# LCC Logo

# Academic Senate Meeting

# May 6th, 9:10-11 Virtual Via WebEx

**Present:** Marvin Argersinger, Tonya Bailey, Alandis Baker, Joe Barberio, Mark Bathurst, Cheryl Chase, Elizabeth Clifford, Robyn Corey, Nancy Dietrich, Lisa Dobson, Paige Dunckel, Bruce Farris, Sarah Garcia-Linz, Bill Garlick, Courtney Geisel, Gerry Haddad, Dawn Hardin, Melinda Hernandez, Jeff Janowick, Susan Jepsen, Mark Kelland, Frances Krempasky, Eliza Lee, Megan Lin, Tamara McDiarmid, Robin McGuire, Tricia McKay, Tracy Nothnagel, Chris Richards, Danielle Savory, Joann Silsby, Tedd Sperling, Jon Ten Brink, Denise Warner, Nancy Weatherwax, Sally Welch, Kent Wieland, Veronica Wilkerson-Johnson, Richard Williams,

**Absent:** Brenda Brown, Tim Deines, Heidi Jordan, Louise Rabidoux,

1. Call to order - 9:10AM
2. Roll Call – 9:10AM
3. Reminder of VP Ballots

## Approval of Agenda

* 1. Approved without objection.

## Approval of Minutes

* 1. Addition of Senator Williams to present
  2. XIX, “Justin should be justice”
  3. Approved as amended.

## Small Group Discussion

* 1. What’s one thing about the final two weeks of the semester you think needs broader visibility/cross campus understanding?
  2. What can we do in the last two weeks of the semester to help students on the edge cross that finish line successfully?

## President’s Report

* 1. Year in review. Adopted “we’re better than THAT” pledge, established a team to study plagiarism and academic dishonesty, workshop on Robert’s Rules of Order, Budget Committee updating POPs, Curriculum Committee approved 14 new programs of study as well as 172 course revisions and 58 discontinuations, continuous work on Strategic Plan and Academic Master Plan, etc.
  2. Summer meeting is July 15th.

## Provost’s Report

* 1. I can’t believe it is the end of the academic year.  I would like to take a moment and thank everyone for all of their work these past two years and past two semesters.  It has been a journey!  I’m proud of all of the work you accomplished through less than ideal circumstances to help our students achieve their educational goals.  Take some time this summer to refresh and recharge!  You deserve it.
  2. This past week I was able to attend my first in person conference.  I went to the annual American Association of Community Colleges conference.  It was a wonderful event.  More importantly, it was validating for me.  In listening to the presentations I could easily say hmmm, we are already doing this or that or we have just started working on that too.  For me, this meant that we were ahead of the rest of the colleges.  We just need to learn to tell our great story better and to more people.  You may not realize this but LCC is an amazing school with dedicated employees who care deeply about and for our students.
  3. If you have time come celebrate our students achievements – tonight is the police academy graduation, next week is the fire academy, EMS, massage, The Early College, nursing, and ERESA graduations along with the main event on Thursday.
  4. See everyone next week for Professional Activity days Wednesday and Thursday.  Information will be sent out on Monday in the operations email and CTE email.

## Committee Reports

* 1. Technology Across the Curriculum, TAC – Senator Bruce Farris and Senator Bill Garlick
     1. See Appendix I

## Consent Agenda

* 1. Curriculum Committee Report
  2. Approved without Objection

## Credential Pathways Review – Multiple Presenters

* 1. See PowerPoint for details.
     1. Senator Mark Kelland explained the HLC side/background.
     2. Provost Sally Welch showed the credential pathway review and program review process as well as the structure of the pathway that includes purposes, metrics, and calculations. Needs senates help on scores and baselines. Also needs senates help on what’s the next step when a program needs further looking into. Not starting until Fall. Looking for 3-6 senators in two groups.
     3. Senator Tamara McDiarmid – What is the time commitment?
        1. Hoping to have the initial part done in 2 months.
     4. Senator Eliza Lee – Motion to accept the presentation as is and look for senator volunteers by the Fall.
        1. Second by Senator Tricia McKay
        2. Approved as voted

## Readability of Syllabi – Director of Academic Quality Cheryl Garayta

* 1. Found a lot of syllabi at level 15 or above. Which is college junior.
  2. Would like to look at revising language so syllabi match level of education we are providing. Want to add this into the fall. Systematically bring our syllabi in line.
  3. Academic Affairs will contact the courses in question. Resources will be available to help, CTE, English department, etc.
  4. Senator Denise Warner – Motion to accept the report and the process.
     1. Second by Senator Mark Kelland
     2. Senator Mel Hernandez – There are some words that are needed and above level.
     3. Senator Tricia McKay – Some words like stenography, education, etc will need to be in syllabi.
     4. Approved as voted.

## Standing Committee Term Limits – Senator Jon Ten Brink

* 1. Most Standing Committees have term limits. Do we need them?
  2. Senator Susan Jepsen – If people are willing to volunteer, let them. No need for limits.
  3. Senator Mark Kelland – Good when new people learn what goes on across the college. Partially favors term limits.
  4. Senator Mel Hernandez – For diversity, should have term limits.
  5. Senator Bruce Farris – Standing Committees are all very different, especially how they are run. Continuous turn over may be good for some committees might be good but other might not want/need that turn over and need historical voice. Each committee should be discuss separately term limits.
     1. Motion to have each Standing Committee discuss term limits and report back to the senate for further discussion in the senate.
     2. Second by Senator Mark Kelland.
     3. Approved without objection.

## CC Charter – Senator Tamara McDiarmid

* 1. Senator Mark Kelland - Addition for HLC Accreditation Liaison Officer in Resources members
     1. Second by Tamara McDiarmid.
     2. Approved without objection.
  2. Senator Tamara McDiarmid – Motion to approve the CC Charter as amended
     1. Second by Joe Barberio
     2. Approved without objection.

## Hybrid Meetings – Senator Jon Ten Brink

* 1. Postponed

## Announcement of Vice President – Senator Eliza Lee

* 1. Congratulations to Senator Tamara McDiarmid.

## Public Comments

* 1. Historian Jeff Janowick 0 First billboard was white male. White male students know they are included. When they walk into the room they see white men. President of the college, CEO, CFO, president of the board, president of the senate are all white men. How do other students know they belong? They may go their entire career and never have an instructor that looks like them. We can diversify our faculty but that takes time. But we can do things now that show them they below. We can look at the billboard campaign and the website. These are out actual students, not hypothetical. This is who we are. For all of us it is our job to make those students feel like they below. These are our actual students and we have to make them feel like they belong. Calling them by their names, build a community that reflects all of us.
  2. Senator Denise Warner – May be programs using the old POPS forms. New form is located in [HS forms](https://www.lcc.edu/hr/forms/miscellaneous.html).
  3. Innovation award is open! Accepting application. [StarPower Awards Showcase Livestream Link](https://www.lcc.edu/hr/experience/)
  4. Provost Sally Welch – Shout out to Patrick Butcher. He rocks!

## Potential Future Agenda Items

* 1. None

## 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.

**Appendix I**

TAC report to Senate 5/6/22

The following are highlights of TAC meetings and activities since the previous TAC report to the Senate:

* The committee evaluated several options and selected webcams for computers in classrooms and meeting spaces like the Writing Center which would allow instructors and staff to meet as needed with students in rooms not equipped with lecture capture capability. Media Services will continue with testing and rollout.
* The Committee had a recap and follow up discussion of the ITS Business Resumption Plan Annual Orientation and Exercise, which was a tabletop exercise of a ransomware attack scenario. Examples of situations included where community colleges have had ransomware attacks and were down for from 1 week – 1 month. The committee discussed how various departments, staff, and faculty would have to respond to continue to operate without technology, software, means of communication, or other systems for a period of weeks if necessary. The committee recommends all employees and programs should consider a backup plan for how they would operate if technology or data is unavailable. It may be the difference between doing some level of activity while technology is down versus pausing activity until college has recovered. The committee recommends all employees consider this and departments and programs discuss and plan for this.
* The committee discussed a wide range of questions and topics related to WebEx, including student WebEx accounts, microphones and WebEx

The committee discussed whether instructors be automatically notified of late adds and whether the time delay of getting students into D2L course shells could be reduced. These discussions were prompted by the proposed changes to the late enrollment policy.