# LCC Logo

Academic Senate Meeting

# July 16th, 2021, 9-11 Virtual Via WebEx

**Present:** Tonya Bailey, Alandis Baker, Joe Barberio, Mark Bathurst, Matt Boeve, Robyn Corey, Tim Deines, Monica Del Castillo, Nancy Dietrich, Paige Dunckel, Sarah Garcia-Linz, Bill Garlick, Courtney Geisel, Amalia Gonzales, Gerry Haddad, Melinda Hernandez, Jeff Janowick, Susan Jepsen, Leslie Johnson, Heidi Jordan, Frances Krempasky, Eliza Lee, Megan Lin, James Luke, Tamara McDiarmid, Tricia McKay, Tracy Nothnagel, Louise Rabidoux, Chris Richards, Joann Silsby, Mark Stevens, Jon Ten Brink, Denise Warner, Nancy Weatherwax, Sally Welch, Kent Wieland, Veronica Wilkerson-Johnson, Melinda Wilson

**Absent:** Marvin Argersinger, Bruce Farris, Dawn Hardin, Lyndia Klasko, Richard Williams,

## Call to order – 9:04AM

## Roll call – 9:04AM

## Approval of agenda

* 1. Review Compliance with COVID statement added after the Provost Report.
	2. Add SAC committee update.

## Approval of minutes

* 1. Approved without objection

## Public Comments

* 1. Senator Robyn Corey – On behalf of Susan Jepsen.
		1. “An HHS constiuent called me and inquired about what the academic senate's position was regarding the MCAA MI-EPIC consortium that some programs are being enveloped into. At this point I only have the following information/question I want to address the Academic Senate on behalf of the HHS constituent who reached out to me.
			1. Does participation in the Consortium, whether as a Host Program (Surg Tech) or as a member of another school's program (rad tech), warrant an Academic Senate review of:
				1. Consortium program curriculum (which will be 100% online)
				2. student impact analysis (retention, success, workforce placement post-graduation, etc)
				3. selective admission process and LCC student access to consortium programs (5 seats/participating program)
				4. Partnerships with Health Systems in the community that rely on these programs for their workforce.
			2. If the answer to any aspect of the question above is "yes", then I recommend creating an Academic Senate workgroup that would be tasked in finding out more details of the MCCA Consortium program curricula and whether these changes need to go through the LCC standing committee for approval.”

## President’s Report

* 1. Thank you to Monica Del Castillo, Matt Boeve, and Matt Van Cleave for their years on the Academic Senate. Their work is appreciated.
	2. Thank you to Alex Azima who has been Historian for many years, welcome to Jeff Janowick who will be the new historian.
	3. Hybrid style meetings are up in the air. August 27th is first meeting still on WebEx.
	4. Moving forward will follow model of Board and public comment will move to the end.
	5. Reach out to students to see if anyone is interested in being a student senator.
	6. If want to be on a standing committee, reach out to Vice President Tami McDiarmid.
	7. Chat is only for senators. If you have a comment and are not a senator, please contact host.
	8. Since last senate meeting, LCC moves to phase 3 of resumption plan. Hope for stability. Continue to interact with respect and passion.

## Provost’s Report

* 1. Thank you Monica Del Castillo for her presidency. Have met with new Exec team and working well.
	2. First day access offered by Barnes and Noble. Allows students to have access to course materials first day. There is a charge for books but should be less than traditional charge. Students can opt out. No impact on faculty’s book choices. Piloting summer and Fall and will be available to everyone in Spring.
	3. Group finalized survey questions for departments for Fall. Writing plan in November.
	4. ATD team working since January. Settled on a phased approach. Academic mapping project, remove barriers found in student life cycle. Fall ‘22 relaunch of ATD.

## Compliance with COVID statement

* 1. Director of Emergency Management Carol Wolfinger – With any current orders is fine. No current orders. Always follow public health orders but those have been orders. We don’t really have safety orders today. Not sure if those are the correct words.
	2. Provost Sally Welch – If you have better words we can tweak it.
	3. Faculty Mark Kelland – The minor change to the master syllabi was proposed to Academic Affairs by Mary Ellen Laatsch, Director of Academic Operations.  The changes were reviewed by the Academic Affairs team with Sally Welch, and then discussed again in the Curriculum Committee.

## Standing Committees Report

* 1. SAC committee. See Appendix I.
	2. Senator Fran Krempasky – Subcommittee to help figure out how SAC can help contribute to LCC website. How can SAC contribute to a ranked list to most prioritized items for students?

## Consent Agenda

* 1. Curriculum Committee Report
	2. Approved without objection

## Michigan Colleges Online Consortium – Dean Jan Karazim

* 1. MI-EPIC Consortium. Michigan Educational Programs in Collaboration.
	2. See PowerPoint for details

## Online Proctoring – Provost Sally Welch

* 1. Some faculty intending to go back to ways before COVID. Not necessarily a bad thing. But don’t need 8 proctored exam (8 times student come to campus). Fall 2019, 151 section out of 300 require proctored exams. Over 8000 proctored exams. Approximately 3000 for hybrid and face to face. 637 this Fall. If more than 151 section required testing we will not be able to handle the load.
	2. We need to help faculty think of other ways than proctored testing.
	3. Director of Assessment Karen Hicks – Capacity issues in Testing Center. Reduced use of scanning machines. Concerns of students cheating. Are our assessments giving us the right information. Look at a more performance based assessments, authentic assessment. Demonstrate learning. Higher on the learning scale. Stronger indicators of student learning. More practical in nature. English, place many concepts into one paper that prompts original thought. Show application or demonstration. Multiple choice exams do not favor all populations. This automatically places some of our students at a disadvantage. Pros are that we are better informed on student learning, more equitable to our students, more enjoyable to students, curve cheating significantly. Cons are more difficult and timely to design, challenging for data collection, challenging to administer. Encourage over the summer to revisit assessment. Team forming that will support this project. CTE workshops, CASL providing materials. New assessment coordinators.
	4. Senator Jim Luke- [Grading In Online Courses](https://pb.openlcc.net/creatingonlinelearning/chapter/chapter-9-assessment-issues/) (PB Pressbooks) (https://pb.openlcc.net/creatingonlinelearning/chapter/chapter-9-assessment-issues/) OER book who with instructional design expert. Creating online learning assessments. Do we need to proctor for online assessments? Will send out some links about how to do authentic assessments. Also has information on when students cheat and why. Right now official course syllabi are restrictive to types of assessments used in courses. We may need to give relief to programs and faculty to explore this. Don’t want to try something and then fail syllabus audit.
	5. Senator Jon Ten Brink – If we have a course that specifies in template we have 4 exams, but we are trying new things, how do we deal with that?
		1. Provost Sally Welch – Where does that happen?
		2. Senator Jon Ten Brink – Happens at program level but that has to be approved by CC. Which is a time-consuming process.
	6. Senator Susan Jepsen – Nursing has been doing authentic assessments for years. Excited for everyone to move there.
	7. Faculty Mark Kelland – CC is a committee of the senate. If the senate wanted to direct CC to have expedited process for temporary changes to methods, that is possible.

## Return to Campus – Provost Sally Welch

* 1. Make sure students, faculty and staff who are sick stay home. Need to give students grace. Have conversations with faculty about giving grace to students. Need to keep our campus as safe and healthy as possible. Knows that this puts a strain on faculty and there is the potential for abuse of this grace.
	2. Senator Paige Dunckel – Where is this coming from? Do we anticipate push back?
		1. Provost sally Welch – Just want to help faculty give some leeway to students. Don’t want this to be top down. Want faculty buy in.
	3. Senator Jim Luke – Individual professor policies will vary. That becomes a major motivator to push the limit and come to school when they don’t’ feel well. Put onerous expectations on students to give reasons for absences. Maybe experiences faculty or CTE can send out notices.
	4. Senator Joann Silsby – As an adjunct, have had many students say they are under stressed. Trying to be flexible. Moved to Phase 3. Still problems out there. Be open to students.
	5. Senator Veronica Wilkerson-Johnson – Faculty and students used to come in sick. Communicating with students is important. Let students know we support them. We consider tweak to syllabus.
	6. Senator Robyn Corey – Attendance policy for hybrid is stringent. But let them know their safety and health are most important. Life happens. Stress a balance.
	7. Senator Mindy Wilson – Faculty could take a look at the language of our syllabus to see if that is encouraging students to come to class if they are sick. For instance, her syllabus says labs are required. May need to tweak that.
	8. Senator Tonya Bailey – Senate could put a statement on a culture of care. Create the culture that we want to have. Given the number of adjunct, we need to further communication with onboarding. For long term, the adjustment and approach we use with our syllabus, we need to customize outside of the standard. Don’t look at critical lens that students don’t want to miss or want to cheat. Provide culture that we care. Could create a statement.
	9. Senator Susan Jepsen – Give students makeup options. For HSS, there is a cost to makeup exams, labs and clinicals. It’s wonderful to say that we want to be flexible. But cost of makeup lab or clinical is on the Nursing Program not the student if they want to postpone or cancel. Put the responsibility back on the student. Don’t be punitive, but students must be aware of limited make-up experience availability.
	10. Senator Sarah Garcia-Linz – Culture care and culture comment are good. Instructors have been extremely flexible to students this last year to their own detriment. Establishing that culture campus wide. From success coaches to everyone. Not assuming students having to come to campus for all their needs.
	11. Senator Frances Krempasky – Send the message to not just students but faculty and staff as well. Don’t want them coming in when sick. Broaden the message to everyone, not just students.
	12. Secretary Eliza Lee – Motion to form a senate workgroup to create a statement for a culture of care.
		1. Second Tonya Bailey
		2. Approved without objection
	13. Executive Director of Administrative Services Chris MacKersie – With Gannon ramp losing 1000 parking space. Working on this plane for 2 years. Deal with city to allow college to allow parking on street. Majority for our student will be to park on flat surface lots, employees will use ramps. 200 spaces in north Capitol ramp and 100 space in north grand avenue ramp.
		1. Senator Paige Dunckel – So will faculty not be able to find space in the ramp
			1. New parking management system. They can increase our capacity if needed. It would be a good problem to have that many employees on campus
		2. Senator Louise Rabidoux - How does one apply to get an RFD tag to park in one of the ramps?
			1. Going through Deans. They are making a list of people who will be coming on campus.
		3. Senator Gerry Haddad – Will handicap placards need a parking pass?
			1. That is universal irriguardless
			2. What about faculty that need to come to campus intermittently for meetings, etc.? Will they get a pass or have to pay to park?
				1. Hoping to have a permit, map and parking spaces to utilize. All the same, student, part time, etc. If you have the pass you should be able to park.
		4. Senator Paige Dunckel – Will there be in security in ramps for staff/faculty working nights?
			1. Led lighting, cameras, a lot of things going on. Ramps are safe. They will be patrolled. Public safety has provided escorts. Will continue to do so. Nature of labor market has made it challenging to get employees. Will continue to provide this service.
		5. Director of Business and Econ Jeremy Davis – What happens if the ramps are full. Is there a supplemental place for those who are issued a RFID card?
			1. Won’t wait for that to happen. Will buy more from city. Will limit to at this time to ramps. There will be options
		6. Senator Veronica Wilkerson Johnson- When will Gannon Ramp be done?
			1. On schedule or ahead. Full operational for Fall 2022. More than 700 spaces. Still several hundred spaces ahead. Open access. 1000 spaces to 1700 spaces. Won’t be a shortage of physical spaces.
		7. Senator Robyn Corey – Will everyone be mailed the passes that can be used?
			1. Get the list from ELT members. Will get them in the mail with a map.
		8. Chris MacKersie – Thank the campus community and members of the Academic Senate on Program Safety plans. That execution is key element to keeping campus safe. Faculty has been really extraordinary. Collective work of community has been exceptional.

## Potential Future Agenda Items

* 1. Senator Paige Dunckel – Library renovations look beautiful. Part time student employees are down. Student learning assistants will be hard.
	2. Special Projects Coordinator Layne Ingram – Congrats one year for Doctor Robinson. Monday will have speakers, videos, music, etc. Chance to celebrate first year. 12-1 on WebEx.

## Motion to adjourn

* 1. Motion by Secretary Eliza Lee
	2. Second by Vice President Tami McDiarmid
	3. Adjourn 10:42AM

***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 the Secretary of the Academic Senate, Eliza Lee

**Appendix I**

**Academic Senate**

**Student Advisory Committee (SAC)**

**Standing Committee Report - July 16, 2021**

The Student Advisory Committee (SAC) is moving forward to explore options that aid LCC website accessibility and student engagement. Former Senate President Monica Del Castillo encouraged the development of an LCC Chat Bot/Bo. SAC is working on this initiative and expanding to include several student accessibility and quality of life ideas as noted below. SAC member Fran Krempasky is Chairing a SAC sub-committee to explore website improvements that will aid LCC students and ultimately our campus.

Current SAC Committee members (and resource colleagues) include:

Alex Azima, Student Senator Amalia Gonzales, Fran Krempasky (SAC Subcommittee Chair), Bruce Mackley from LCC Marketing, CIO Bill Garlick, Joann Silsby, Chris Smelker, Mark Stevens, Dean Ronda Miller, Ashlee Stokes, Academic Success Coaches Jess Stevens and Samantha Wigard, and Veronica Wilkerson-Johnson, Chair. Also, working with SAC on LCC food pantry discussions are Senate President Jon Ten Brink and Beth Baldwin (Okemos Food Pantry).

Current SAC Initiatives:

1. As LCC envisions the return to in-person classes, SAC continues to explore improved LCC website capabilities and the establishment of a Chat Bot/Help Button that will provide more access to needed student resources. This will be helpful internally at LCC and externally to the general public. CIO Bill Garlick, Dean Ronda Miller and staff, Bruce Mackley from Marketing, and LCC departments are aiding us greatly in this effort, as is Fran Krempasky who is providing guidance on resources used at LCC Libraries as a framework/model for the Student Resource Website we hope to develop. To this end, Senator Joann Silsby is aiding in website framework development.

2. Working with resource providers as they re-establish a student food pantry for the Main and West Campuses, a student hygiene pantry, and a career/interview clothing closet. We have discussed and are exploring a variety of ways that LCC can aid students through these resources. Dean Ronda Miller and her staff, and Academic Success Coaches Jess Stevens and Samantha Wigard, have established services over time, and have a framework upon which more resources can be provided. Student Senator Amalia Gonzales is helping greatly in reaching out to students and organizations to harness support, products and resources. All of our committee members, and Senate President Jon Ten Brink and colleagues, are advancing our resource gathering and partnerships in these efforts.

3. In the interest of expanding student resources and connectivity on the LCC campuses and beyond, SAC has reached out to Departments across campus, with CIO Bill Garlick’s assistance, to seek ways that students can be included as advisors and resources in LCC departmental improvements, and can themselves form a network of student engagement, and the previously explored development of an LCC Student Academic Senate.

Here’s to the continuing growth of SAC as our members work on these and future endeavors.

Respectfully submitted,

Senator Veronica Wilkerson-Johnson, Chair