# Lansing Community College

# Academic Senate Meeting

# February 26, 2021, 9-11 Virtual Via WebEx

**Present**: Kabeer Ahammad Sahib, Marvin Argersinger, Alandis Baker, Joe Barberio, Alex Azima, Mark Bathurst, Matt Boeve, Monica Del Castillo, Nancy Dietrich, Paige Dunckel, Bill Garlick, Amalia Gonzales, Gerry Haddad, Dawn Hardin, Leslie Johnson, Heidi Jordan, Lyndia Klasko, Frances Krempasky, Eliza Lee, Megan Lin, Melissa Lucken, James Luke, Tricia McKay, Vern Mesler, Ronda Miller, Joann Silsby, Tedd Sperling, Mark Stevens, TeAnna Taphouse, Jon Tenbrink, Matt Van Cleave, Denise Warner, Nancy Weatherwax, Sally Welch, Kent Wieland, Veronica Wilkerson-Johnson, Richard Williams, Melinda Wilson

**Absent**: Mackenzie Caksackkar, Michelle Curtin, Tim Deines, Sarah Garcia-Linz, Courtney Geisel, Tamara McDiarmid, Leigh Szedlak,

1. Call to order – 9:01AM
2. Roll call – 9:02AM
3. Approval of agenda – 9:02AM
	1. Approved without objections
4. Approval of minutes – 9:02AM
	1. Approved without objections

## Public Comments

* 1. None

## President’s Report – Senator Monica Del Castillo

* 1. Congrats to Bill Garlick on taking over for Kevin Bubb in IT. Will be Chair of TAC committee. Have charged the TAC Committee with a formal process of e-learning, D2L, and Banner. Used to have an Advisory Council. Also charged with engaging stakeholders (faculty and admin) in a dialogue that will lead to greater consistency across D2L. Will bring a greater experience to the student. Achieve minimal standards while allowing faculty to be creative.
		1. CMS Instructional Design, Multimedia, and Technology Specialist Chris Richards – Have a feedback form available for many years for both Faculty and Students. Always been very receptive to feedback and want to bring assistance. Most feedback we get from students. Have feedback session in last two weeks. More sessions in April. Ongoing every semester.
	2. Working with MAHE at the bargaining table to discuss shared governance. Working on adjustments. SOAR Committee will be taking this on and having discussions.
	3. In person, non-senators are asked to comment or provide feedback. However with the online format, the chat box can turn into chaos. Decided to mimic what happens in live meetings. Non-senators won’t chat in chat box. Can still raise hand and make comments. Want to make chat box less chaotic.
	4. Student Senator Mackenzie Caksackkar has decided to step back from the senate to focus on work and school.
	5. We are going to add a new Senator out of DEI. The senator will be Dr. Tonya Bailey.
	6. Michigan Reconnect. Who in the college has information on that initiative?
		1. Senator Ronda Miller – Have a designated staff person for this initiative. Works with students to make sure they get through the process. Mike McGinnis.
	7. No meeting on March 12th.
	8. Still seeking volunteers for Strategic Plan tri-chairs and the Academic Master Plan.
	9. Last meeting, Student Senator brought up student mental healthy while transitioning back to campus. Starting a small team. Please let secretary Eliza Lee know if you are interested (leee21@star.lcc.edu)

## Provost’s Report

* 1. An update on the Academic Master Plan, the plan will be developed as a team of the senate so that the senate is involved and will receive regular feedback. Right now the membership includes provost cabinet, 3-5 senators, CDS member with someone from finance and facilities as resource members. I have been waiting to launch this plan because I was waiting for the strategic plan, EAP and ATD plans to be a little more developed so that we are not duplicating work. It is key that we align with the other plans and do not a duplicate the plans or efforts. For this coming Academic Master Plan, I would like the plan to focus on space and programming. The rational for this is that there will be a big focus on teaching and learning in most of the other plans. This will allow us to determine where we want to go programmatically and what are the space needs. This information will be used to create the new campus master plan. Once we have completed this plan, we will create the next AMP focused on the direction of teaching/learning since higher education is at a cross-road.
		1. A few reminders of what we will be looking at as we create the AMP:
* We will begin with the end in mind in terms of space use/new construction/programs.
* We need to understand our academic goals for both teaching and non-teaching space. From this, we can look at new programming, repurposing space, and determine resource needs for teaching and non-teaching areas.
* Most importantly, if something is not in the AMP, it doesn’t mean it isn’t important that it will not be supported and it would be eliminated.
	+ 1. Questions we need to question:
* What programs do we need to have in 3-5 years to meet the industry and business needs of our region? What space needs to do these programs have?
* Where do we want to be?  What will make us distinctive and competitive into the future? What types of students & faculty do we want to attract in the future? What do we want our students to know, value, and be able to do by the time they graduate with a degree or certificate?
* If we don’t make any changes, where will we be in 5 or 10 years? What academic programs, services, support, and facilities are we using to attract these students and faculty?
* What types of students and faculty does LCC want to attract?
* What are the programs, services, support, and facilities that will attract these students and faculty? How do we accomplish this?
* What are the best ways to engage students, faculty, and administrators that the LCC wants to attract and retain?
* How is success measured?
	1. Climate survey coming at the end of March. We do this survey every 3 years or so. We were supposed to do the survey in the fall but with covid we delayed the deployment until this spring. You will receive a number of emails about the survey and the link to take it. Please consider filling it out.
	2. Strategic plan can be anywhere from 3-5 years. We set ours for 3 years to align with HLC. Want the majority of strategic plan compelted when hav campus visit. Campus master plan will be 5 year plan. All plans are living documents. If we get through campus master plan then will add on or switch to academic master plan.
	3. Ended with positive email from former transfer student. Student praised LCC, specific professors, and the community as a whole. We are making positive impacts on people’s lives.

## Consent Agenda

1. Curriculum committee
	* 1. Prop Proposed New Program(s) of Study:
			1. None
		2. Proposed New Courses:
			1. None
		3. Proposed Course Revisions:
			1. LEAD 110 – Leadership Development I
			2. LEAD 111 – Leadership Development II
			3. LEAD 211 (chg to NCLD 211) – Leadership Practicum II
			4. MASG 131 – Massage I
			5. MASG 132A – Body Systems for Massage I
			6. MASG 151D – Special Populations
		4. Proposed Expedited Course Revisions:
			1. MASG 151B – Event Massage
		5. Proposed Program of Study Discontinuations:
			1. None
		6. Proposed Course Discontinuations:
			1. None
		7. Other Business:
			1. CIMT Course Revisions – Approved
			2. LEGL 251
			3. LEGL 280
			4. AEET 120 - (Change to HVAC 140)
			5. AEET 216 - (Change to HVAC 210)
			6. AEET 256 - (Change to HVAC 260)
			7. HVAC 140 - (Changed from AEET 120)
			8. HVAC 210 - (Changed from AEET 216)
			9. HVAC 260 - (Changed from AEET 256)
			10. LEGL 115
			11. MASG 231
			12. MASG 232
2. Approved without objection

## Student Senators Report

* 1. Student Senator Amalia Gonzales
		1. Working on adding chapter to new senator handbook about student senator expectations.
		2. Starting a Hygiene Pantry with a focus on women’s products. Looking to get more students involved in this. If you have any student connections, please contact Amalia Gonzales.

## Parliamentarian Briefing – Senator Mark Bathurst

* 1. Robert’s Rules best in the background. Don’t want rules to prevent the meeting to happen.
	2. Discussion of debate in the senate. Could make a speakers list. All speakers get to speak once and then go to the list before second and third time speaking.
	3. Resolutions should be presented before. Get lost in the chat box.
	4. No one should feel inhibited because of Robert’s Rules. Not meant to frustrate and confound the process. We want to hear from everyone!

## Group Discussion on Feedback from Last Meeting

* 1. See Appendix I.
	2. Felt good with feedback. Good to know people think the executive committee is moving in the right direction. Also good to see that Provost Welch and Dr. Robinson are being viewed in positive light
	3. Senator Paige Dunckel – There are highlighted items that appeared more than once. Let’s focus on those. For instance, closing the loop on senate items.
		1. Senator Kabeer Ahammad Sahib – Are there initiatives from older administration that we have let slide? What measurable progress have we made since the last administration?
	4. Historian Alex Azima – Administrative senators versus elected senators. Originally decided to have an academic senate, not a faculty senate. Let us just call everyone a senator.
	5. Senator Matt Van Cleave – How we are measuring success and progress, through these long term initiatives that have gone through multiple leaderships, when they are rolled out at first it ends up changing in time. Hard to measure a change in target. College is starting the send out emails from Ally, it turns out it raises questions about what the accessibility project is. This is a pattern. Often what we are trying to do is not often clear and is a moving target.
		1. Senator Joe Barberio – Likes Ally and feels it is measureable.
		2. Senator Rick Williams – Opposing viewpoints bring equity and inclusion. Does seem that the direction of LCC will resolve into different ideologies.
		3. Senator Matt VanCleave – Accessibility wasn’t the point. The messaging has changed for accessibility. Accessibility is about our documents in our D2L sections, no one said that but that’s what it’s about. Brings up issue on how the course is run. For example, how is a blind student going to look at feedback, access discussion boards, etc. At tail end of initiative, it becomes clear what the initiative has become. Important to track that and see what we did. How was it different from the beginning of the initiative? How have the initiatives changed through time?
		4. President Dr. Steve Robinson – Accessibility is a greater issue. How are we going to trace our progress? 1. Heard provost talk about initiative through CDS to assign project charter to a lot of things we do. Opportunity to look at those. Closing the loop. 2. We are being more mindful about trying to build in measurement in the beginning. Made some big changes to the Board’s end point. From academic standpoint, we have removed learning outcomes from board statements, too operational from them. 3. We will be rolling out a climate survey soon. Many little ways about addressing and closing the loop.
	6. Senator Jim Luke – Going through summary document from last week. Senate needs to be carefully. We don’t have good dialogue. When people speak there is an immediate defensive position. It’s a power play. Way to shut down discussion. Maybe they have a new perspective on things. There’s no one here that isn’t focused on student success.

## Bylaws Report – Senator Eliza Lee

* 1. First Bylaws read through was last week with amendments on Executive Committee lineage.
	2. Motion to approve the bylaws as amended.
		1. Approved without objection

## Elections Update – Senator Eliza Lee

* 1. Call for Nominations open. Ballots will go out March 15 through April 4th.
	2. Senator Leslie Johnson – Should add support staff representative. They represent a whole area of the college.
	3. Historian Alex Azima – Originally wanted to include staff and alumni. We were told to concentrate on MAHE contract but would love to add staff.
	4. Faculty Martine Riff – What roll the Office of Diversity play in the senate? Could we have a DEI report like a provost report?

## SAC Report – Senator Veronica Wilkerson-Johnson

* 1. New SAC chair. Welcome Veronica Wilkerson-Johnson
	2. See Appendix II.
	3. Website, accessibility needs a lot of work. Developing a new chat box or help button. Want something more user friendly. Want student input. Comments that it is often easier to google than use website. Students get frustrated getting information.
	4. Next meeting is March 5th from 2-3PM. Senator Bill Garlic, Ronda Miller, Joann Silsby will be at that meeting.

## Small Group Discussions

* 1. See Appendix III.
	2. Senators spent 15 min discussion topics. Topics will be summarized and responded to at the next meeting.

## Potential Future Agenda Items

* 1. None

## Motion to Adjourn

* 1. Motion by Senator Gerry Haddad
	2. Second by Senator Monica Del Castillo
	3. Adjourn 10:57AM

***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.

### Appendix I

# Small Group Discussion Summary 2-12-21

Now that the Academic Senate has heard from President Steve Robinson, Provost Sally Welch, and Interim Academic Senate President Monica Del Castillo regarding our shared goal of facilitating a culture shift at LCC, that is more transparent, collaborative, equitable and inclusive please address the following questions:

1. How do you feel about the **current direction** of the Academic Senate and the Administration?
* Very positive response to the new president, all feel that President Robinson seems more genuine in terms of shared governance.
* Nancy Dietrich stated that as a generalization, there needs to be stronger leadership from the faculty even if that results in pushback from the administration. Recognizing that shared governance is the goal, the reality is that human groups tend to have different interpretations of what that actually looks like. There is a current trend in the academic world today to marginalize faculty instead of recognizing that leadership is primarily a faculty role.
* Very pleased that President Robinson has not only a faculty background, but a PHD in a central academic field. We recognize this as a strength that he brings to LCC.
* We see a positive change in upper administration since President Robinson took office. We are moving in a positive direction with a shared governance, being a part of different decisions of the college.
* Middle administration needs more work, hoping it will come along with the other changes that are happening.
* It’s great that we are getting more involved in committees throughout the college.
* Nice to have a President and Provost that recognize/listen
* Approachable/reachable leadership.
* Doesn’t feel like us versus them, or more less so now
* More collaborative moving forward
* Headed in the right and in a positive direction
* Feel positive about direction
* Think leadership will take our concerns seriously
* We feel good about the direction that the Senate and Administration are moving towards. The Provost and President Robinson are presenting a level of openness, approachability, and inclusiveness that we haven’t seen in previous administrations. It’s a breath of fresh air.
* Communication has improved and Administrators are listening to faculty and staff. Sally welcomes communication and we feel that our opinions do matter.
* It feels like the Senate is indeed moving in a new direction. The Senate’s Leadership Team in the past has felt like an “elite club” that only listened to their friends and doled out committee assignments in the same manner. The Senate President is now ensuring that committees are organized differently and are more inclusive to include members from all departments.
* Would like to see the senate be more actionable – see more follow through on making permanent change.
* Work on follow through – specifically going back to past projects/initiatives and reviewing the status to see if we did accomplish what we set out to do or if there is more work to be done.
* Follow through on future agenda items.
* New senators appreciated being included and brought into the senate with personal contact from the executive committee.
* Work to ensure that senators feel free to talk and express opinions without fear of retribution.
* Student senators should be honest.
* “I’ve heard the right words; I need to see the right actions.”
* Atmosphere has definitely changed; in previous culture, faculty were not valued, culture of bullying existed.
* Students are the lifeblood of the college, the purpose for us being here. Faculty are the ones with the most contact with students; if the faculty and students are saying the same thing, maybe administration should listen. The value of student voice.
* Even the language of “appointed Senators” and “elected Senators” are still terms that divide. Why are we even distinguishing at all? Aren’t we all Senators? This only needs to be known in terms of who can hold office in the Senate.
* A lot of politic-ing during the Senate meetings that is more beneficial for those trying to gain a position rather than the best for the students
* The direction seems to be rapidly changing
* The Senate needs to be “looser” about the ground rules for the Senate meetings. Decorum is important, but more people need to be heard from.
* Most of what plagues us in the Senate and other committee meetings is the re-emergence of human nature. A few people who say a lot and most people who say not much
* Optimistic, the past few months have changed the tenor and tone of the senior administration and the involvement with senate.
* Operating culture – How does operations outside of senate and collaboration continue? Sharing and communicating
* There’s a disconnect between the collaboration and communication that the Senate is about and how things operate outside of senate in the day to day.
* Direction is positive, Dr. Robinson has changed the tone. He has taken an interest in Academic Senate and this is an improvement. More open to have dialog and hear directly from him.
* Hesitation to speak openly Ii some contexts - less that is said, less being forced to being held accountable. Culture of accountability and possibly also a culture of fear for speaking openly.
* Senate is being exclusionary by failing to include non-Senators in groups with Senators.
* Going in a good direction, but need more space for discussion, example Brainfuse.
* Brainfuse should not have been eliminated by College.
* Where do we discuss issues like Brainfuse to include all voices?
* History of Brainfuse in Senate process – Cindy asked the Senate to give recommendation, and the Senate recommended that if comparable services could be provided by Tutoring, an in-house solution would be preferable.
* How do we present alternative points of view in a solution-focused manner?
* Academic Senate is progress and working toward shared governance is a positive step. Recommend that the College place a higher weight on the value of the recommendations made by the Senate.
* Faculty may feel no point in participating because Senate doesn’t have a real voice. Giving more weight to the voice would help encourage participation.
* One positive way to have a voice and break down silos – new President is supportive of this.
* Introductions by group members
* Need a way to address problems in a positive fashion.
* Next time – split non-Senators into smaller group so the group is more functional.
1. What is your long-term vision of the Academic Senate in regard to purpose and function within the construct of the college?
* Rick Williams would like for the leadership team and Senate to retain and expand our current programs. “We’ve been bleeding non-central courses for a long time.” All agreed that our catalog is shrinking.
* Ronda shared that programs disappear as a result of the interest/cost vs student enrollment formula. This is coupled with the LCC’s active look on the employment side of the program to ensure we offer programs and courses which have employability.
* The need to be systematic in the path to transfer and/or path to gainful employment is more important now than it once was. The greatest disservice we could do to a student is to offer or allow them to take courses that lead to nothing (especially if they are paying out of pocket or obligated to pay back a loan).
* The need to create stronger community alliances/partnerships to increase student employability. Dawn shared the necessity to better equip our students to take advantage of jobs within our community. We must work harder to create those transfer skills that are applicable to jobs within our community. Both large and small companies within the community are recruiting outside of the community simply because the pool within lack the skills to be successful in certain markets.
* Ronda believes we should work to create develop stronger relationships with area employers. “Apprenticeships” is the big buzz currently and she anticipates seeing more of this especially with the release of a large amount funding from the US Dept. of Labor to Community Colleges for apprenticeships. Apprenticeships/Internships enables individuals to apply what they’ve learned in a practical sense which we all felt was an important opportunity for students especially the tactile learner.
* Tech careers is a great model for this – West campus needs to be advertised more among K-12 so that students have a better understanding of what we offer.
* We all have the same goal, best interest of the student, making sure students succeed and have the resources they need. Being positive, we do not like negativity, allow people to feel more comfortable, open communication – be a team.
* Would like the college to be more transparent. More communication from the committees, bring information to one spot, sometimes we are backtracking. Transparencies across the board – let people open up without feeling as if they need to be guarded. We would like more transparency going into the future and to be a part of decisions that affect both students and the college.
* Can use Academic Senate as an advisory board- actually be heard and Academic Senate can influence some decision making
* Don’t think leadership should do what we say, but Academic Senate should be heard and input recognized and taken into consideration
* Understanding the purpose of the senate- student success and as a Senator truly being a representative for our constituents
* Small meetings of senators from division to check in and work together to represent (this idea was shared and others are considering implementing this in their divisions)
* The Senate needs to be involved in decisions that the Administration is making. Senator’s concerns and perspectives need to be voiced, and we need to be part of the process.
* Administration projects need to be brought to the Senate before decisions are made in this shared governance model.
* Many of the ideas with this question were addressed in Question #1.
* Make sure that the senate accomplishes what we set out to do rather than the “Flavor of the day” and meet our goals.
* Need to focus on inclusivity.
* Need to close the loop on initiatives.
* Senators should work to inspire their constituents and include them in senate activity. Actively engage people in their areas to invest in the senate. In the past, it hasn’t been enough that we share, through email, what went on in the senate – actively engage.
* Future: constructive problem solving; listening when issues arise and finding a way to prioritize movement on solutions
* Friday afternoons there should be a Senate forum for commenting and personal thoughts
* a Senate blog with volunteers
* a time limit for speaking during Senate meetings
* Senate should have more connection and better understanding of how the other departments operate. More emphasis on individual parts of departments and what other Instructors are doing.
* Also getting to hear more from students, engage directly?
* Direction is good and the hard turn emphasis that Monica spoke about today is good.
* Desire to see the senate as a partner to leadership rather than being seen as a subordinate structure to the provost.

Please choose a scribe for your group. The scribe will be responsible for collecting all the feedback and forwarding it to Eliza Lee (leee21@star.lcc.edu). She will consolidate all comments and forward them to all Senators present.

### Appendix II

Academic Senate

Student Advisory Committee (SAC)

Committee Update – February 26, 2021

The Academic Senate Student Advisory Committee (SAC) met on February 10, 2021.

Members present were: Alex Azima, Mackenzie Caksackkar, Amalia Gonzales, Fran Krempasky

Chris Smelker, Tedd Sperling, Mark Stevens, Matt VanCleave, and Veronica Wilkerson-Johnson

Following are brief notes of our discussion as we charted our momentum going forward.

Of the list of items before the Committee, we immediately focused on the Chat Bots initiative as encouraged by President Del Castillo. This inspired us to take a deeper look at current and long-standing LCC website concerns, which the Chat Bots system might not fully address. As we explore recommendations we will later present to the Academic Senate, our initial approach will be to:

\*Seek student user testing information to learn where the problems lie;

\*Ask to see the data of earlier student user studies;

\*Reflect on the anecdotes of students, or student focus groups, concerned with the lack of website and search engine user-friendliness;

\*Explore applying technologies (Chat Bots, Help Button options, etc.) to aid accessibility.

Student Senators Amalia Gonzales and MacKenzie Caksackkar presented excellently at the February 12, 2021 Academic Senate Mtg. During their discussion they announced plans to develop a "New Student Senator Handbook". We thank President Monica Del Castillo and Secretary Eliza Lee for their inspiring their work!

As SAC explores recruiting more LCC students to the Academic Senate and SAC, we envision a natural progression as we pursue development of a Student Academic Senate, work previously begun by President Monica Del Castillo.

You are welcome to attend upcoming SAC meetings via WebEx. Feel free to request the meeting link at wilkev@lcc.edu.

The following meetings are scheduled:

Friday, March 5, 2021, 2:00-3:00 p.m. (with Dean Ronda Miller)

Wednesday, March 24, 1:00-2:00 p.m.

Respectfully submitted,

Dr. Veronica Wilkerson-Johnson, Chair

### Appendix III

# Small Group Discussion 2-26-21



In an effort to have a more comfortable and inclusive environment, please answer the following questions :

1. Using only 3 words how would your colleagues describe you?
2. It was suggested that an informal, safe platform be created for Senators to debrief after the Senate meetings, expand on Senate conversations and/or network. If such a platform was created would you participate? How often would we meet? What would it look like to you? Other ideas for usefulness?

Please choose a scribe for your group. The scribe will be responsible for collecting all the feedback and forwarding it to Eliza Lee (leee21@star.lcc.edu). She will consolidate all comments and forward them to all Senators present.