Lansing Community College
Academic Senate Meeting
February 28, 2020, 9-11 am, Administration Boardroom

Present: Kabeer Ahammad Sahib, Marvin Argersinger, Alex Azima, Suzanne Bernsten, Ed Bryant, Michelle Curtin, Jeremy Davis, Tim Deines, Monica Del Castillo, Nancy Dietrich, Sydney Duncan, Paige Dunckel, Bill Garlick, Gerry Haddad, Jennifer Hilker, Leslie Johnson, Mark Kelland, Eliza Lee, Judy Leventhal, Megan Lin, Joseph Long, Melissa Lucken, Zachary Macomber, Vern Mesler, Larissa Miller, Ronda Miller, Dakeyia Scott, Christopher Smelker, Connie Smith, Tedd Sperling, Charlotte Steiner, Mark Stevens, Matt Van Cleave, Carlotta Walker, Denise Warner, Nancy Weatherwax, Sally Welch, Cathy Wilhm, Veronica Wilkerson-Johnson, Richard Williams, Melinda Wilson

Absent: Joe Barberio, Matt Boeve, Dawn Hardin, Shalonda James-Garza, Tamara McDiarmid, TeAnna Taphouse

I.   Call to Order – 9:02AM
II. Roll Call – 9:02AM
III. Approval of Agenda – 9:03AM
    a. Add: Ally and Accessibility update
    b. Adjustment, MBS/Access report will be given by Karen Tommasulo
    c. Approved as amended
IV. Approval of Minutes – 9:04AM
    a. No objections, approved
V.   Public Comments – 9:04AM
    a. No comments

VI. President's Report – 9:04AM
    a. Thank 3 volunteers who volunteered for Matt Fall's work team.

VII. Provost's Report – 9:05AM
    a. Senator Suzanne Bernsten- TLC construction project, webpage for TLC Renovations, continues through summer, computer lab/library closed during spring break, entrance will be closed March 16th-enter from A&S side, services still available.
        i. Questions: Will testing still be available?
        ii. Provost Sally Welch: Testing will be open until Thursday of spring break, then moved to Starzone.

b. New project clarifying pathways.

c. Congratulate Jeremy Davis on [baking competition win](#)!

VIII. Consent Agenda – 9:09AM

    a. Curriculum Committee Recommendations

        i. NEW PROGRAM OF STUDY

            1. General Education – Applied Degrees:

                a. Proposed addition of CITS 110 to the Applied Communication area of the 2020-21 General Education – Applied Degrees

            2. Child Development and Early Education – Certificate of completion

                a. Includes proposed new course : CHDV 129 –Caring for Youngest Learners

            3. Computed Tomography (CT) –Certificate of Completion

                a. Includes proposed new courses of: CTGT 210 – CT Patient Care and Study, CTGT 215 – Principles of CT, CTGT 220 – CT Instrumentation, CTGT 230 – CT Procedures & Pathophys I, CTGT 231 – CT Procedures & Pathophys II, CTGT 240 – CT Clinical Practice I, CTGT 241 – CT Clinical Practice II

        ii. NEW COURSE PROPOSALS: IXRT 240 – Sectional Anatomy

        iii. REVISED COURSE PROPOSALS: BUSN 118 – Introduction to Business, PFFT 114 – Police Academy Fitness Trng, PFFT 119 – Fire Academy Fitness Training, PFHW 120 – Health and Wellness for Police, CHDV 101 – Child Growth/ Develop 0-12 Yrs, CHSE 136 – EKG Technician

        iv. DISCONTINUED COURSES: CHDV 127 – being replaced with CHDV 129, CHDV 128, ANTH 276, ARTS 104, DANC 107, ENGL 203, ENGL 264, ENGL 276, HIST 271, HCSA 090, HSED 080, HSTV 090, JRNL 251, MATH 281, MGMT 239, MUSC 181, MUSC 182, MUSC 183, MUSC 187, NCOL 101, NURS 280, NURS 285, SDEV 118, SEDV 124, SDEV 125, SDEV 126, SDEV 205

        v. Approved without objection.

IX. Communications – 9:10AM

    a. Leslie Johnson-three nominations for StarTalks, need more

X. Elections- Eliza Lee – 9:10AM

    a. Updates: Ballots went out today between 7:45AM-8:15AM, even if there are no openings in a specific area please fill out member at large ballot, encourage

faculty to vote, 3 weeks to vote (one week is Spring Break). Ballots due March 20th.

b. Spoke with Cathy Wilhm, Michelle and Tech Careers Senators and will transition TC position to the same as HHS, tech careers at large positions due to size of programs.

XI. Ally Updates: Chris Richards – 9:12AM

a. Aware, course level reports are available for all courses, accessibility reports review, resource available-highlight [eLearning](#) site under [Accessibility](#), video from website presented. Review of eLearning Accessibility web page. New trainings will be available soon to faculty regarding accessibility guidelines, eta late semester.

b. Senator Matt Van Cleave, scan documents and Ally having issues-Chris R advised they are working on issues

c. Senator Richard Williams, how is faculty to report issues? Chris R advised to contact Dept. directly or helpdesk ticket.

d. Senator Eliza Lee, Ally is helpful, informative and use this as a learning tool to have this advanced information for future projects.

XII. Accessibility-Accessibility Committee for Quality Assurance (ACQA) – 9:25AM

a. Records Information Specialist Linnea Knapp, Progress of group, how the initiative began and where it is at currently. See PowerPoint.

b. Bentrelle Carroll, committee role and how to advise the community. Large group has smaller focus groups on various subjects. Continue with PowerPoint Presentation. One site to report forms, SharePoint.

c. Senator Matt Van Cleave: SharePoint slide, the wheelchair icon, icon used on campus-active wheelchair

d. Senator Richard Williams, non-course materials-all forms and documents, provide example of what these are? HR forms, etc.

e. Senator Suzanne Bernsten, physical accessibility on campus. Director of eLearning, adding to new accessibility training with HR.

f. Senator Monica De Castillo, handouts, depression, etc. handouts – are considered non-classroom related.

XIII. MBS Inclusive Access Karen Tommasulo – 9:38AM

a. Internal Communications Coordinator Karen Tommasulo, Improvement to MBS, textbook affordable initiative, student's access to textbooks digital format on D2L, available first day of class. Directed to student account to purchase.

Beginning first day, instructors can see report as to amount of time student accessing book. Students and teachers can take notes/annotate in digital book.

b. Senator Richard Williams, cheaper digital, if not available.

c. Controller of Financial Services Lisa Mazure, 80% of texts are available for inclusive access. How much cheaper, 20% cost savings for digital over traditional text.

d. Senator Monica Del Castillo, faculty can access student use, can success coaches/tutors may have access?

e. Lisa Mazure, access question, no inclusive question. Not sure, not an inclusive piece, need to work with MBS.

f. Provost Sally Welch, coaches no, students need to open gradebook.

g. Faculty Jim Luke, issue raised end of year-MBS digital access charging to free OERs, rather inappropriate. Issue MBS only list a book that has ISBN, costly to do so, what is the status to correct?

h. Karen Tommasulo, will have to get back with information.

i. Senator Michelle Curtin, charging of ISBN?

j. Senator Mark Kelland, publish to Amazon, don't charge.

k. Senator Michelle Curtin, talk to Amy Larson at OER to work with issue.

l. Lisa Mazure, an adoption can be done without ISBN.

m. Senator Matt Van Cleave, option of student not to charge to account? Yes. Is the cost made inclusive aware to the student? Yes

XIV. Students' Choice Discussion: Student Senators Dakeyia Scott, Sydney Duncan – 9:47AM

a. Senator Michelle Curtin, to ensure/clarify role of student senators, voices being heard, academic policies are student driven. Presentation completed by Student Senators Dakeyia Scott and Sydney Duncan.

b. Senator Dakeyia Scott, what is the role of student senators? Voice of student body, speak up, and represent discussion with admin, teachers, and faculty. Be in a position to help those students in hard times. Duncan, student opinions regarding projects

c. Senator Mark Kelland, role of students senators: past-strategy sessions, discuss future ideas to work on. Student panels, lead student panels, plan 2nd meeting of each semester. Guided by student senators, what can it be worked on.

d. Chief Diversity Officer Tonya Bailey, suggest the same as Mark Kelland, to be inclusive, difficult for two to represent whole study body, need the student body input. Create a pipeline and voice for students.

e. Senator Michelle Curtin, do you believe our discussions are student center as they could be?

f. Senator Monica Del Castillo, those who work with students have the students best at heart, not always, caught up with what we think they want/know. Challenges across the board, how do we engage students? Surveys, only 12% response by students. Ask student senators to piggy back on proposed student senate and how to better engage other students.

g. Senator Sydney Duncan, faculty/teachers/admin are intimidating. Make student senators more inclusive. Duncan, student senate would be great, two senators cannot represent, and voices heard more.

   i. Senator Mark Kelland, more student senate. Recommended previously- each item on agenda to be addressed how it would student centered.

   ii. Senator Michelle Curtin, Senator Sydney Duncan said, what/how do you address to make students more comfortable?

   iii. Senator Matt Van Cleave, mentoring students outside school hours? Yes. Students don't meet during required office hours. Provides an opportunity for students to come and meet to review exam-extra points, minimal participation by students.

   iv. Dean of Student Affairs Ronda Miller, agree Senator Duncan's comments. Make self-accessible to students (sport events, student functions, etc.)- elevates fear. How student senate would attract a diverse and inclusive voices?

   v. Senator Dakeyia Scott, a smile can go a long way. Being friendly with students can help.

   vi. Senator Kabeer Ahammad Sahib, develop trust with students. Senator Lin, agrees with a simply smile, welcome message in D2L, completing welcome information. Answer student emails.

   vii. Student Dauan Hendley, help professors build better relationships with students, gives the students a voice-voice matters. Student learning assistant-come to him because intimidated by the professor.

   viii. Senator Monica Del Castillo, faculty report, appearance matters, dress can intimidate students, demeanor is critical; counselors have pictures and blurbs/bio on website. Add a blurb on D2L to break barriers.

   ix. Senator Wilkerson-Johnson, appreciate the student senator's point of outlying issues, make sure faculty is aware of these issues, know about resources and direct.

   x. Senator Alex Azima, allows students to call him by his first name.

   xi. Senator Ed Bryant, from beginning have to be approachable. Senator Sperling, tells students "he works for them", has offices hours to classroom, and opens projects to groups to come in.

xii. Senator Eliza Lee, intimidation is real, relating to students is important, personal stories relate to being a person.

xiii. Senator Leslie Johnson, most faculty want relationships with students, help with systemic barriers-adjunct faculty have issues with meeting with students.

xiv. Senator Mark Stevens, Kaltura-weekly basis, connect with students. Ratemyprof.com, be surprised.

xv. Senator Richard Williams, envy full-time faculty, encourage to fight stigma.

xvi. Chris Richards, using Kaltura, come to eLearning Office-access to equipment to help.

xvii. Senator Cathy Wilhm, thanks student senators, resources available, west campus provides free sack lunches (let her know).

xviii. Senator Kabeer Ahammad Sahib, boundaries? How far to go?

xix. Senator Mark Kelland, support student success, not disrupting other students.

xx. Senator Nancy Dietrich, faculty be 100% present at class time, leave other issues at the door, be fully engaged.

xxi. Tonya Bailey, PA days and RISE institute, quick tip, notice others, ask yourself "how would that experience be different", creating inclusive classrooms, stretch office hours, create a syllabus with diverse selections, time on the board, connect students with similar issues-study time.

xxii. Senator Michelle Curtin, how can we spread this knowledge to all on campus? Any action items come to mind for future discussion?

xxiii. Senator Monica Del Castillo, include students in review days, keynote speaker-student, consider a student voice at commencement, provide student opportunities in sessions where a bulk of faculty/staff.

xxiv. Faculty Matt Kerns, position to buy a location for students who have housing issues, meal issues, and domestic issues.

h. Senator Michelle Curtin, student senator at commencement.

   i. Senator Leslie Johnson, completely supports.

   ii. Senator Matt Van Cleave, would be great, use to have.

   iii. Senator Tedd Sperling, support idea, allow student senate to choose speaker.

   iv. Senator Mark Kelland, makes a motion or resolution to Provost, move that the academic senate that the senate should recommend a student speaker at commencement.

      1. Discussion:

2. Senator Monica Del Castillo, recommended to open it up to other students rather than just the President of Phi Beta Kappa. Other more diversity and engagement.
3. Tonya Bailey, supports idea of student speaker. Important to hear from student, but also "walked a mile in their shoes", still advocates a professional.
4. Senator Melinda Wilson, add to recommendation that the student speaker be approved by student. Recommends a student speaker at comment and be chosen by the students. Secondary chose by the students, subject to the approval by the administration.
5. Tonya Bailey recommends that the student senators be one of the speakers.
6. Senator Mark Kelland further recommends for to add to the motion that the speaker be approved by the Admin.
7. Senator Monica Del Castillo does not feel appropriate to have the admin to approve speaker.
8. Senator Melinda Wilson, we have to trust of ours student.
9. Senator Dakeyia Scott agrees, but concern it will be drawn out, students have control of who speaks, consideration of who needs to be worked out.
10. Senator Michelle Curtin, the process will come after resolution.
11. Senator Tedd Sperling, give the power to the students, give them the responsibility which they will appreciate.
12. Senator Jeremy Davis, likes idea, students still learning, provide some guidance.
13. Senator Ed Bryant, learning process as everything is.
14. Senator Matt Van Cleave, agrees with Senators Wilson and Davis, if overwritten, provide rational.
15. Senator Leslie Johnson, create a process and have a faculty to mentor the student(s).
16. Senator Eliza Lee, stop students expecting to fail.
17. Senator Michelle Curtin, motion on floor academic senate have a student speaker at comments, secondary, speaker is chosen by students. Correction, the secondary amendment subject to approval by administration, voted: division, count necessary: approved, 6; opposed-more, second amendment not approved. Voting on student speaker to be chosen by the students: approved.

18. Executive Vice President Lisa Webb Sharp, does the student have to be a graduate?
19. Student body will decided. Vote: Motion that the academic senate recommends a student speaker at commencement and be chosen by students, approved.
20. Motion to approve-Senator Mark Kelland.
    a. Motion approved.

XV. Potential Future Agenda Items-10:54AM

XVI. Motion to adjourn
    a. Motion by Senator Zach Macomber.
    b. Second by Senator Chris Smelker.
    c. Approved without objection (10:54AM).

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 Academic Senate Secretary, Eliza Lee, with special thanks to Penny Tucker.