessibility initiative). Kateri Lehr noted that Kaltura can “learn,” but this issue is still being looked into.
 - i. Senator Peggy Dutcher confirmed this issue with an example of where Kaltura cannot recognize specific anatomy and physiology terms.
- e. APAC is continuing to look at procedures and processes, and there is a need at LCC to further define the use of the term “policy.”
 - i. The Federal Government has regulations that say institutions need “policies,” so financial aid is using the term “policy” in their documents, even though the LCC Board of Trustees writes policies and the college writes “process and procedure.”
- f. The annual report for 2017-2018 has been completed and given to the provost. Highlights were sent to President Brent Knight for his own annual report.

VII. Provost’s Report

- a. Associate Vice President of Academic Affairs Sally Welch represented Provost Elaine Pogoncheff
- b. Embedded Academic Support Meetings with Academic Programs –
 - i. Provost Elaine Pogoncheff and Academic Affairs Project Manager Rafeeq McGiveron have been scheduled to meet with all academic programs to introduce and discuss the Board’s Developmental Education Resolution, the models for embedded support that have been suggested and initiated, and next steps for embedded academic support as they relate to college-level gateway courses as well as discipline-specific courses. So far they have completed 16 meetings and have an additional 12 meetings scheduled.
- c. Students using High School GPA for enrollment in Fall 2018 – The Academic Senate has inquired about the raw numbers of students using the GPA. The numbers have been separated into math and reading/writing:
 - i. Math:
 - 1. 566 students used GPA;
 - 2. 442 (78%) had a grade of 2.6 or higher;
 - 3. 279 used GPA for highest math placement; 163 used measures other than GPA for highest math placement
 - ii. Reading/Writing:
 - 1. student used GPA;
 - 2. 465 (82%) placed at Reading 5/Writing 6
- d. Enrollment data at this point in the semester:
 - i. Fall 2018 - refer to Headcount and Billable hours percentage change from last year
 - ii. Spring 2019 - refer to Headcount and Billable hours percentage change from last year
 - 1. Senator Ed Thomas – when do we need to start being alarmed with a 14% drop at this point in time.

2. Fee for Service where the H.S. provide the courses. The data for these programs are used
 3. Not in tuition revenue – in a different line
- e. TLC Renovation –
- i. The contractor/architect firm has been selected through the Request for Proposals process.
 - ii. The project will use the same process used for renovation of the Arts & Sciences Building. The team will work collaboratively to assess, design, and construct the renovation.
 - iii. The team includes a library consultant and other professionals.
 - iv. The team will gather input from Senior Management as well as those departments affected by the renovation.
 - v. After all input has been gathered, an architectural design and plan for construction will be developed.
 - vi. Construction must be completed as required by the bond deadline. (I think it is December 2019, but you can ask if anyone knows for sure.)
- VIII. Action Items: Curriculum Committee – language for new/revised course proposal form; SOPs 3 Cancellation/Discontinuation & 4 Core/MTA (Senator Mark Kelland)
- a. Curriculum Committee (CC) Report for the Academic Senate on Embedded Academic Support
 - i. Senator Suzanne Bernstein – Does this SOP mean prerequisites are being eliminated?
 - ii. Senator Mark Kelland – No. Taking a close look at what is being done with academic supports. Very preliminary data – LCC is new at this. Board resolution expects a scale up of supports.
 - iii. Senator Jeff Janowick – Maybe add program determined “content-appropriate” embedded academic support(s).
 - iv. Senator Christine Connor – The wording related to “content-appropriate” would be in the Curriculum Committee’s forms.
 - v. Senator Veronica Wilkerson-Johnson – This is a start and if we say we are going to put in place and revisit it.
 - vi. Senator Peggy Dutcher indicated that all of us at LCC are being asked to make decisions based on data and was concerned that we don’t have any data to use to make a decision on this yet.
 - vii. Senator Joe Werner said we can always adopt the resolution and revisit it again once we have more data. It can be on our agenda a year from now.
 - viii. Senator Mark Kelland called for a vote on the language being added to New and Revised Course Proposal Form. Ayes have it, but a hand count was asked for. 10 voted yes (one vote was over the phone), 11 voted no to the proposed language being added to the form. The language will be revisited.

- b. SOPs for Course Cancellations and Core MTA
 - i. Senator Andrea Hoagland: The MTA/Core proposal looks like it goes directly to the CC. Senator Andrea Hoagland said she could have helped some of the requests so they could be approved.
 - ii. Both SOPs were approved by the Senate
- IX. Online Learning
- a. Senator Mark Kelland – after the last Senate meeting the Senate Executive Committee discussed issue of online learning. He met then met with CTE, eLearning.
 - b. Proposed a team that would coordinate with the senate online learning activities with CTE, eLearning, Strategic Plan Committee #1 and the team could bring issues to the Senate for discussion, feedback, and/or approval.
 - c. Senator Andrea Hoagland asked when will this team be put together.
 - d. Senator Mark Kelland – The discussion about online learning has started with Senator Megan Lin, Senator Eliza Lee, Kara Christenson and Chris Richards who are going to help facilitate the issue of online learning.
 - e. Senator Mark Kelland indicated that if you are interested in participating in this discussion to let him know.
- X. Diversity Issues and Discussion (Chief Diversity Officer Tonya Bailey)
- a. Senator Mark Kelland: Introduced Tonya Baily LCC’s new Chief Diversity Officer.
 - b. Finding Common Ground PPT – Inclusion and Diversity is Everyone’s Responsibility
 - i. Indicated that she commutes from Flint – Gave a bit of her background as a context for her job as Chief Diversity Officer. Father worked at GM and her mother was an educator.
 - ii. Tonya used the song “Twinkle Twinkle Little Star” as an example of – It is not where you start it is where you finish – you are a Star. Everyone needs a sense of belonging
 - iii. She is impressed with the Senate and is very interested in the senate’s input related to diversity.
 - iv. Defined Inclusion = diversity and Engagement
 - v. She showed a YouTube video produced in Denmark and then asked us what we thought of the video: [Diversity & Inclusion Video](#)
 - vi. Work Group Discussions took place at each table with a different topic at each table.
 - 1. Each group gave a brief summary of what was discussed in each group.
 - 2. Color Blind v Color Brave
 - vii. Tonya shared a Diversity Action Plan Template with each table (See PPT).

- viii. Office of Diversity and Inclusion is also going to continue some of the good work that was happening before she arrived, but expanding it.
 - ix. Some ideas about a “badge or certificate” related to training/courses on diversity on a transcript.
 - x. Going to recognize area/programs doing diversity/inclusion
 - xi. Starting “On & Poppin” every month Wednesday at 1:00 PM Tonya will be meeting with students
- XI. Potential Future Agenda Items – none
- XII. Motion to adjourn
- a. Senator Zach Macomber motions.
 - b. Senator Jeff Janowick seconds.
 - c. Adjourn (11:00AM)

***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.*

Respectfully submitted by Vice President Peggy Dutcher