

Lansing Community College  
Academic Senate Meeting  
April 24, 2020, 9-11 am  
Virtual Via WebEx

**Present:** Kabeer Ahammad Sahib, Marvin Argersinger, Alex Azima, Alandis Baker, Michelle Curtin, Jeremy Davis, Tim Deines, Monica Del Castillo, Nancy Dietrich, Paige Dunckel, Bill Garlick, Courtney Geisel, Gerry Haddad, Shalonda James-Garza, Leslie Johnson, Mark Kelland, Lyndia Klasko, Frances Krempasky, Eliza Lee, Megan Lin, Joseph Long, Melissa Lucken, Tamara McDiarmid, Vern Mesler, Larissa Miller, Ronda Miller, Joann Silsby, Connie Smith, Tedd Sperling, Mark Stevens, TeAnna Taphouse, Jon Tenbrink, Matt Van Cleave, Denise Warner, Nancy Weatherwax, Sally Welch, Cathy Wilhm, Veronica Wilkerson-Johnson Richard Williams, Melinda Wilson

**Absent:** Joe Barberio, Matt Boeve, Dawn Hardin, Carlotta Walker,

- I. Call to order – 9:03AM
- II. Approval of agenda – 9:03AM
  - a. Addition: update to include Library Online Resources
  - b. No objections – approved with amendments
- III. Approval of minutes- 9:04AM
  - a. No objections – approved
- IV. Public comments
  - a. Senator Leslie Johnson – Earlier this year, Academic Senate passed a resolution supporting communication between faculty and students, particularly that when a student emails or calls us, we should respond in 48 hours. However, this week again pointed out to me a huge problem in this plan—a problem made worse by the COVID-19 closures. Only about 200 of our faculty members—those with full-time appointments—have an assigned college phone number. An adjunct faculty could give out their personal phone number, but that is fraught with safety concerns, including potential Title IX issues. Moreover, it’s simply asking adjunct faculty members to use their own resources (the cell number and device they, not the college, pay for) to complete a work requirement. Now, let’s quickly look at the route that a student phone message must currently travel to reach an adjunct faculty member who does not have a LCC-assigned phone number. The student calls the department office and leaves a message. That message goes to the email for the departmental service center. Hopefully,

departmental staff working from home are attentive and listen then forward the message as soon as possible or otherwise notify the faculty involved. In short, we've added a middle-man and a middle-man always means added time and slower response. In response to this issue before, we've been told that adjunct faculty can request a college phone number. However, that should not be the case, especially now. Instead, every adjunct faculty member should be assigned a college phone number without asking. Moreover, LCC should make available Cisco's Jabber program so that those faculty can both talk and text to students directly via their computer without providing a personal phone number. Using an extremely quick internet search, I found at least 5 colleges (Brown, University of California-San Francisco, Tufts, University of Wisconsin-Green Bay, and University at Buffalo) who make Jabber and support for the software readily available. Two of those had updated support documents for the program within the past month. And this was just the first page of results. Many students prefer contact via text messages, but we should not be asking faculty to use their own equipment and phone numbers to do so. With mostly online classes happening for the foreseeable future, it is time to take advantage of the technology available to us—one that enables faculty to easily contact students on the wrong end the digital divide—and give every LCC faculty member a college phone number so that students can contact them directly.

- b. Senator Michelle Curtin – Clarification, requirements based on SOP. Email is the requirement, or whatever is in their syllabus.

V. President's report – 9:08AM

- a. Presidential Search – met last weekend, many qualified candidates, narrowed down to five (5).
- b. Last meeting for student senators for one year term. Appreciation shown by purchase of gift cards for their participation. Imprint by these senators is crucial for the Academic Senate.
- c. Last meeting for Academic year – overview of accomplishments:
  - i. Possibly looking for new president – Academic Senate being involved
  - ii. Continued through standing committees: curriculum,
  - iii. Strategic enrollment, retention – provided input, ideal survey, honors program, initiative name search. Support for online learning
  - iv. Shown recommitment to student success, ways to help, writing SOPs in this area
  - v. Surveys, committed to data driven decision making and best way is to ask people. Great input from students

- vi. Recommitted the Senate to be a student centered organization. Reaching out to getting their input and wrapped around student academic success. Still in process of putting together Student Senate-early phases.
- vii. Thank you to everyone for your commitment.

VI. Provost's report – 9:13AM

- a. Echo Michelle's thank you to the Student Senators. Sat in meetings with at least one senator and very well spoken. Appreciate their work and getting to know them.
- b. Fall Course Offerings – schedule types. It is very complicated. Model created to use, and flexible to change due to times.
- c. Online (ON) – asynchronous; Online Real Time (ORT) – synchronous; Online Hybrid Hands-on lab courses (more complicated issue). Concern of space issues per section, social distancing. 2<sup>nd</sup> reason, make sure we do not have to pause sections in the fall. Discussion in the news of 2<sup>nd</sup> phase in the fall, issue if student tests positive for COVID-19, then entire class and faculty would have to be quarantined and pause class. 130 paused classes for spring term, and pause classes in fall, that would stack on top of 130. Then fall needs to be complete prior to Spring 21. Solution: offer limited, Deans and Faculty, will determine what courses are offered in 16 week or 8 week accelerated option. Best options to protect students and faculty of the unknown. 2<sup>nd</sup> part Business Task Force, Michelle will represent Senate on task force, discuss about safety issues and thoughts. A group effort from CIMT members, Deans, Associate Deans, and faculty.
- d. Student Senator Dakeyia Scott: Courses are already set up to virtual/online for summer. Faculty have option to use remote learning. Not in key yet due to technical issues; will be seen as ORT in fall schedule.
- e. Senator Veronica Wilkerson Johnson: Yes out in Provost letter/email by end of day today. Please share with faculty, no secrets
- f. Student Senator Dakeyia Scott: Summer-online, no hands on lab courses, unless we can come back to campus. Michelle, faculty will work with department to complete labs.
- g. Faculty Bruce Farris: Know more this fall, closer to start of semester as to how the testing is going and depends on terms of social distancing on campus. More information in later in Summer
- h. Alex Azima: Leave it as a no for right now. Being discussed, issues with coding and tracking of students. Know we are considering it.

- i. Senator Kabeer Ahammad Sahib: 2<sup>nd</sup> wave of COVID-19 in fall, hope not coincide with start of 8-10 week classes, did you think of that? Yes, heard 2 different matters, 2<sup>nd</sup> wave and CDC talking about a wave winter (worse than now). Conflicting issues, trying to prepare and that is why the three options of classes in fall.
- j. Senator Mindy Wilson: Borrowing equipment, let's talk about it. Cost etc.
- k. Senator Marvin Argersinger: Hope if possible to get student on campus as soon as possible. Try and classes done this summer if allowed to be on campus, or early fall get them on campus first. Priority to finish up before any more backed up courses. Priority for students trying to graduate. This is also part of the Task Force group Michelle is a part of.
- l. Senator Monica Del Castillo: 90 tech careers courses, 20 A&S, 14-19 courses HHS need to be completed.

VII. Consent agenda – 9:29AM

- a. Curriculum Committee
- b. SOP drafts
  - i. No objections – approved

VIII. Star Talks – Leslie Johnson 9:29AM

- a. Issues with virtual matters – in holding pattern. Former speakers reach out to her and say it hopes be online or via web as something of being in front of an audience. No support received to how be online. Do we hold off for a year or what do we do? If virtual, someone other than Leslie will need assistants. ELT spoke of this matter, suggest postponed StarTalks possibility till January. Since it's a Senate sponsored event, bring up to get input from group if it's not a good idea to postpone it. Senators are advising Fall
- b. Senator Mark Kelland: Highly unlikely we will be back in force in fall. Recommends to postpone in January and be part of coming back to campus and coming back together again.
- c. Senator Jeremy Davis: Additional event in late spring, Michelle stated wouldn't know why not if had enough people wanting to take part.
- d. Senator Leslie Johnsons: Advised already have four (4) nominees. Use them for January and then open back up to more nominations
- e. Senator Mark Kelland: Agree with Senator Johnson. Special talks about reflections of experiences with COVID-19 experiences.
- f. Decision made of not having in May and will postpone till January.

- IX. Program Review, Prior Learning Assessment, and the process of streamlining degree- Cheryl Garayta – 9:35AM
  - a. Program Review: updates from this year to next year. See PowerPoint.
  - b. PROE-Program Review of Occupational Education, required by programs are state-approved occupational program and receiving Perkins funds
  - c. Gateway – example, ACCT210, required general education courses. If failed, limits students to move on if fail required courses.
  - d. Degree with Major Concentrations within Degrees
  - e. Prior Learning Assessment (PLA) – recruitment tool for students to access LCC.
  
- X. General education update- Rafeeq McGiveron 9:58AM
  - a. Remind that deadline for submitting courses for Gen Ed for Fall 21 will be October 1, 2020. This information with deadlines will be reported with forms in *The Star*: April 27th, July 13, August 17<sup>th</sup>, and September 7<sup>th</sup>.
  
- XI. Library Online Resources – Frances Krempasky 9:59AM
  - a. For summer and fall. Librarians are still available as we move on in this matter. Library instruction on line along with materials.
  - b. Leslie Johnson – yes information will be sent out to all faculty
  
- XII. Additional President’s Report recap: 10:04AM
  - a. Created a position for student support services and a success coach
  - b. Now regularly report to the Board of Trustees to the work done in the Senate.
  
- XIII. Priorities for next academic year- discussion 10:05AM
  - a. Paige Dunckel: Yes results for survey sent, no common themes. Student Senate- make sure we are continuing with
  - b. Senator Monica Del Castillo: Update on Student Senate. Prior to COVID-19 meeting scheduled to finalize draft with input from students and meetings with Provost to discuss possibilities that written into draft. Ronda was involved with language and possibilities. On hold as didn’t want to add another item to student’s plates with online transition. Looking to reconnect virtually with students. Probably wait till fall to obtain a variety of student participants. Michelle-academic senate is involved, but wants students to take the lead.
  - c. Senator Tamara McDiarmid: Increasing technology resources (chat). Figure out a way to increase resources if this situation continues.

- d. Senator Eliza Lee: Tami's comment, leadership question, how are we getting this information out to students about the resources. Usually an email or a post, but if already having problems with internet. Can we mail them something?
- e. Senator Bill Garlick: Paul Swartz discussed on this topic last meeting or prior. IT working with success coaches to students with recognized issues. More discussions to expand assistance is ongoing. Rural areas are a different matter. What is the scope, large of student populations that need assistance are we looking at.
- f. Senator Mark Kelland: Now that this has happen, we have a base for future shut downs if necessary where to go.
- g. Senator Veronica Wilkerson Johnson: Students who need to obtain technology, has LCC ever partnered with other sectors to get donations for supplies (computers) to assist with students long-term? Example, in Detroit, some companies are donating computers to students.
  - i. Senator Bill Garlick: Unsure if this has been done. Will take back to his Leadership and discuss.
- h. Senator Kabeer Ahammad Sahib: Students in rural areas and asking for additional time for exams. Unsure if being unjust to other students for those students. How do you address those problems?
  - i. Senator Bill Garlick: Yes we are wrestling with that. Discussions taking place, can students come to our parking lots, unsure. The rural areas are a challenge. Student senators have mentioned their issues. Working on
- i. Senator Michelle Curtin: Any ideas to address in the fall other than technology and resources?
- j. Senator Ed Bryant: Assessments in general, how we do them. What are fair, ligament assessments? Any solid ideas of thoughts regarding assessment?
- k. Senator Eliza Lee: Struggling in Math Dept. on assessments, department policies about open book, timing of tests. Courses are so different it needs to be a course by course decision.
- l. Senator Ed Bryant: Encourage being created in how we assess and write assessments. This is an opportunity to take a deep dive individually and programs to encourage to look at this and look outside the box.
- m. Senator Michelle Curtin: In summer meeting, look at a resolution that we look at the concern of assessments and quality. Have programs look at and add to their Plans.
- n. Senator Bill Garlick: From IT perspective. Discussions were around FA and working with Continental to be creative of food availability for students who

need it and the hours of availability. A cross-campus committee was discussions prior to lockdown.

- o. Senator Monica Del Castillo: Option of having other vendors on campus-bringing back Taco Bell. Discussions about contracts, wait for those to be up and wait to consider other options. Where is this at? As employees, we are given a discount card, wondering if that could also be given to students or based on financial need?
- p. Senator Nancy Dietrich: Reach out to Selena Samuels and provide an update in the fall so Senate can provide concerns.
- q. Senator Leslie Johnson: Making it equivalent, more expensive on campus than off campus
- r. Student Senator Dakeyia Scott: Would like to be part of the discussion regarding food issues on campus. Michelle encourages prior student senators to continue to be part of the Academic Senate.
- s. Senator Bill Garlick: Monica's points, cards discussed to students-funding discussion. Cindy Rooker was leading this discussions, negotiations taking place-confidential. Suggest including her for future discussions. Normal we understand to abnormal state, we will go back to something, let's take what we learned from this new abnormal state and not go back to what we were doing before, but taking into account what we've learned and move forward with the good bits.
- t. Senator Monica Del Castillo: Invite Cindy to summer meeting to have an understanding progress being made. Provide some input what will be available when return to campus. Here some feedback from the members of the Senate in regard to how we as a leadership team has done over the past year. Not looking for pats on back, looking at areas of improvement and do differently.

XIV. Potential future agenda items

- a. none

XV. Motion to adjourn

- a. Motion by Senator Veronica Wilkerson-Johnson.
- b. Second by Senator Eliza Lee.
- c. Approved without objection (10:43AM).

***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.