# LCC Logo

# Academic Senate Meeting

# Oct. 21st, 2022 at 9:10-11 Virtual Via WebEx

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

**Absent:** Brenda Brown, Bill Garlick, Robin McGuire, Tedd Sperling, Kent Wieland,

1. Call to order
2. Roll Call
3. Approval of Agenda
	1. Remove CASL Committee Report.
	2. Approved without objection.
4. Approval of Minutes
	1. Approved without objection.

## President’s Report

* 1. Thank you to Senator Tonya Bailey for her work with the college and the Academic Senate.
	2. Dr. Nathaniel Colón will be the new Office of Diversity, Equity, and Inclusion senator.
	3. Welcome to new Student Senator Josiah Beauchaine.
	4. Please join the College Leadership in discussing the results of the Stay Interviews directly following this meeting.

## Provost’s Report

* 1. Links for Stay Interviews are in The Star.
	2. You can do an early alert at any time.
	3. Board packet has an annual report. It talks about all the projects going on for the campus. Has good data. Also a good report about ELOs from Karen Hicks. Finally, it has a strategic plan update.

## Committee Reports

* 1. Strategic Plan: DEI – Senator Tamara McDiarmid
		1. Two projects being worked on.
		2. Orientation workshops. Projects that will integrate DEI into employee and student orientations. About 50% completed. Committee is meeting to implement and embed DEI. Promoting inclusive learning committee. Provide DEI training for student affairs, all student orientations, also required DEI training for students and in LMS. Expected completion date is this time next year.
		3. Equity Leaders for Inclusion. Programs leaders who are points of contact in their area. Embed DEI into college areas. Implement equity action and empower employees and faculty with DEI projects. Promote understanding the DEI is for everyone. Project is ongoing.

## Consent Agenda

* 1. Curriculum Committee Report.
	2. Approved without objection.

## CASL: Reflections of the ELOs – Director of Assessment Karen Hicks and Senator Tim Deines.

* 1. Breakout sessions for 10 min on questions pertaining to ELOs presentation from last meeting.
		1. What is your interpretation of the annual student learning outcomes?
		2. Are all students meeting minimum competency in all ELOs and all General Education categories?
		3. How may assessment processes (how we go about collecting and analyzing student learning evidence) be improved?
		4. In what ways may we influence these institutional level student learning outcomes?
		5. In what ways could I use these outcomes as information applicable to teaching and learning in my course(s) and programs of study/discipline/program?
	2. Feedback is to be emailed to Senator Tim Deines

## A Moment for Teaching and Learning – Senator Megan Lin

* 1. Presentation of HyFlex. [HyFlex Presentation](https://docs.google.com/presentation/d/1ppSwsznQEMss-ngCI5gGwYx9MvWniXqCcN_emSGHJ78/edit?usp=sharing)
		1. Instructor presents each class in a physical classroom, on campus, F2F while conducting Ort via WebEx. Students can participate F2F, ORT, or asynchronously.
		2. There is [HyFlex training](http://www/lcc/edu/cte/workshops/hyflex-training.html).

## Budget Committee Presentation – Senator Denise Warner

* 1. What can we do to participate more in the budget process?
	2. Asking Senators to take questions back to their areas for next Academic Senate Meeting:
		1. What are the major budget needs or priorities in your area? How do inflation and/or other macroeconomic trends affect the budget in your area?
		2. Is there something that falls outside of a Program Operating Plan that may be more of a college-wide need? For example, does your area have a need for transportation? LCC no longer owns busses to transport students to field trips. What college-wide needs has your area identified?
		3. Do you have any suggestions for cost-savings in your program, department, or area?

## Projects – Associate Dean of Strategic Enrollment Management Alyssa Andrews

* 1. Postponed

## SAC Charter – Senator Tamara McDiarmid

* 1. See Appendix I for proposed changes. First read through. Suggestions were presented.

## CC Charter – Senator Tamara McDiarmid

* 1. See Appendix II for proposed changes. First read through. Suggestions were presented.

## Public Comments

* 1. Senator Veronica Wilkerson-Johnson – Time for Student Senate. Momentum has built. Appreciate any comments about ways that you would want to see that come together. Opening the door with this statement.
	2. Director of Academic Support Learning Cindy Storie – Sent out an invitation for Becoming Joshua. Grand opening is Saturday for art exhibit. Oct 22 through Nov. 13th. Prelude event at 3:30-4:30. Author is Tammy Vaughn. Please participate and attend. Encourage students to come during the week. Book Talk readings also happening in HyFlex format.
	3. Senator Sarah Garcia-Linz – First generation students national college celebration. Held on Election Day. Bring awareness to students who are the first to go to college. In The Star there will be a survey link for faculty and staff who were first to go to college if they would like to participate. Marketing has made a nice logo. Help identify who are first generation college students.
	4. Senator Eliza Lee – Need nominations for Tech Careers

## Potential Future Agenda Items

* 1. Follow up of ELOs small group discussion.
	2. Senator Susan Jepsen – Discussion on if future senators need to be non-probationary.

***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

**DRAFT Student Advisory Committee (SAC) Committee Charter**

**A Standing Subcommittee of the Academic Senate**

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| **PURPOSE** |
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| **CHARGE TO THE COMMITTEE** |
| * Provide input to the Academic Senate on decisions that impact students.
* Advise the Academic Senate regarding the effect of the college's operations and policies on students.
* Establish effective strategies for collecting representative information on the student learning experience at LCC.
* Analyze and share this information with the subcommittees of the academic senate as well as the academic senate at large.
* Interact directly with student populations.
* Collaborate with Academic Senate Standing Committees to address issues that impact students.
* Collaborate with the Center for Engaged Inclusion, the Student Ombudsman, and the Director of Student Life.
* Regularly report to the Academic Senate on progress, retain committee approved meeting minutes, and maintain a representative membership.
 |
| **MEMBERSHIP** |
| * The Chair must be an Academic Senator who is also a member of the faculty. A Co-Chair, if needed, will be appointed under the direction of the executive committee from amongst the membership of the committee.
* The Committee will be comprised of students and college staff, totaling up to 50% each, who together forge goals to aid LCC student success
* A minimum of 2 Academic Senators. No Senator may serve on more than one standing committee per bylaws.
* **Student members from each of the following areas**
	+ Arts and Sciences
	+ Health and Human Services
	+ Technical Careers
	+ Veteran’s Affairs
	+ ACCESS
	+ CCLC – CESAR CHAVEZ LEARNING CENTER

**EX-OFFICIO MEMBERS*** Academic Senate President per bylaws
* Director of the Center for Engaged Inclusion
* Student Ombudsman
* Director of Student Life

**A MEMBER SHOULD NOT MISS MORE THAN 2 MEETINGS A SEMESTER** |
| **MEMBER AND CO-CHAIR SELECTION** |
| Will be appointed under the direction of the executive committee |
| **TERM** |
| A term of one year for students (renewable for an additional year)~~3 years for faculty~~ No term limits |
| **ROTATION** |
| ~~Stagger every 3 years~~ No term limits |
| **CHARTER APPROVAL** |
| This charter was approved by the Academic Senate on  |

Appendix II

**DRAFT Charter for the Curriculum Committee (CC)**

**Standing Committee of the Academic Senate**

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| **PURPOSE** |
| This standing committee of the Academic Senate provides leadership and support related to academic courses and curricula to ensure that academic standards are maintained.  |
| **CHARGE OF THE COMMITTEE** |
| 1. Evaluate proposed new and/or revised academic programs of study and courses to ensure alignment with the college's mission and consistency across the college’s divisions.
2. Review courses submitted for Michigan Transfer Agreement and/or General Education – Applied Degrees.
3. Provide updates about tools and processes used to review new and revised courses and/or curricula.
4. Provide updates, as needed, about innovation and accreditation criteria related to courses and/or curricula.
5. Collaborate with the Academic Senate and other standing committees on relevant issues.
6. Regularly report the CC’s progress to the Academic Senate, retain committee approved meeting minutes, and maintain a representative membership.
7. The Chair of the CC may form subcommittees, as necessary, to facilitate the work of the CC.
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| **MEMBERSHIP** |
| * Chair (Must be an Academic Senator and a teaching fulltime or part-time continuing contract status).
* 70% teaching faculty (fulltime and/or part-time continuing contract status)
* A minimum of 4 Academic Senators.
* Members from each of the following Divisions
	+ Arts & Sciences (3)
	+ Health & Human Services (3)
	+ Technical Careers (3)
	+ Community Education & Workforce Development (1)
* Non-teaching members
	+ Academic Affairs (1)
	+ Academic Advisor (1)
	+ Library (1)
* Ex-officio Members
* Academic Senate President per Senate Bylaws
* Resources
* Course Information Management Team (CIMT)
* Registrar’s Office
* Center for Data Science
* Financial Aid (1)
* ALO Member
* Others as needed
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| **MEMBER AND CHAIR SELECTION** |
| Will be appointed under the direction of the executive committee |
| **TERM** |
| * ~~A maximum of 6 years~~ No term limits
 |
| **ROTATION** |
| * ~~Stagger every 3 years~~ No term limits
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| **CC CHARTER APPROVAL** |
| **CHARTER APPROVED** by the Academic Senate on: Friday, March 2nd, 2018 |