



## Academic Senate Meeting

October 4<sup>th</sup>, 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, Lee Gardner, 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, Tricia McKay, Tracy Nothnagel, Charles Page, Louise Rabidoux, Chris Richards, Steve Simonson, Tedd Sperling, Nancy Weatherwax, Sally Welch,

**Absent:** Evan Falk, Marc Fennell, Bill Garlick, Jessica Hester, Robin McGuire, Jennifer Muffet, Joann Silsby, Jeff Janowick,

- I. Call to Order – 9:10AM
- II. Roll Call
- III. Approval of Agenda
  - a. Approved without objection.
- IV. Approval of Minutes
  - a. Approved without objection.
- V. President's Report
  - a. Adjunct Advisory Committee: We are still in need of a Vice Chair, as well as adjuncts from all divisions to serve on this committee. If you are an adjunct or know of an adjunct interested in serving, please encourage them to reach out to the Executive Committee.
  - b. Transparency In Textbook Costs Team: Senator Chris Richards has volunteered to lead the team on this issue. We also have members of the Student Advisory Committee assisting. If there is anyone else who would like to join this team to work on this very important student issue, please reach out to Chris Richards.
  - c. October 18<sup>th</sup> Meeting: Just a reminder that our October 18<sup>th</sup> meeting will be hybrid on Main Campus in the Board room. Please try to attend in person, we have a very interactive agenda planned and would love to have as many people as possible in person.
- VI. Consent Agenda
  - a. Curriculum Committee Report
  - b. Senator Tricia McKay – Asked to pull the report from the consent Agenda.

## VII. Curriculum Committee Report

- a. Senator Tricia McKay – If a program is in a career community and is making changes, do they have to inform other career communities and programs of changes? Such as, if a course is discontinued do they let other pathways know? How is that confirmed?
  - i. Project Coordinator Penny Tucker – It is on the form.
  - ii. Project Manager Rafeeq McGiveron – We maybe had it as an SOP previously. There is a question on the form that asks that. CC presumes that area informs other areas.
  - iii. Director of Academic Operations Mary Ellen Laatsch - Course title changes only would go on the Course Revisions document only.
  - iv. Bring back to senators to let other areas know who might be affect when courses or programs are changed.
  - v. Senator Tricia McKay – Motion to approve the curriculum committee report.
    - 1. Second Senator Dustin Abrego
    - 2. Approved without objection.

## VIII. Standing Committee Reports

- a. Budget Committee – Senator Marv Argersinger
  - i. We would like to introduce you to our new Vice Chair, Michael Giles. We appreciate Michael’s willingness to accept this position.
  - ii. We also want to thank Gerald Haddad for his years of leadership and work that he has done for the Budget Committee as our previous Vice Chair.
  - iii. The committee has discussed how we could better inform students of free tuition opportunities like Michigan Reconnect or Michigan Community College Guarantee. We are aware the college is working on a marketing program for these scholarships. The committee’s thoughts were, how can we inform faculty and current students about these programs and encourage them to apply, if they meet the requirements.
  - iv. We continue to encourage faculty to use the POPs form as a tool for making your needs known to your administrators. Please let the Budget Committee know if there are needs that fall outside of your POPs or if there are items that are on your POP but do not get funded.
  - v. If you have an idea for something you think the Budget Committee should look into, please let us know!

- b. Committee for Assessing Student Learning (CASL) – Heidi Jordan
  - i. Extended Learning Opportunities: CASL will complete an ELO review every 4 years. This year, we'll be completing this review process and submitting any changes to the Academic Senate for approval.
  - ii. Assessment Website: Last year, a sub-committee of CASL worked on creating a LCC-specific assessment website. The website aims to support faculty in telling the story of student learning in their areas: how to gather and use learning evidence that communicates who is learning, what they are learning, and how successful learning happens. CASL will continue this work in sub-committee and keep you abreast of updates, including when it will go live for all faculty.
  - iii. Course Mapping: Last spring I reported out to you about this project, being completed in a CASL/CC work group. The work to support faculty in matching their learning outcomes to assessments, and using that data to enrich their teaching, will continue. I'll be coming back to you this year for your guidance as we take on this important work.

IX. Fall Elections – Senator Eliza Lee

- a. Two new senators.
  - i. Health and Human Service (1 year term) – Autumn Brown
  - ii. Member At-Large, Adjunct Faculty – Wade Merrill

X. Participation in an Online Classroom – Senator Tracy Nothnagel

- a. Senators broke into small groups to discuss strategies for participation in online classes.
- b. Senator Dustin Abrego – Recording videos and interacting. Wishing there was a place that instructors could go to record more professionally.
- c. Senator Chris Richards – E-learning does have rooms available with cameras and microphones. D2L has resources to foster engagement. Two-way communications like Kaltura so students can record videos. Students can post comments onto the announcements. E-learning wants to build awareness on what is out there for D2L.
- d. Project Coordinator Penny Tucker – Taking a communications course. Can feel how much the instructor is engaged in the course and can feel the energy and excitement. When instructor does weekly announcements and is organized, makes student wants to be that way. Student can feel the engagement through D2L.
- e. Senator Chris Richards - D2L Pulse app for students. Pulse app is available through D2L. Provides notifications on devices. Can download content to see

offline. Can view grades and interact with contact. Not really for assessments and assignments. <https://apps.apple.com/us/app/brightspace-pulse/id1001688546>

- f. Senator Tanya McClain – If students have English as a second language that can be hard for online. Let students know about resources. There is built in translation in the videos but it is limited on languages.
  - g. Senator Autumn Brown – Can open a word document and can dictate. Attempting to use that when they have a meeting.
- XI. HLC Report Out – Senator Mark Kelland
- a. Senator Eliza Lee - Motion to lay on the table.
    - i. Senator Dustin Abrego – Second.
    - ii. Approved without objection.
  - b. Senator Eliza Lee – Motion to pick item XI off the table.
    - i. Senator Mark Kelland – Second.
    - ii. Approved without objection.
  - c. HLC visit went fairly well. Waiting for preliminary report. May be some monitoring on assessment and closing the loop in the future and looking at greater student success. May get a clean bill of health on assessment. Faculty need to learn how to report out on closing the loop for assessment. Seeing how well assessment works, really seeing whether or not our pedagogical techniques work, and HLC has always been big on continuous quality improvement.
- XII. Data Byte – Director of Institutional Effectiveness Kristin Buttigieg
- a. See PowerPoint data discussing success rates in top 25 enrolled courses broken down by modality and by race.
  - b. Senators broke into small groups to discuss the data presented and answer two questions.
    - i. What do you see in the data?
    - ii. What does the data mean to you?
  - c. Answers will be compiled and reported out at the next meeting. This will lead to Senate involvement in the Strategic Plan.
- XIII. Provost’s Report
- a. HLC Criterion 4, asked to invite specific people, and they made recommendations. Its about program review and retention plan. Asked mostly about assessment and only wanted to talk to faculty members. Asked Deans to get more faculty there the next day and ended up packing the room. Answered very well. Great to see how well we rallied for that. We need to make a point of assessment.

- b. October 28<sup>th</sup> Board Meeting, hoping board will approve mission statement and value statement. They should also approve the strategic plan. It will be in the board packet. Looking for people who may be interested in participating the strategic plan.
- c. From Achieving the Dream, we were invited to apply and accepted in racial equity leadership academy. Have coaching that will help us. Focus on history and psychology departments.
- d. Submit academic alerts.

XIV. Public Comments

- a. None.

XV. Potential Future Agenda Items

- a. Senator Mark Kelland – Hope to talk about assessment awareness. Hoping that comes forward in a CASL report.

**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.