



Academic Senate Meeting

September 6th, 2024 at 9:10-11 via WebEx

Present: Dustin Abrego, Marvin Argersinger, Brittany Barber, Laura Bishop, Rick Caprario, Elizabeth Clifford, Robyn Corey, Lisa Dobson, Evan Falk, Marc Fennell, Sarah Garcia-Linz, Lee Gardner, Bill Garlick, Courtney Geisel, Homa Ghaussi Mujtaba, Gerry Haddad, Susan Hardie, Melinda Hernandez, Ed Kabara, Mark Kelland, Eliza Lee, Ian Leighton, Megan Lin, Chris MacKersie, Tamara McDiarmid, Robin McGuire, Jennifer Muffet, Tracy Nothnagel, Charles Page, Louise Rabidoux, Chris Richards, Joann Silsby, Steve Simonson, Tedd Sperling, Nancy Weatherwax, Sally Welch, Jeff Janowick,

Absent: Tim Deines, Jessica Hester, Tricia McKay

- I. Call to Order – 9:11AM
- II. Land Acknowledgement
- III. Roll Call
- IV. Approval of Agenda
 - a. Approved without objection.
- V. Approval of Minutes
 - a. A few grammatical changes.
 - b. Approved as amended.
- VI. President's Report
 - a. As a quick housekeeping note, please remember to update your email signature to include your senator status and senator badge. I sent an email last week with instructions on how to add the badge to your signature in outlook, but if anyone needs assistance, don't hesitate to reach out. Let's make sure we represent the Senate in our communications as we work with students, faculty, staff and the community.
 - b. For our adjunct senators, I want to remind you that your participation in Senate activities is compensated. The Senate Secretary takes care of payment for your attendance at Senate meetings, but for any additional Senate work, please report your hours to your department for payment. If you have any questions about how this works, please reach out to Secretary Lee.
 - c. Lastly, I want to float an idea for this year: planning a fun Senate activity. It's important that we take time to bond and build community outside of our formal meetings. I'd love to hear your thoughts on activities we could plan together—perhaps a cornhole tournament or a spring picnic? Feel free to share any suggestions you might have, and we can start making plans!

VII. Provost's Report

- a. 17 days away from HLC coming. Reaffirmation every 10 years. In very good shape. Will send out a schedule soon.
- b. 3 Weeks into the semester, great time for academic alerts.
 - i. [Academic Alerts Webpage](#)

VIII. Consent Agenda

- a. Curriculum Committee Report
- b. Academic Senate Charter
- c. Approved without objection

IX. Semester Updates of Senator Expectations - Senator Tracy Nothnagel

- a. General review and reminder of Senator Expectations.
- b. Agenda is driven by senators and their areas concerns. Reach out to the executive committee at the [Academic Senate Agenda Requests webpage](#).
- c. Senator Mark Kelland – Expectations currently read to only represents your area nothing else. If speaking from personal opinion or different role, mention that. Could change the wording of the expectations.

X. How Do You Interact with Your Area? – Senator Laura Bishop

- a. Senator Mark Kelland – Sends out the Senate Meeting email and Hot Topics emails and highlights areas that are important.
- b. Senator Robyn Corey – I like the idea of sending the idea out ahead of time to see if there is a particular topic of interest.
- c. Senator Joann Silsby – Takes extra notes beyond the Hot Topics to add little tidbits to make it more personal.
- d. Senator Steven Simonson – Saw minute come out but as a non-senator wasn't very participatory. As a new senator, trying to stay on top of things. Probably should reach out to my constituents and introduce himself as a new senator. Get the agenda out early. Will blend old and new practices.
- e. Student Aral Gribble - I wish Senators and Faculty would share the info with their students, too.
- f. Senator Eliza Lee – If a senator needs to know their area's email list, please email lee21@star.lcc.edu

XI. Fall Elections – Senator Eliza Lee

- a. 4 positions open. Self-nomination encouraged. Email secretary Lee at lee21@star.lcc.edu
 - i. Health and Human Services (HHS) – 2 three-year Division At-Large positions, 1 one-year Division At-Large position

ii. Member At-Large, Part-Time Faculty

XII. Adjunct Advisory Committee Charter – Senator Tracy Nothnagel

- a. Senator Mark Kelland – Is this a committee that should be a standing committee? Personally, I don't think it's appropriate to distinguish between the full time and part time faculty.
- b. Senator Rick Caprario – Coming from academia from private sector. There is a power dynamic between full and part time faculty. More prudent, to not have anyone from admin to further upset the balance and upset adjuncts wanting to speak. If we want to grow, we have to ensure that our adjuncts are fed well.
- c. Senator Lisa Whiting Dobson – Even getting the WebEx app to work has been a process. Adjuncts have different and complex problems.
- d. Senator Tamara McDiarmid – Many adjuncts have full time jobs. This committee will help bring some of the issues to light when the adjuncts are not able or not able to attend the meeting.
 - i. Motion to approve the charter
 - ii. Second Mark Kelland
 1. Senator Eliza Lee – Motion to review term limits at the 3 year charter cyclical review.
 - a. Second Mark Kelland
 - b. Approved without objection.
 2. Senator Elizabeth Clifford – Motion to amend the charter to add an academic professional in the membership
 - a. Second Senator Eliza Lee
 - b. Approved as without objection
 - iii. Charter approved without objection.

XIII. Sabbatical Process – Director of Academic Quality Cheryl Garayta

- a. The oversight of the sabbatical process is moving from HR to academic affairs next year.
- b. Sabbatical applications are due to supervisors and deans by September 15th, with revisions due by October 5th.

XIV. Strategic Enrollment Plan – Provost Sally Welch

- a. See PowerPoint
- b. Align goals and strategies in this plan with work already happening and new strategic plan.
- c. Recruitment and retention, it's a living document.

- d. Overarching goals – 5% increase enrollment, 5% increase persistence, 8% increase retention, 4% increase 3-year completion rate, 7th percentile National Community College Benchmarking Project.
- e. Senator Ed Kabara – How much of the retention is because of student aid due to needing enough credits to qualify? Wondered if its outside life, or money, etc.
 - i. Provost Sally Welch - Yes, most of students are part time so it's trying to figure out how to balance the co-req because it puts them over 6 credits but doesn't count as 6 credits (only 4). SAC and us talk about the life challenges that hold student back to being able to take more courses. Try to do what we can to help students as much as possible.
- f. Senator Rick Caprario – Are students given maps when they enroll as to what they are taking? Noticing students don't have a laid-out map for the first year. Doesn't hit upon the strategic elements you've hit.
 - i. Getting students off to the right start is part of strategic enrollment plan. During registration have: 1 They tell us a major, Academic advisors then give them a map for orientation then might have to change the map if change their area. Part of the plan is to have some checks and balances. When students register, we want admissions team to come in and call them ahead of time and let them know about their placement and check major. Another check point later on to check on major again. Hope to give them a 2-semester map and then work from their using the general advisors and program advisors.

XV. Public Comments

- a. Senator Robin McGuire – MAHE minute! There is an election coming up in November. Legally and ethically wrong for unions to use your dues in any political activity. For PAC committee (political action committee) and can contribute to there. Money contributed to PAC stays local. Not state or nationwide candidates. WE have an election coming up and there are several Board seats coming up. 4 Board seats and 5 candidates. These individuals impact our ability to do our work. MEA hosting on Monday September 5:30-9PM S&R. Inviting all 5 candidates for LCC Board. For questions email Robin McGuire or Eva Menefee.
- b. Senator Megan Lin – [Humphrey Fellow event on Sept. 18 in the CTE classroom 2pm-4pm](#)
- c. [Humphrey Fellow event on Sept. 18 in the CTE classroom 2pm-4pm](#)
Penny Tucker – Register for the [LCC ACE Women's Network Luncheon](#) on October 17th.

XVI. Potential Future Agenda Items

- a. None.

XVII. Adjourn – 10:39AM

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 the Academic Senate Secretary, Eliza Lee.