# LCC Logo

# Academic Senate Meeting

# Nov. 4th, 2022 at 9:10-11 Virtual Via WebEx

**Present:** Alandis Baker, Josiah Beauchaine, Brenda Brown, Elizabeth Clifford, Robyn Corey, Tim Deines, 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, Heidi Jordan, Frances Krempasky, Eliza Lee, Megan Lin, Tamara McDiarmid, Robin McGuire, Tricia McKay, Tracy Nothnagel, Louise Rabidoux, 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:** Marvin Argersinger, Mark Bathurst, Cheryl Chase, Mark Kelland,

1. Call to order
2. Roll Call
3. Approval of Agenda
   1. Remove VII, B, Budget committee report. Remove X, CASL Reflections of ELOs. Add CASL Committee Report under VII Committee Reports.
4. Approval of Minutes
   1. Approved without objection.

## President’s Report

* 1. Check out ATD website. Work has begun on the next ATD Project: Building Capacity for Change.
  2. In an effort to broaden our perspectives on campus, will be sharing some success stories to shed light on the good work that’s happening in different areas of the campus.
     1. Student Life Coordinator Patti Ayers – Today, I would like to talk a little bit about one of the students in the LCC Student Leadership Academy Service Scholarship Program, Edwin Hernandez-Ventura. The Student Leadership Academy is a unique leadership development experience combining leadership theory from a humanities perspective with practice, both on campus and in community service settings. Student members are exposed to a wide variety of opportunities to develop a positive sense of leadership and service. This is a two year scholarship program and interested students may apply by completing the LCC Scholarship Application. (The 2023-2024 application is now open online). Edwin Hernandez-Ventura is in his second year of the program and like many students, he strives to work on successfully balancing his academic, personal, professional and community service lives. Edwin came to the United States from Honduras by himself at the age of 14 due to domestic violence and for other reasons. As an unaccompanied minor, he stayed in various detention centers and became a youth refugee. Because of his life experience, he was determined to help others who shared a similar path. As part of his service to the community, he was recently recognized by the State of Michigan’s, Office of Global Michigan and appointed as our state delegate to the national Refugee Congress. The Refugee Congress is nonpartisan, built and lead by former refugees, asylum-seekers, and other vulnerable migrants to promote the wellbeing and dignity of all vulnerable migrants. The Refugee Congress has members in all 50 states and the District of Columbia, and the diverse group of experienced delegates represent 33 countries of origin. As a member of this organization, Edwin helps his community by communicating to others what refugees do and how to help them. He does this by sharing his personal experiences with the immigration system and the reasons he decided to leave his home country. He advocates through outreach and shares examples about immigrant rights and how the immigration system in the country needs more than just reform but also internal changes to make it equitable for everyone. Last month, Edwin was invited by the Michigan Association for Latinx in Higher Education to sit on a discussion panel that focused on the “Challenges and achievements of Latinx students in higher education.” Edwin’s leadership instructor and mentor, Alex Gradilla told me that “Edwin shows resiliency in overcoming many challenges that come into his life. He doesn’t give up and continues to push himself to be the best he can be.” His passion for helping other refugees assimilate in the US is what makes Edwin so special. He proudly represents our state and also proudly shares with everyone that he is a student at Lansing Community College. His plan is to transfer to Michigan State University to obtain a master’s degree in social work. Edwin is a true servant leader, devoting his life to helping others. It’s success stories like Edwin’s and others that help us to appreciate all of the programs, courses, and important resources the college has to offer so that we can continue to serve our students as they move forward in achieving their goals.
  3. Two upcoming student forums. The forums allow students to discuss their LCC experience with the Dean of Students. The first is scheduled on Thursday, November 10th, at 11:30 in the Michigan Room.  The second is scheduled on Tuesday, November 15th, at 4:00 at the West Campus.  Students can RSVP at [Student RSVP](https://lcc1957.wufoo.com/forms/student-forum-rsvp/) webpage. There will be food at both events.
  4. Had opportunity this week to speak with new Senator and Director of the Cesar Chavez Learning Center, Dr. Nathanial Colon. He’s doing great work over, and I’d encourage you to say hello, see what’s happening at the CCLC, and encourage your students to utilize the resources there.

## Provost’s Report

* 1. Administrator reviews are coming in the spring term.  Employees will now be able to review their supervisor and supervisor.   This was piloted in 2019 and 2020 with the faculty and their supervisors.
  2. As part of the stay interview survey responses, we are working on gathering more feedback.  There is now an [anonymous feedback survey](https://lcc1957.wufoo.com/forms/suggestion-for-improvement-form/) to help the college improve.
  3. The FREE Professional Clothing Pop-Up Shop begins Monday, November 7 at 8am. Students are able to visit the Career Center (GB 2219) to pick up donated professional clothing items between 8am -5pm Monday – Friday.  The pop-up shop with run November 7-11 and November 14 – 18.  All items are free and students are able to take what they need.  As a reminder all items have been donated by LCC employees, sizes and styles may be limited.

## Committee Reports

* 1. Curriculum Committee – Senator Tamara McDiarmid
     1. Approving and looking over submissions regarding new courses and revisions.
     2. Reminders that CC website has all information on revisions, new courses, discontinuations, etc. It also has all the forms available as well as a list of individuals who need to be contacted when talking on changes to courses. Has a video and guidebook on the step by step process.
  2. Strategic Plan: Leadership, Culture and Communication – Senator Megan Lin
     1. [See PDF](i.%09https:/docs.google.com/presentation/d/1q7nkia6o1wIBIGiK8T-ogVSD7JFocWrADtl90u58KSg/edit?usp=sharing).
     2. Projects
        1. Leadership and Career Development
        2. College Systems Training Program
        3. Non-Academic Program Review Process
        4. Comprehensive Communication Plan
        5. Alternate Employee Satisfaction Survey
  3. CASL Committee – Senator Tim Deines
     1. Working through annual assessment numbers. Going to pivot towards a discussion of ELOs and how they might be relevant to students, curriculum, and pedagogy. Focus more on how to make connections more explicit and part of an ongoing conversation. Feedback sent said we aren’t spending enough time on ELOs and how they connect.
     2. Also going to revisit co-curricular assessment. Have discussions in the Senate.
     3. Want to bring CASL to the Academic Senate more. Assessment needs to be on the forefront of discussions.

## Consent Agenda

* 1. Curriculum Committee Report
  2. SAC Charter
  3. CC Charter
  4. Approved without Objection

## Follow Up Budget Committee Presentation – Senator Denise Warner

* 1. Attendees broke into groups and discussed the following questions:
     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?
  2. Please send all group responses to [Denise Warner](mailto:warnerd@star.lcc.edu?subject=Follow-Up%20Budget%20Committee%20Presentation-Group%20Responses)

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

* 1. Went through some exercises to get people talking in the chat.
  2. Had discussion as a whole group.
     1. What is community in the classroom?
     2. Why build community?
     3. “Research shows that when students feel that they belong to their academic community, that they matter to one another, and that they can find emotional, social and cognitive support for one another, they are able to engage in dialogue and reflection more actively and take ownership and responsibility of their own learning.”
  3. [Update your browser to use Google Drive, Docs, Sheets, Sites, Slides, and Forms](a.%09https:/docs.google.com/document/d/1Mt3xX_TODnQSFC_7I9d2SriE_4BQQKaUA8QDA-90Qew/edit?usp=sharing)
  4. Senator Danielle Savory - Additional recommendation-- Here is [ACUE's Back-to School Toolkit](a.%09https:/acue.org/back-to-school-toolkit/?fbclid=IwAR0WbakcX1JrlIAOsaPhjtCX-Y1MVIasXyLuL496dgzStOaxoV4QQEdNkPE) that has great ideas and resources, including building community.
  5. Senator Louise Rabidoux – [LCC Student Resources webpage](https://www.lcc.edu/services/)

## Probationary Status of Potential Senators – Senator Jon Ten Brink

* 1. For Charter and Bylaws : “At least 75% of the Senate, not counting student members, shall consist of teaching faculty and academic professionals, with both adjunct and full-time with no previous disciplinary action being eligible. Up to 25% of this group may be Probationary with at least one year of experience at LCC. The rest must consist of those with non-Probationary status.”
  2. Discussion ensued. This will be voted on next meeting.

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

* 1. Over sees Star Zone Enrollment Support Specialists, Registrar’s Office, Global Student Services, Office of Veteran and Military Affairs, and the University Center.
  2. Leading several projects including:

## Deepening relationships with high school counselors and influencers, and better understanding which high schools need more of LCC’s recruitment resources

## Identifying community organizations and businesses with which the college can partner to fill skills gaps and recruit students

## Establishing standard, annual events to bring prospective students to campus

## Redesigning new student orientation into a traditional orientation for students age 25 and younger, non-traditional orientation for students older than 25, and transfer orientation for students joining LCC from another college or university.

## Working with the Achieving the Dream steering committee to redesign college emails, and to put more focus on communication with prospective students.

## Revamping welcome packets that students receive when they are accepted to LCC.

## Public Comments

* 1. Project Coordinator Academic Affairs Penny Tucker – See Appendix I
  2. Faculty Tammy DePottey - Hello, my name is Tammy DePottey and I am a professor in the Radiologic Technology program here at LCC. I would like to share a little about [**LCC’s Starscapes: Innovation and Creativity Showcase**](https://www.lcc.edu/starscapes/)**;** and how I have incorporated Starscapes into my Introduction to Imaging course in Radiography. With Starscapes being a platform to display student’s work and their talents; I thought this would be a great opportunity for our student’s to show off the knowledge they have gained in their first semester as radiography students; not to mention putting their critical thinking skills to work. Last fall, for the first time I proposed a voluntary project to our students and offered extra credit for recording a PowerPoint presentation on Special Modalities in Imaging. First year students researched modalities such as MRI, CT, Ultrasound, Interventional Radiography, and Mammography, just to mention a few. Those who chose to participate were required to post comments on their classmate’s presentations. It was exciting to see comments and questions posted from LCC community members. What a great learning experience for everyone involved. Once again this year I will offer extra credit to the students who volunteer to participate, with a goal to get the entire class involved. Considering the heavy workload our students experience while attending this professional medical program; I was pleasantly surprised how many students took advantage of the opportunity to share their knowledge and our profession with the LCC community. In addition, I must say how proud I was to see the extra effort and time put into this project. This is their future and it is exciting to see our future front liners moving passionately towards their career choice. I would encourage you to consider having your students participate as well. Starscapes will be held from November 28th through Dec 2nd. Watch for upcoming emails and announcements in the Star for more information. [Starscapes webpage](https://starscapes.openlcc.net/)
  3. Student Senator Kyle Cook – Encourage students to go out and vote. There are 3 proposals as well as local elections. Encourage students to vote.

## 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**

**FY24 Perkins V Applications are now being accepted – apply by February 7th, 2023**

Applications for the 2023-2024 Perkins V Grant are now being accepted. Completed applications, including a signature from the program’s dean, must be submitted to [LCC-Perkins-Application@star.lcc.edu](mailto:LCC-Perkins-Application@star.lcc.edu) by end of business day **February 7, 2023**. The necessary forms can be found on the [LCC-Perkins Grant SharePoint](https://lansingcc.sharepoint.com/sites/Interdivisional/lcc-perkins-grant), under the Documents header ˃ TEMPLATES folder ˃ FY24 folder.

**Things to remember as you complete your applications:**

* To complete the application and funding request, please download and save.
* Forms must be reviewed and approved by your Academic Dean before submitting. Applications without your dean’s signature cannot be accepted.
* All equipment purchases must have a sign off by Administrative Services.
* All purchase requests must take into consideration the LCC purchasing policies for federal funds and large purchases. See the document “[Purchasing Information](https://lansingcc.sharepoint.com/:b:/s/Interdivisional/lcc-perkins-grant/Ea0D6-r3tGZFkQ-S3-b5Nr0BpyWYA1BEHp_NMzZK1lAyRg?e=1jjWbK)” located in the same folder mentioned above.
* Applications must include details on how you will assess the effectiveness of your project and increasing the Core Performance Indicator
* For FAQ’s, please refer to the [Perkins V Guidebook](https://lansingcc.sharepoint.com/sites/Interdivisional/lcc-perkins-grant/Shared%20Documents/Forms/AllItems.aspx?id=%2Fsites%2FInterdivisional%2Flcc%2Dperkins%2Dgrant%2FShared%20Documents%2FReference%20Documents%2FPerkins%20V%20Grant%20Guidebook%2Epdf&parent=%2Fsites%2FInterdivisional%2Flcc%2Dperkins%2Dgrant%2FShared%20Documents%2FReference%20Documents) for additional information.

**Process for Perkins funding request approval**:

The Perkins Steering Committee will be reviewing all proposals and prioritizing them based on how the projects support the Core Performance Indicator (CPI) improvement and/or the LCC Strategic Plan. Information on CPI requirements is located in the application form. This Committee will be making a recommendation for which projects should be included in the final budget to the Provost Cabinet. Therefore, it is very important that you highlight how your project will boost CPI performance and/or support efforts to meet strategic goals.

Again, completed applications, including a signature from the program’s dean, must be submitted to [LCC-Perkins-Application@star.lcc.edu](mailto:LCC-Perkins-Application@star.lcc.edu) by end of business day **February 7th**. Questions can be directed to Perkins Divisional Representatives:

* A & S – [Kent Wieland](mailto:wielank1@star.lcc.edu?subject=Perkins%20FY24%20Inquiry) / [Dawn Cousino](mailto:cousinod@star.lcc.edu?subject=Perkins%20FY24%20Inquiry)
* HHS – [Betsy Burger](mailto:burgere@star.lcc.edu?subject=Perkins%20FY24%20Inquiry) / [Mari Croze](mailto:klingem2@star.lcc.edu?subject=Perkins%20FY24%20Inquiry)
* Tech Careers – [David Stowell](mailto:stowed@star.lcc.edu?subject=Perkins%20FY24%20Inquiry)
* CEWD – [Lee](mailto:gardnel3@star.lcc.edu?subject=Perkins%20FY24%20Inquiry) Gardner
* SharePoint / Application (form) Inquiries: [Penny Tucker](mailto:tuckerp3@star.lcc.edu?subject=Perkins%20FY24%20Inquiry)
* General Inquiries – [Tricia](mailto:mckay6@star.lcc.edu?subject=Perkins%20FY24%20Inquiry) McKay, Perkins Coordinator