# LCC Logo

# Academic Senate Meeting

# October 22nd, 2021, 9-11 Virtual Via WebEx

**Present**: Alandis Baker, Tonya Bailey, Mark Bathurst, Robyn Corey, Tim Deines, Nancy Dietrich, Paige Dunckel, Bruce Farris, Sarah Garcia-Linz, Bill Garlick, Courtney Geisel, Amalia Gonzales, Gerry Haddad, Dawn Hardin, Melinda Hernandez, Jeff Janowick, , Heidi Jordan, Lyndia Klasko, 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, Richard Williams, Melinda Wilson

**Absent:** Marvin Argersinger, Joe Barberio, Summer Gilliam, Susan Jepsen

1. Call to order – 9:00AM
2. Roll Call – 9:00AM
3. Approval of Agenda – 9:01AM
4. Approval of Minutes 9:01AM

## President’s Report

* 1. We support each other and strive toward common goals, and even have miscommunications and disagreements. It’s easy to let our dustups or disagreements divide us, or become a barrier that prevents us from seeing what else we have in common. And it’s even easier to read intent into miscommunication that may not actually be there.
	2. This year the college has dealt with some major new wrinkles, including how to best utilize HERF funding. In two separate waves, first with the 14 million dollars of unexpectedly available funds whose reallocation was approved by the Board last month, and then most recently with the proposed Dart renovation set for this coming Spring, there have been missed opportunities for Senate input and increased communication with faculty before moving forward with finalized direction.
	3. I’d like to see us all ask the questions “who else does this impact?” and “how can I gather their input?” before making a decision or taking action. An easy answer to both of those questions can run through the Senate. We don’t make a lot of final determinations, but rather exist to help inform those that do. Please utilize this body for its intended purpose.
	4. I also wanted to speak broadly on the topic of public comment here in our Senate meetings. It is an opportunity for individuals to bring issues related to the LCC Community to the attention of the Senate; be that strictly informational, to raise awareness on an issue, bring light to an item for discussion, or more. Items need to be specific to the LCC Community. If a Senator is speaking, they cannot violate the voted on and approved Senator Expectations in doing so. Personal political beliefs should not be espoused. And information contained in public comments should be as accurate as reasonably possible.

## Provost’s Report

* 1. In sept, the Board approved two different items for funding. Program innovation amount of $500,000 and $500,000 for advisors and success coaches. Budget committee is helping.
	2. Academic Master Plan survey due today.
	3. Achieving the Dream, we have started getting the ball rolling. Working on communication project with students, and working on student life cycle to help track student through the pipeline.
	4. Big thank you to community with COVID, PPE, contract tracing, etc. Know the burn out is real. Take time for yourself.
	5. Next week Tuesday, Main Campus evacuation practice. 11:30-12.
	6. Looking for volunteers on first read of intellectual policy. Need to create a procedure to go with that.

## Student Senators Report – Senator Amalia Gonzalez and Senator Summer Gilliam

* 1. Student Senator Amalia Gonzalez – Mindful Mondays, would really love the Senate to give support. Take some self-care time, join a mindful Monday. It is in The Star. Professors could give it as EC or points for students to help with their mental health. This coming Monday is 2:00-2:30. Following Monday will be in the morning. Wellness Wednesdays may be coming as well.
	2. [ODI Events Calendar-October 2021](https://mailchi.mp/lcc.edu/odi-events-oct-w2)

## Standing Committees Report

* 1. Budget Committee, BC – Senator Denise Warner
		1. Meets before Senate meetings. Met with Seleana Samuels and had a discussion on making a culture of openness and transparency.
		2. Asked to help with Innovations Team and distribution of $500,000.
		3. Looking for ways to have involvement with fiscal responsibility team of Strategic plan.
		4. New POPs forms will be coming out soon.
		5. Remind programs of budget cycle. Programs need to be looking at that. Want to provide guidance in open and transparent way.
		6. Want to look at Academic Master Plan Survey.
	2. Student Advisory Committee, SAC – Senator Veronica Wilkerson-Johnson
		1. See Appendix I
		2. Have two new members, Linda Hamlin and Sandra Etherly-Johnson.
		3. Senator Tamara McDiarmid – Where are we in food/hygiene pantry?
			1. Jess Stevens indicated we are very close to having that provided. Facilities on other campuses besides Main and being better stocked with hygiene products.
	3. Senate Oversight And Review, SOAR – Senator Jon Ten Brink
		1. Discuss ideas broadly. Student senate, confidentiality for senators, public comment limits, how to get more cross campus involvement, active engagement on campus, childcare needed on campus.
		2. These will lead to teams.

## Consent Agenda

* 1. Curriculum Committee Report

## Introduction of New Senators – Senator Eliza Lee

* 1. Tutoring – Elizabeth Clifford
	2. SSH – Mark Kelland
	3. HHS – Danielle Savory
	4. Member At-Large – Tedd Sperling

## Bylaws Team – Senator Eliza Lee

* 1. Will be putting together the Bylaws team again.
	2. Looking for members. If interested, contact Secretary Eliza Lee

## Faculty Preference Form – Provost Sally Welch, MAHE President Eva Menefee

* 1. Would like to make it electronic. Looking for volunteers to work on this.
	2. New contract has a lot of things for faculty that need improvement, especially scheduling. Get more faculty in the things we do. Contract states that we have people from Senate and MAHE. Looking for where we can start for preference forms.

## Student Learning Outcomes – Director of Assessment Karen Hicks

* 1. See Appendix II
	2. Annual Assessment Reporting. Look at institutional level, program level, and course level.
	3. Discussing ELOs, institutional level. Looking at 3-year trend of ELOs. Tells number of assessments. Newly, can see same results but broken down by student population.
	4. First time looking at student learning outcome with this detail. Deeper conversation on how we make meaning on student learning. What is a good result? Is 80% good? Should we just watch or set learning targets? How do we know when to take action?
	5. Caution to compare populations. Instead say, what is this number in relation to the learning goal. Compare to goal and not to each other. Not an achievement gap, and equity gap.
	6. Why are the numbers where they are? Inquiry process. Data is just a number. Engage in inquiry process.
	7. Report is available SharePoint. [Student Learning Outcomes SharePoint](https://lansingcc.sharepoint.com/sites/Interdivisional/CASL/SitePages/Home.aspx?RootFolder=%2Fsites%2FInterdivisional%2FCASL%2FProgram%20of%20Study%20Outcome%20Identification%2FStudent%20Learning%20Assessment%20Reports&FolderCTID=0x012000E8398CB18CAE1F4198817511FBD3F20D&View=%7B74EE1F60%2D5C71%2D44AE%2D8798%2DC78536FE1082%7D)

## OER – Senator Denise Warner

* 1. See PPT.
	2. We haven’t talked about OER in a while. Bring it back to forefront of people’s minds. OER is defined as an open licensing grants permission for everyone to retain, reuse, revise, remix, and redistribute documents. [Open Educational Resources at LCC: Library & Open Access](https://libguides.lcc.edu/oer/library/)
	3. Free doesn’t equal open. Library subscriptions/databases available but can’t be re-used, remixed, or redistributed. Not OER.
	4. Why OER?
		1. Supports equity
		2. Eliminates cast as barrier
		3. Content meets needs of course
		4. Culturally relevant, inclusive, and accessible
		5. Available after course ends
		6. Potential for greater diversity
	5. Please share OER application with constituents. Can reach out to Denise Warner or Megan Lin.

## Small Group Discussion – Provost Sally Welch

* 1. See Appendix III
	2. Senators broke into groups and discussed program marketing. Results will be shared at a future senate meeting.

## Public Comments

* 1. Senator Chris Richards - Comment regarding a small change in D2L. Springs semester, will have enhancement. How instructors grade discussion topics. Instead of having to scroll up and down, all student posts will be on right side and grading tools on left. Look at October, Nov, and Dec newsletters.
	2. Senator Louise Rabidoux – Counselor. October is depression awareness month. Facebook live session Wednesday Oct. 27 at 6:00 PM. Going to talk about depression, anxiety, suicide, etc. Talk about risk and wellness evaluation. World premiere of Please Stay.
	3. Senator Mindy Wilson – StarScapes is still happening. Will be virtual this semester. Website is always there, students can submit their presentations at any time. Week 13 will be week the present. Can be used for extra credit.

## Potential Future Agenda Items

* 1. Presentation from Marketing group, what are current marketing plans, what is the website plans, etc.

***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

# Academic Senate

**Student Advisory Committee (SAC)**

## October 22, 2021 Report

The Academic Senate Student Advisory Committee is pleased to welcome Linda Hamblin, Director of eLearning, and Cesar Chavez Learning Center (CCLC) Director, Sandra Etherly-Johnson! We also thank Dr. Tonya Bailey, ODI Director, and the ACCESS team for their support!

The Academic Senate Student Advisory Committee met via WebEx on October 7, 2021, 11:30 a.m. to 12:30 p.m.

**Members present:** Veronica Wilkerson Johnson (Chairperson), Ashlee Stokes, Fran Krempasky (Technology Sub-Committee Chair), Ronda Miller, Alex Azima, Joann Silsby (Recorder of Minutes), Jess Stevens, Louise Rabidoux (LCC Counselor), Amalia Gonzales and Summer Gilliam (Student Senators). Also attending Bruce Mackley (Marketing), Bill Garlick (ITS), and Jon Tenbrink (Music and Academic Senate President). Absent: Samantha Wigard and Mark Stevens

The 10/07/21 SAC Committee highlights are as follows, Minutes provided by Senator Joann Silsby.

### 1. Updates and Discussion by Fran Krempasky, SAC Subcommittee Chair

* 1. Student Resources:
	- Fran reported that the Student Advisory subcommittee met over the summer to continue the work on suggested updates to the student resources web page. The committee would like some minor changes made during this fall semester such as changing some verbiage on titles and to announce the food pantry and personal hygiene pantry. Then eventually have a new student resources web site. The subcommittee still likes the [Maricopa](https://together.maricopa.edu/community-support) website and also [Grand Rapids Community College](https://www.grcc.edu/students/student-life-conduct/get-help) website that Jess Stevens showed the subcommittee at their last meeting. Fran said the subcommittee was thinking of doing a prototype of the site to help guide what ideas we have.

- Fran asked Bruce what he needs from the group. Bruce said to send him a document of what changes we would like and also the reason why. Fran will get the subcommittee together and work on a presentation of our ideas to distribute to Bruce.

- Alex stated that we need to be sure we get student input. Even though we have two student senators, there needs to be a broader base to seek more input. Jess stated he plans to get student input when a prototype is built.

- Jess shared with the group that they have a new space for the Student Life Center. He also mentioned that the ASC (Academic Success Coaches) will be hosting a virtual Halloween party on Wednesday, October 27 at 2:00 p.m. All are welcome to attend! Encouraged to wear a costume. The ASC’s will all be in similar costumes. Donuts will be available on that day by the Star Zone area.

* 1. Accessibility: As mentioned above, the subcommittee focused on student resources.
	2. Chatbot: Ronda Miller said she will follow-up on this item.

### 2. Updates from Student Senators Amalia Gonzales and Summer Gilliam

1. Improve Student Mental Health: Amalia stated that there are only four LCC counselors available for all students at LCC. Louise Rabidoux, a new LCC counselor, stated that actually there are three full time faculty counselors and they are working on hiring another one that is full time. However, Louise did mention that the lead time to get in to see a counselor is usually pretty short for appointments….sometimes the same day depending on the activity level.
2. Social Media: Amalia and Summer have been working on social media presence for Academic Student Senators using Facebook and Instagram. Amalia showed on her phone some of the pages to the Facebook site. They thought this would be a good way to get in touch with a student senator. Amalia stated that she worked on the social media platform for the Caesar Chavez Learning Center (CCLC) and said they have had 2,000 engaged.
3. Booth: The two student senators talked about having a booth whereby students could give suggestions and share some good things they have experienced while at LCC.
4. Focus-Group Counseling: Have a group meeting (e.g. like an AA meeting), whereby the group can discuss issues that are affecting them and have a health professional there. Louise stated that if it is a formal group discussion, then a professional health member needs to be present; if informal discussion, then no professional health member is not needed to guide the group. Amalia said she likes student focus groups and just attended an Achieving the Dream focus group.

### 3. Academic Success Coaches – Jess Stevens

1. Jess provided an update on the food pantry. He said the Academic Success Coaches do have some emergency food cards on campus. Students would need to let their success coach know. Jess said the coaches need current information so they can help student. One way is for students to fill out a survey about food insecurity and to help students with the local resources available to them such as MDHHS (Michigan Department of Health and Human Services for SNAP which provided food nutrition assistance benefit).
2. There is a new space for the Academic Success Coach lounge located in 2204 TLC.
3. Michigan Frontline Program: The ASC’s work with the new students in the Michigan Frontline Program to help them with registration of courses (help by with hands-on registration), Financial Aid representatives and Academic Success Coaches. For this fall, they assisted 80 students to get registered for their courses. For spring registration, they plan to assist on Tuesday, October 19, 5:00 to 7:00 p.m. and Saturday, October 23 from 10:00 a.m. to 1:00 p.m.

### 4. Bruce Mackley – LCC Marketing Department

1. Conducting an Audit: Bruce they are doing an audit on the LCC web site to see how many visitors access the site, where they go on the site, etc.
2. He said a Quality Web Governance Committee has been formed so he would like to get them involved in looking at the proposed student resource site. Bruce would like to get the web team involved in the student resources web site as well.

### 5. Other Discussions

1. Bill Garlick: Talked about WebEx Teams which is an app that we will be using for the Academic Senate. Members of the Academic Senate would be put into their specific committee(s) so that they can collectively share information amongst that group. It’s a great place to collaborate. He will be sharing more about this in the upcoming Academic Senate meeting on Friday.
2. Jon Tenbrink: He wonders if a way to get student input for the student resources web page would be to have a link in D2L (e.g. a D2L page) where they could interact with the student senators.
3. Student Affairs Annual Student Event: Dean Ronda Miller mentioned that Student Affairs holds an annual event in the fall for students, their parents and friends to help get acclimated with the LCC campus resource. At this event students can meet their Academic Success Coach. Scholarships are given out. Dean Miller also discussed a “scavenger hunt” where students visit key areas on campus and check off places visited to enter into a contest.
4. Ashlee Stokes – Career & Employment Services, Academic Success Team, Adult Resource Center, Student Life, Centre for Engaged Inclusive and The Equity Center: Put on an event called “Campus Crawl” where they gave out scholarships, book vouchers, etc. The turn out rate was low due to not as many students currently on campus. Plans are to do it again this spring. Joann Silsby mentioned to have a broader attendance base, have they thought about including students virtually with have a WebEx or Zoom session at the event. Fran asked if other campus areas could be involved such as the Library or Tutoring. Another Student Event: The Counseling Mood/Depression/Suicide Awareness Facebook Live event will be Wednesday, October 27 at 6:00 p.m.
5. Hygiene Products: Amalia mentioned that someone contacted her to donate some items. She will get with Jess Stevens on how to handle donations. Amalia also mentioned that there will be a rally on Saturday at the Capitol to disapprove the taxing of menstrual products.
6. Caesar Chavez Learning Center: Amalia put a plug in about the CCLC. She said many students may not know about the Center and was excited to see a faculty bring in their class to take a tour of the center and what services they provide. She encouraged faculty to bring their class in for a tour as well.

### 6. Action Items

1. Fran will schedule a SAC subcommittee meeting to continue working on the student resources web site.
2. All subcommittee members: At the next SAC subcommittee meeting, assist with the presentation document that Fran will be sending to Bruce Mackley on our suggestions for minor edits that can be done currently and eventually for an updated student resource web page.
3. Jess and Amalia will meet to discuss how to handle donation requests to the personal hygiene pantry.
4. Amalia will provide a link so that the SAC members can visit the Facebook site that has been created by our student Senators (Amalia Gonzales and Summer Gilliam).

### Upcoming Meetings:

SY2022 SAC Meetings will be held on the following Thursdays, 11:30 am-12:30 pm.

Fall 2021

· September 10

· October 7

· November 4

· December 2

Spring 2022

· January 6

· February 3

· March 17

· April 14

· April 28

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Respectfully submitted,

Senator Veronica Wilkerson Johnson

Appendix II

# Institutional Level Student Learning Assessment: ELOs

Essential learning outcomes, or ELOs, are LCC’s institutional-level student learning outcomes. These student learning outcomes identify the 21st century skills and competencies that prepare students for successful employment and transfer to other higher education institutions.

All four learning outcomes are incorporated into every program of study. Faculty assess student learning of each ELO by using a test, exam, paper, project, or one of many other learning assessment methods that allow students to demonstrate their learning of the ELO.

The grades from these student assessments are collected from every program of study each year. The average score of all student assessments for each ELO is noted in the table below. As an example of how to interpret the table below, looking at the second ELO, Intellectual and Practical Skills, we can see that the average score of the student assessments related to this outcome have gradually increased during the past three years.

**ELO Summary Table with 3-year trend.**

| **ELO** | **Example Student Learning Topics** | **2018-2019** | **2019-2020** | **2020-2021** |
| --- | --- | --- | --- | --- |
| **Knowledge of Human Cultures and the Physical & Natural World** | Global self-awarenessPerspective taking Cultural diversity Ethical responsibility Global systems and contexts | 79.4%(n=3,174) | 80.7%(n=6,074) | 82%(n=5,422) |
| **Intellectual and Practical Skills** | Inquiry and analysis Critical and creative thinking Written and oral communicationQuantitative literacy Information literacy Teamwork and problem solving  | 79.2%(n=12,921) | 80.7%(n=10,670) | 83%(n=8,556) |
| **Personal and Social Responsibility**  | Civic knowledge and engagement – local and globalIntercultural knowledge and competence Ethical reasoning and actionFoundations and skills for lifelong learningEmpathy | 79.4%(n=286) | 85.4%(n=4,104) | 89%(n=2,366) |
| **Integrative and Applied Learning** | Connections to experienceConnections to discipline Transfer of knowledge across contexts Integrated communication Reflection and self-assessment  | 86.1%(n=4,670) | 80.1%(n=4,530) | 84%(n=2,413) |

### ELOs by Student Population

Beginning 2020-2021, student learning assessment data is disaggregated by student population for each ELO. Student learning outcomes for the 2020-2021 by student population noted in the tables below.

**ELO 1: Knowledge of Human Cultures & the Physical and Natural World**

| Total Average  | Gender | **Female** 81.6%(*n*=3,595) |  | **Male** 82.9%(*n*=1,767) |  | **Non-Disclosed** 85.9%(*n*=60) |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **82%** (*n*=5,422) | Ethnicity | **American Indian or Alaskan Native** 78.5%(*n*=30) | **Asian**81.6%(*n*=309) | **Black**77.4%(*n*=343) | **Hispanic** 79.1%(*n*=391) | **Other** 84.6%(*n*=207) | **2+** 81.3%(*n*=255) | **White** 82.7%(*n*=3,887) |

**ELO 2: Intellectual and Practical Skills**

| Total Average  | **Gender** | **Female** 82.6%(*n*=4,858) |  | **Male** 82.9%(*n*=3,568) |  | **Non-Disclosed** 83.8%(*n*=130) |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **82.7%** (*n*=8,556) | **Ethnicity** | **American Indian or Alaskan Native** 80.3%(*n*=40) | **Asian**84.2% (n=398) | **Black**78.4% (n=541) | **Hispanic** 81.3% (n=674) | **Other** 84.9% (n=306) | **2+** 82.6% (n=369) | **White** 83.2% (n=6,228) |

**ELO 3: Personal and Social Responsibility**

| Total Average  | **Gender** | **Female** 89.6%(*n*=1,434) |  | **Male** 87.9%(*n*=902) |  | **Non-Disclosed** 87.5%(*n*=30) |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **88.8%** (*n*=2,366) | **Ethnicity** | **American Indian or Alaskan Native** 95.7% (n=5) | **Asian**88.2% (n=88) | **Black**86.7% (n=196) | **Hispanic** 86.7% (n=186) | **Other** 87.8% (n=83) | **2+** 90.1% (n=106) | **White** 89.4% (n=1,702) |

**ELO 4: Integrative and Applied Learning**

| Total Average  | **Gender** | **Female** 84.1%(*n*=1,511) |  | **Male** 84.1%(*n*=876) |  | **Non-Disclosed** 88.3%(*n*=26) |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **84.1%** (*n*=2,413) | **Ethnicity** | **American Indian or Alaskan Native** 85% (n=10) | **Asian** 86.1% (n=100) | **Black**79.5% (n=199) | **Hispanic** 84.1% (n=230) | **Other** 85.3% (n=93) | **2+** 85.6% (n=131) | **White** 84.4% (n=1,650) |

Appendix III

# Small Group Discussion 10-22-21

In your small group, consider the following questions. You are grouped by area to facilitate generating specific feedback, but you are welcome to think more globally as well.

1. What does marketing mean to you?
2. What would you expect to see, if the college started to market your program?
3. What student demographic did you want to see targeted for your marketing approach?
4. Have you or your program done any marketing in the past? Either through LCC or using your own avenues?

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