



Academic Senate Charter

Purpose

The Academic Senate is dedicated to enhancing student success at Lansing Community College (LCC). It provides input and advice across the College on matters related to collegewide educational philosophy, academic policy and procedure, strategic initiative priorities, and the deployment of capital or financial resources – except where such matters fall under the scope of collective bargaining. The Academic Senate will take a proactive and collaborative approach, seeking consensus whenever possible, respecting diverse perspectives and striving for inclusivity. It will foster and support effective, transparent communication with the LCC community.

Membership

- Provost
- At least 75% of the Academic Senate, not counting student senators, shall consist of teaching faculty and academic professionals, with both full-time and adjunct faculty being eligible. Up to 25% of this group may be probationary with at least one year of experience at LCC. The remainder of the faculty must consist of those with non-probationary status.
- Elections shall be for staggered three-year terms. Each division or department shall elect 1 senator by a majority vote through an election process determined by the Academic Senate in coordination with the Center for Data Science. Departments with more than 30 FTE of all faculty members are entitled to 2 senators. Both probationary and non-probationary faculty members can vote. There shall be three at-large senators of any rank who are qualified to run, plus a 4th at-large senator who is part-time faculty, elected by everyone who is qualified to vote.
- The Officers of the Academic Senate shall consist of a President, a Vice President, and a Secretary.
- MAHE Executive Officers shall not be eligible to serve in the Academic Senate during their term of office with the exception of the MAHE President, who is an ex-officio member of the Executive Committee.
- College administrators are not eligible to serve as Officers of the Academic Senate.
- Each division shall have 1 administrator representative.
- 2 Student senators appointed by the Academic Senate President in collaboration with the Executive Committee

Scope

- Creation and annual review of the Academic Master Plan
- Collaborate on issues regarding curriculum, program, college/division reorganization
- Provide input to the college before decisions are made regarding educational issues, capital improvements, and deployment of financial and human resources (including grant funding)
- Communicate and closely work with the President and the Provost
- Establish and coordinate the function of Academic Senate standing committees
- Have the authority to request and obtain in a timely manner institutional information and data needed for effective decision-making
- Provide input regarding full-time faculty prioritization
- Propose collegewide projects that help set the direction of the college, and actively participate in collegewide strategic planning
- Define its own bylaws and what is expected of the senators, including: roles and responsibilities; quorum requirements; etc.
- Effectively and frequently communicate with the College community in an honest and transparent manner in order to promote trust
- Provide input on policies regarding faculty professional development, student preparation, student success, grading standards, standards for student rights and responsibilities, discipline, and academic probation
- Recommend a framework for faculty participation in the selection and retention of Directors, Associate Deans, Deans, Provost, and President
- Collaborate and coordinate with other College bodies

Operational Procedures

To promote transparency and trust, the Academic Senate meetings shall be open to everyone, including non-voting College and community members. The minutes of the meetings will reflect reasoning behind decisions and recommendations and will be accessible by all. A website shall be maintained by the Academic Senate. Only the officers of the Academic Senate shall be allowed to recommend updates to the website contents.

The administration understands and values full participation of the faculty and administrators in the Academic Senate and will thus strive to accommodate faculty schedules to facilitate Academic Senator attendance at the Academic Senate meetings. The President of the Academic Senate shall receive a minimum of 6 hours of reassign time each Fall and Spring semester, to be re-evaluated with each review of the charter. The Vice President and the Secretary of the Academic Senate are entitled to receive 4 hours of reassign time each Fall and Spring semester, to be re-evaluated with each review of the charter. Academic Senate standing committee Chairs may receive 1-2 credits of reassign time if they are full-time faculty or academic professionals. Standing committee Chairs who are adjunct faculty members will be paid for their meeting time pertaining to the Academic Senate. Adjunct faculty members of the Academic Senate shall be compensated at their teaching rate.

Charter

Established 12/21/12
Revised 3/1/13

Revised 11/18/22

Revised 9/6/24

Revised 10/17/25