# LCC Logo

Academic Senate Meeting

# January 28th, 9-11 Virtual Via WebEx

**Present**: Marvin Argersinger, Tonya Bailey, Alandis Baker, Joe Barberio, Mark Bathurst, Elizabeth Clifford, Tim Deines, Nancy Dietrich, Paige Dunckel, Bruce Farris, Sarah Garcia-Linz, Bill Garlick, Courtney Geisel, Summer Gilliam, Gerry Haddad, Melinda Hernandez, Jeff Janowick, Susan Jepsen, Heidi Jordan, Mark Kelland, Lyndia Klasko, Frances Krempasky, Eliza Lee, Megan Lin, Zachary Macomber, Tamara McDiarmid, Tricia McKay, Tracy Nothnagel, Zack Phillips, Chris Richards, Danielle Savory, Joann Silsby, Tedd Sperling, Mark Stevens, Jon Ten Brink, Denise Warner, Nancy Weatherwax, Sally Welch, Kent Wieland, Veronica Wilkerson-Johnson, Melinda Wilson

**Absent:** Robyn Corey, Dawn Hardin, Louise Rabidoux, Richard Williams

1. Call to order – 9:01AM
2. Roll Call – 9:01AM
3. Approval of Agenda – 9:01AM
4. Approval of Minutes – 9:01AM
5. Small Group Discussion
	1. Senators broke into small groups for 15 min

1. Why are you in the senate? 2. What does leadership mean to you? 3. What does student leadership look like?

## President’s Report

* 1. If interested in Faculty Leadership Training, let Senator Jon Ten Brink know.
	2. Senator Elections coming up soon. Watch The Star and Operations email.
	3. Senate meetings will now start at 10 after. Encourage other meetings across the campus to do this same to avoid burn out of back to back meetings. Will continue this discussion in the senate.

## Provost’s Report

* 1. Faculty preference form committee met for first time. Have first draft. Will bring to senate for review. Goal is to be used for Fall.
	2. ATD committee is working on coordinated communication plan for students.
	3. [CTE Website](https://www.lcc.edu/cte/) is now live. CTE worked for last 6 months. Reduced number of pages down to 20.
	4. Please stay home if you’re sick. Supervisors can work with employees on sick time. Please be flexible with students.

## Standing Committees Report

* 1. Budget Committee – Senator Denise Warner and Co-Chair Sally Pierce
		1. Review and update POPS due. Baseline budget for next year is being developed. More information can give to deans the better. Feb. 28th is deadline but try for before that.
	2. Student Advisory Committee (SAC) – Senator Veronica Wilkerson-Johnson
		1. SAC want more students to feel that connection like Provost Welch’s story. Next meeting is Feb. 3rd.
		2. Sub-committee creating more of a web presence across the college. If you have input, email Fran Krempasky.
		3. Added new member, Ben Dean. Also, Student Senator Zack Phillips.
	3. Curriculum Committee (CC) – Senator Tamara McDiarmid
		1. Looked at and approved 132 expedited or revised courses since beginning of the school year. Doesn’t include discontinuations or new programs of study.

## Consent Agenda

* 1. Curriculum Committee Report
		1. Approved without objection

## Hy-Flex Classes – Provost Sally Welch

* 1. Gives students the flexibility in the mode that they need and schedule they need. Students have the option to come to class or watch over WebEx since instructors will be in lecture capture classrooms. Have a few faculty already doing this. Class sizes will not change. Schedule through IT course information management team numbers. Not saying every class would be this way. 4-6 classrooms can do this. Finding out other areas want this, so going to have conversations to update other classrooms. Have them on all our campuses.
		1. Senator Mark Kelland – No HLC concerns. Great idea if have lecture capture classroom.
		2. Senator Gerard Haddad – Can we do the same thing using our laptop and web cameras?
			1. Advantage of lecture capture classrooms is can see the board. Can look on CTE website
			2. Senator Megan Lin - Here is the recording of the Lecture Capture session that [Justus Rohlfs](https://mediaspace.lcc.edu/media/Lecture%20Capture%20101/1_b66n2xp5) did for PA days.
		3. Senator Denise Warner - What has their experience been with students showing up to the classroom? They are doing Hy-Flex at CMU where my husband teaches, and he often showed up to empty classrooms.
			1. It is a fear. Have not heard that from the two faculty that are doing it.
		4. Senator Susan Jepsen – Have to watch the chat or have someone else do it. Ways to get around that.
		5. Senator Bruce Farris - Is there a requirement that Hy-Flex allow students to attend any mode for all class meetings or for example f2f attendance be required for proctored exams?
			1. Need to talk about this.
		6. Faculty Kevin Brown - Can students see other students on lecture capture? Is that interaction component there?
			1. Event Technology Specialist Patrick Butcher – Can see room, who is in the room as well as instructor.
		7. Student Senator Zack Phillips – There is not necessarily a need to imbed additional students in the course. Professor could ask student to help that is diligent to be chat moderator. Providing additional training for Hy-Flex for instructors would be important.
		8. Senator Gerard Haddad – If they opt for them to not come to class, can we require cameras on?
			1. No.
		9. Senator Courtney Geisel – Can do lecture capture on WebEx. Quarantined or sick can join virtually. Can watch later.
		10. Senator Eliza Lee – What about proctoring?
			1. Need to work that out.
		11. Student Senator Zack Phillips – Discussion of the involvement of equity, can lock quizzes so cannot go into other areas. If proposing training to be a necessity, is there a possibility to make it available to anyone like on TMS.
		12. Senator Tedd Sperling – ORT have people show IDs. If we had this scenario and someone online has a problem and we want to be able to view their screen, can everyone see it? Can we project that onto a screen or something
			1. Assumer there are multiple ways. Can email to instructor or share in WebEx.
		13. Senator Tracy Nothnagel - Are there any concerns about students in the classroom objecting to being on camera?
			1. Senator Susan Jepsen - The labs in HHS have cameras. There are notices on all entrances notifying anyone entering the rooms that they are being surveilled...maybe similar signage for lecture capture rooms will be needed?
			2. Will check with risk management.

## Bylaws Amendment – Senator Eliza Lee

* 1. First read of amendment III.1.i as well as VI.1 to add MAHE president as ex-officio member to the Executive Committee.

## Next Steps to Balancing Culture of Care – Historian Jeff Janowick

* 1. Conversation about teaching probably needs to start in our programs. Not every program is the same. Take the 6 questions from last meeting back to your areas. Teaching is often times very personal. We think of it as a reflection or ourselves. When asked to change can be hurtful. Each program is going to have to think about these questions for themselves. We need to make talking about teaching a part of our culture. Sometimes we think there is one way to teach but there is benefit to listening to each other. Are there changes we made during the pandemic that we could continue to implement? Put this on your meeting agenda. This is how we implement some of the things we want to achieve. We should be talking about how we serve students and include all people who serves students, not just faculty. Starts in program, then to department, then to Division.
	2. Do you talk about teaching in your dept/program?What are the obstacles to doing that?How do we overcome those obstacles?How do we do it effectively?

## Plagiarism – Senator Jon Ten Brink

* 1. Putting together a team (from last semester) to continue the plagiarism conversation.
	2. What are the topics that we need to tackle?
		1. Senator Jim Luke – People are all over the map. Are we trying to define plagiarism? Are we talking about intellectual property? Are we talking about TurnItIn? What is the charter of this group.
			1. Senator Jon Ten Brink – That is what we are defining now. Should college adopt software, if so what should that be. Going to be more. Looking for questions to help charter the team
		2. Senator Mark Kelland – TAC sent forward a two part recommendation. We approved the first part to recommend not adopting plagiarism software.
		3. Senator Jim Luke – We have an existing team for intellectual property, copyright, etc. This new team should work with them.

## Process for Addressing Plagiarism – Faculty Jill Reglin, Director of Operations & Compliance Christine Thompson, and Title IX Investigator Student Conduct Officer Lisa Anzicek

* 1. Jill Reglin is one of coordinators of the Writing Center. Going to walk through the process of addressing plagiarism but it is a work in progress.
		1. See PowerPoint
		2. Academic Negligence and plagiarism are two different things. Academic Negligence is a failure to give proper credit to sources (even unknowingly or unintentionally). Plagiarism is more serious and defined as the use of materials by another student or agency that is not their own.
		3. Initial steps: Report student to Office of Student compliance (OCS), Student is required by OCS to complete negligence session, Student receives code of conduct letter to set up the required 90-minute session with writing center

## ODI Update – Senator Tonya Bailey

* 1. Postponed

## Supporting Student Athletes – Athletic Director Greg Lattig

* 1. New Athletic Director. Student athletes represent LCC well. 120 student athletes. 2.93 GPA in fall. We are working to cast our home games. Want to start a pep band. We want students to get an Associates and keep playing if they want to. There are many good things in place, trying to learn what works and what we can do better. Going to start a student athlete advisory council. Going to introduce to different departments. Really want to work to support students in the classroom and on the field.

## Discussion of Process of Removal of Senators in Bylaws – Senator Eliza Lee

* 1. Postponed

## Public Comments

* 1. Senator Tricia McKay – LCC Perkins coordinator. Perkins grant for fiscal year is open next week. Deadline is Feb. 16. Information will be in Operations email, and The Star. For questions contact Tricia or Penny Tucker.

## Potential Future Agenda Items

* 1. Suggestion to have Hy-flex instructors come in and talk about experience
	2. Senator Mel Hernandez - Need to have discussion about safety in classrooms with COVID restrictions
	3. Senator Mindy Wilson - 10 min after for meetings across campus.
	4. Senator Jim Luke - Biden admin has released another large amount of money again for CCs. There are a bunch of suggested uses, highlighted was COVID mitigations like K95 masks for everyone, OER, etc.

## Adjourn – 10:58PM

***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.