Academic Senate Meeting
November 15th, 2024 at 9:10-11 via WebEx

Present: Dustin Abrego, Marvin Argersinger, Brittany Barber, Laura Bishop, Chelsea Brandon, Rick Caprario, Elizabeth Clifford, Robyn Corey, Tim Deines, Lisa Dobson, Evan Falk, Courtney Geisel, Aral Gribble, Homa Ghaussi Mujtaba, Gerry Haddad, Susan Hardie, Melinda Hernandez, Jessica Hester, Ed Kabara, Mark Kelland, Ian Leighton, Eliza Lee, Robin McGuire, Tricia McKay, Jennifer Muffet, Tracy Nothnagel, Charles Page, Louise Rabidoux, Chris Richards, Joann Silsby, Steve Simonson, Tedd Sperling, Nancy Weatherwax, Sally Welch,

Absent: Marc Fennell, Lee Gardner, Bill Garlick, Jeff Janowick, Megan Lin, Chris MacKersie, Tamara McDiarmid, Paul Palmer

I. Call to Order – 9:10AM
II. Roll Call
III. Approval of Agenda
    a. Approved without objection.
IV. Approval of Minutes
    a. Small Grammatical errors
    b. Approved without objection.

V. President's Report

   a. Academic Master Plan Themes and Call for Volunteers: As we advance the Academic Master Plan, we are forming dedicated teams around each of our key themes. Each team will consist of senators and non-senators from across the college, with approximately 4-6 members per team. This cross-functional approach will bring a range of perspectives and expertise, vital for developing actionable goals and strategies within each theme. These teams will collaborate over the coming months, presenting their recommendations in spring semester to shape the full academic master plan. If you are interested in joining a team for a particular theme, please contact me directly. Here are the themes:
      1. Equitable Access to Learning Modalities
      2. Consistency and Clarity in Course Design
      3. Faculty Support and Development for Inclusive Teaching
      4. Active Student Engagement and Empowerment
      5. Targeted Support for Marginalized and Underserved Students

b. Meeting Schedule Update: Considering the end-of-semester demands and the busy period faculty face with grading and other responsibilities, we are canceling the December 13th meeting. This will allow everyone the necessary time to focus on closing out the semester successfully. We will reconvene on January 24th for our first meeting of the spring semester, where we will continue to build on our progress.

c. Engagement and Promotion of the Senate: You will also receive an email from the Engagement Committee soon encouraging each of you to promote the Academic Senate at your first department meetings in the new term. A brief script will be provided to guide these conversations, offering a way to introduce your colleagues to the Senate's work and our goals for the year

d. Thanksgiving Wishes: With the Thanksgiving holiday around the corner, I want to extend my warmest wishes to you and your families. I hope you find time to relax, recharge, and enjoy meaningful moments with loved ones. Let's all come back ready to finish the semester strong!

VI. Provost's Report

a. Received final HLC report. Responded to the comments and submitted it. We will know in Jan/Feb that we have received full reaffirmation for next 4 years.

VII. Consent Agenda

a. Curriculum Committee Report
b. Approved without objection

VIII. Standing Committee Reports

a. Budget Committee – Senator Marv Argersinger
    i. First, we would like to introduce our newest Budget Committee member, Chelsea Brandon. Thank you for joining our committee, we are glad to have you part of our committee.
    ii. Since our last Academic Senate Report, the Budget Committee has been busy determining how well we are aligned and doing the work that our charter outlines for the committee.
    iii. The Provost, Sally Welch attended our October 18, 2024 meeting to discuss how the budget committee can become more involved in the budget process across the college and better meet the charges of the committee's charter. Several different ideas were discussed during this meeting. One area is how we could help faculty become more involved in the program operating plans. The program operating plans are direct input of the programs needs to their administration, whether it be funding for equipment, budget needs, staffing and faculty needs. This is the best and most direct way for programs to communicate its needs.

The program operating plan is a living document and can be updated anytime. Thank you Sally for taking the time to attend our meeting, answering questions and give us guidance where the committee should go.

    iv. Karen Tommasulo also attended a committee meeting to discuss the possibly of implementing the "Sizzling Budget Topics," an informational document similar to "Hot Topics" the senate sends out. We thought this would also be a good way to distribute budget information to senate members, to then distribute to their constituents. Thanks, Eva, for the idea. Thank you, Karen, for taking the time to attend our meeting to answer questions and guide us to have this idea become a reality.

    v. From here the budget committee will be discussing how we can implement the ideas already mentioned as well as others we need to further discuss. We will have to determine how feasible and effective the committee can be in the areas related to our charter. If there are areas we cannot meet, the charter will need to be reviewed.

    vi. As always, we want to encourage faculty and programs to utilize the program operating plan. Now is the time divisions begin working on next year's budget. Now is the time to make your needs heard for the next fiscal year. Now is the time to update your program operating plan.

    vii. If anyone has anything you would like the budget committee to look into please let us know.

b. Committee for Assessing Learning (CASL) – Faculty Heidi Jordan

    i. HLC gave us an excellent review!

    ii. Essential Learning Outcomes: CASL has begun our ELO review. Programs have begun presenting their ideas for ELO additions and/or changes to the committee.

    iii. Course Mapping: With input from CASL; e-learning, data science, and CTE are planning to partner together to package course mapping services for faculty as a "one-stop-shop". Plans are for this service to launch Fall 2025.

IX. Calculators – Senator Elizabeth Clifford

a. See Appendix I

b. See Appendix II- Resolution on Increasing Availability of Graphing Calculators

    i. Senator Mark Kelland – Support resolution. See what we can do to explore other options. Encourage college to put substantial amount of money towards this.

    ii. Senator Tanya McClain – Students already struggle in math, don't want to put up another barrier. Need the right tools to do your job.

      iii.   Senator Dustin Abrego – When students pay tech costs, could this be factored in?

      iv.   Senator Eliza Lee – Is there a buyback program? 2000 students a semester take math but only 200 are really math majors so not many need them

      v.   Senator Rick Caprario – Is there an online calculator?

         1.   Senator Eliza Lee – Yes but cannot use that for assessments.

      vi.   Senator Gerry Haddad – Could the math faculty have the calculators? Give them 30 each?

      vii.   Dean Ronda Miller – Is there a problem returning calculators to library?

         1.   Senator Chuck Page – Not personal experience but hear that there are.

      viii.   Senator Ed Kabara – Can students use their cell phones with the TI App on it?

         1.   Senator Eliza Lee- Equity problem with letting students use cell phone. Also, would be afraid of cheating. Not allowed on assessments or in the Testing Center.

         2.   Senator Dustin Abrego – Also don't assume all students have cell phones, we don't want to put up more barriers.

         3.   Senator Homa Gaussi Mujtaba – Don't like the idea of cell phones. Like the buyback program.

         4.   Faculty Dawn Hardin – Experience with students that having used a cell phone is very different than using a graphing calculator. May have an accessibility problem using the cell phone.

      ix.   Resolution approved as voted.

X.   Admin Senator Expectations – Senator Jessica Hester

   a.   Senator Jessica Hester came from an institution that had a faculty senate that did not include administrative senators. Senate is about collaboration. Want to begin the conversation. "What is the Senate's expectation of administrative senators?"

   b.   Senator Mark Kelland – It was helpful to point out to HLC a part of shared governance is the Academic Senate. Having admin attend gives support to the Senate. Want administrative senators actively involved in discussions.

   c.   Senator Jessica Hester – Nice to say same as all other senators. But appointed not elected, don't come in the same time, and don't have the same orientation.

   d.   Senator Joann Silsby – Important to have different levels because some levels are privy to more information. The more heads the better.

   e.   Senator Eliza Lee - Moving orientation to Spring with elected senators so administrations feel comfortable joining Academic Senate. Also want administrative senators to feel comfortable to speak in meeting.

    f.   Student Senator Aral Gribble – Often barriers come from admin, know the Academic Senate is trying to bring down barriers. Goal is in the senate is for student success, so don't feel power dynamic.

    g.   Senator Autumn Brown – Being new, don't feel power dynamic. Feel the faculty have been able to speak without fear.

    h.   Senator Mark Kelland – Willing to speak for others, willing to take their written statements.

XI.   MAHE vs Academic Senate Information – Senator Robin McGuire

    a.   See PowerPoint

    b.   Discussion on the difference between MAHE and Academic Senate.

    c.   Two scenarios given to describe when to contact MAHE or Academic Senate.

XII.   Senate Business via Email – Senator Tracy Nothnagel

    a.   What do people think about having something in the bylaws about voting outside of the meetings?

    b.   Senator Mark Kelland – Gave standing committees option to use electronic voting so could do it for the whole senate. Open dialogue is harder electronically. Example, Academic Senate is not going to meet for 2 months. But CC is going to be busy. Need to have a mechanism for things on the consent agenda.

    c.   Senator Ed Kabara – More access we can give people, the better. Like to give people more opportunities.

    d.   Provost Sally Welch – We use this process with VMRT when emergencies come up and it works well.

    e.   Senator Aral Gribble - I'm nervous about taking away the ability for the Senate to have open discussion before voting. Maybe there's a way to make it only possible in an emergency.

    f.   Senator Eliza Lee - We could make a WebEx space for discussion on business for senators

    g.   Senator Tracy Nothnagel – This would be used sparingly as well, only when we did not have meetings.

XIII.   Admissions Connections – Admissions Director Nichole Waters

    a.   See PowerPoint.

    b.   Senator Aral Gribble – Can you work with alumni and students who have been in the program a long time?

    c.   Admissions Director Nichole Waters – first target is the workforce, trying to figure out where adults are. Know that we need to do a better job connecting with adult learners.

XIV.   Public Comments - These public comments reflect the thoughts and opinions of their speaker and are not endorsed by the LCC Academic Senate or LCC.

   a.   Senator Eliza Lee – Increase in benefits, open until November 22nd.

XV.   Potential Future Agenda Items

   a.   Senator Martine Rife – Students have 2 emails. The college was doing a great job letting students know they have 2 emails. Default is not to have D2L forwarded. Causes huge complexity for students, impacts student success.
      i.   Senator Chris Richards - We do mention the 2 emails in D2L for students training, new student orientation and communication reminders to students.

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.

LCC Mission Statement: *Lansing Community College provides high-quality education ensuring that all students successfully complete their educational goals while developing life skills necessary for them to enrich and support themselves, their families, and their community as engaged global citizens.*

Land Acknowledgement: *Lansing Community College occupies the ancestral, traditional and contemporary lands of the Anishnaabeg - Three Fires Confederacy of Ojibwe, Odawa, and Potawatomi peoples. In particular, the City of Lansing and LCC reside on land ceded in the 1819 Treaty of Saginaw.*

Respectfully submitted by Academic Senate Secretary, Eliza Lee.

Appendix I

The Unmet Need for Graphing Calculators

1) One or more of these mathematics or statistics courses are required for almost every Associate's Degree. The TI-83/84 graphing calculator is required in all math and statistics classes.

Information copied from the Materials section of the Concourse Master Syllabi Fall 2024:
- Math 115: A graphing calculator is required. The TI-84 Plus CE is highly recommended.
- Math 119: Graphing calculator required; TI-83/84 series calculator highly recommended.
- Math 120: A graphing calculator from the TI-83/84 family is required for course work. TI-84 Plus CE is recommended.
- Math 126: A graphing calculator from the TI-83/84 series is required for course work.
- Math 151: A graphing calculator from the TI-83/84 series is required for course work; TI-89 may be used.
- Math 152: A graphing calculator from the TI-83/84 series is required for course work; TI-89 or TI-Nspire (CAS) may be used.
- Stat 170: Graphing calculator required; TI 83-84 series calculator highly recommended.
- Stat 215: A graphing calculator from the TI-83/84 series is required for course work.

2) The current price of a TI 84 Plus CE is $115 and a TI 83 is $77 on Amazon. Price in local stores tend to be higher.

3) The need far exceeds the current availability.

Total Headcount in these courses Fall 2024 was 2140 on the first day of the semester.

Number of calculators available for check out: Library 110, Adult Resource Center 50

From the Adult Resource Center: All calculators were checked out early in the semester. Many students came asking to borrow a calculator and were told there were none were available. The number of students who asked but there were not calculators available is not tracked.

From the Library: Of the total 110 graphing calculators, 100 are on 28-day checkouts and 10 are on 2-hour checkouts. The majority of the semester all 100 of the 28-day are checked out. The number of students who asked but there were not calculators available is not tracked, however, students are offered a spot on a waiting list for a calculator. The ten on 2-hour check outs are frequently checked out, with usually a few available, but are not always returned within the 2-hour window. In comparison, the Library has approximately 1000 laptops checked out for the semester.

Without a graphing calculator, students are less likely to succeed in their math classes. Instructors explain how to do problems step by step based on the key strokes of the TI 83/84 calculators. There are students in math classes currently without graphing calculators. Not having equal resources as other students in the class significantly reduces the students' sense of belonging. In Fall of 2023, these math classes overall had a 64.3% success rate compared to an overall college success rate of 78.3%. (Data provided by Center for Data Science.)

Appendix II

![Lansing Community College logo]

Academic Senate
Lansing Community College

Resolution on Increasing Availability of Graphing Calculators

Whereas, the college is committed to promoting equitable access to resources essential for academic success for all students; and

Whereas, Graphing calculators are required in many math and science courses and if students are unable to afford graphing calculators, they are less likely to succeed in their courses; and

Whereas, students have expressed the cost of purchasing a graphing calculator is a financial barrier; and

Whereas, the current supply of loanable calculators is insufficient to meet the demand among students who cannot afford to purchase these devices independently and the Library has continually had a waiting list for checking out graphing calculators; therefore, be it

Resolved, that the Academic Senate strongly encourages the college to significantly increase the number of graphing calculators available for students to check out in the Library.