

**Academic Senate**

# Student Advisory Committee (SAC) Minutes

**January 12, 2023 Meeting**

The Academic Senate Student Advisory Committee (SAC) met via WebEx on January 12, 2023, 11:30 a.m. - 12:30 p.m.

**Members present:** Veronica Wilkerson-Johnson (Chairperson), Alex Azima (Physics Professor), Joann Silsby (CIT Adjunct Faculty and Senator), Armando Arévalo (Student Success Coach Manager), Ashlee Podleski (Adult Resource Center Coordinator), Chris Richards (eLearning), Fran Krempasky (Library and Sub-Committee on Web Resources Chair), Christopher Smelker (Surgical Technology HHS Division), Debra Coulston-Kwapisz (ACCESS Coordinator), Dean Ronda Miller (Student Affairs), Elizabeth Clifford (Tutoring Services/CCLC in Learning Commons), Frank Taylor (Academic Success Coach), Greg Lattig (Athletic Director), Louise Rabidoux (Counseling), Student Senator Andrea Sanchez, and Student Members Daniel Arnold, Danni Botti and Paul Palmer.

**Unable to attend:** Linda Hamlin (eLearning), Bruce Mackley (Marketing Director), Bill Garlick (CIO), Jon Tenbrink (Academic Senate President and Chairperson of Music Dept); Student Senator Josiah Beauchaine; and Student Members and Caleb Caballero, Keshawn Mitchell-Roland, Noel Mukeshimana, Austin Suddieth, Meghan Patterson, Baron Pham, Unique Major, and Brian Ringstaff.

The 01/12/23 SAC Committee highlights are as follows. Minutes provided and compiled by Senators Fran Krempasky, Joanne Silsby, and Veronica Wilkerson Johnson.

1. **Welcome**

Chairperson Veronica Wilkerson Johnson welcomed everyone to the meeting including Andrea Sanchez and Josiah Beauchaine, new Student Senators and student members Paul Palmer, Caleb Caballero and Daniel Arnold.

Veronica recognized the work SAC did in 2022 including the [LCC Student Resources web page](https://www.lcc.edu/services/index.html). She thanked Fran, Joann, and Ashley for their work on it. Many areas of the campus and students are using the page and information about it is being shared.

Moving into spring semester Veronica would like SAC to continue to build on our relationship with students and how students help with the leadership of LCC. Our continuing partnerships with all areas of the college is important.

1. **SAC Subcommittee Update – LCC Student Resources Webpage (Fran Krempasky, Joann Silsby, and Ashlee Podleski)**
	1. Fran updated the new members about the [Student Resources page.](https://www.lcc.edu/services/index.html) It was created because students and Student Senators had a difficult time finding the resources they needed on the LCC site. The page was created with input from students, SAC members, and LCC Student Service areas.
	2. The Subcommittee (Fran, Joann, and Ashlee), will be meeting soon to work on updating the page based on web analytics on the page and from feedback they’ve received on it.
	3. The page was promoted during PA Days and that’s good news. The more faculty know about the page and share it with students the better.
2. **Chris Richards, eLearning Initiatives and Updates**

 a. Chris Richards from eLearning shared eLearning’s January resources for students, presenting for eLearning Director, Linda Hamlin.

b. Chris shared that eLearning is helping students by offering
 [on-demand resources and live sessions](https://myd2l.lcc.edu/d2l/le/news/6606/881232/view). Students can also contact their office directly for
 assistance.

 c. Students want to be presented information quickly so they’re offering new

 [“1 minute or less” help videos](https://elearning.lcc.edu/students/d2l-trainings/d2l-video-gallery/) on topics such as how to access and locate your syllabus and
 how to sign up for notifications. They are also presenting information on how to access WebEx
 sessions and classes. In process is a video on how students can view their grades and feedback.

1. **Dean Ronda Miller, Student Affairs**
	1. Dean Miller said that she was very pleased to see so many students joining and participating in SAC. We are trying to make a difference in the lives of students in the classroom and outside, and the only way that we have really good direction is when we hear from students.
	2. Pop Up Food Pantry update: Dean Miller plans to begin providing food pantry options soon. There are a few things to still work out. But this pantry will offer our students that are facing food insecurity an opportunity to select sustainable food. Information will be coming out in the Star and via email in the next couple of weeks.
	3. Dean Miller also stated that students continue to meet with advisors. This ensures that they’re staying on the right program path and not taking courses that they do not need or are not covered by financial aid. We want to encourage students to engage with their academic advisors.
	4. SAC Chair Veronica Wilkerson-Johnson, followed up with the fact that LCC strives to care for their students and food insecurity has come up quite a bit and many have mentioned that they were hoping that LCC could return to a day when there are more affordable food options. She also mentioned the importance of there being food for students on main campus like they have at West campus and at some remote campuses.
2. **Paul Palmer (Student) and Frank Taylor (Success Coach) – Disability Group on Campus**

a. Frank and Paul discussed the new Disability Group on campus. Paul is organizing the group and
 Frank is the faculty advisor to the group. The goal of the group is advocacy, socialization, and
 normalization of the population we have on campus.
 b. The group is seeking a permanent home/location for their meetings. They’ve held two meetings
 and there is a lot of interest on campus. Deb Coulston-Kwapisz, ACCESS Coordinator, offered
 the Cesar Chavez Learning Center space in the Arts & Sciences building, Room 13, which is an
 accessible room.

 c. Contact Paul Palmer (palmerp2@mail.lcc.edu) if you are interested in joining the Disability
 Group or if you have questions.

1. **Armando Arevalo – Success Coach Manager**

a. Textbooks-- A number of students have been notified on Twitter or LinkedIn about the LCC Foundation offering textbooks to students. The parameters are a GPA of 2.0 or higher and enrollment in at least six credits. Students will need to see their Success Coach to obtain a textbook.
 The coaches will review their need in a holistic way, check to see if this is an emergency need or a
 financial need.

1. **SAC Discussion on Textbooks**

a. The group discussed text books in general and offered suggestions.

* Alex said that he has used OER in courses in the past but a course he is teaching doesn’t currently have an OER. The reserve book he is using wasn’t affordable to one student so they tried to check it out at the Library’s Reserve but it was missing. He loaned the student a copy he had.
* Alex suggested that SAC consider doing some fundraising to assure there are books available in some location for each course.
	+ Fran said that the Library does have funding to purchase general education core class titles on reserve for students. The Learning Commons also has some titles available for use. There are dedicated staff in the Library who work on reserves, which is a detailed process. Sometimes titles go missing. We might want to look into offering inclusive first-day access on what the College offers and the current process.
	+ Alex suggested checking out a book at the library for the entire semester. Fran said the Library has various check out times. There are 2 hr., 48 hr., and 2-week loans. This sometimes depends on how big the classes are and how many students will be needing that book. The Library doesn’t lend books for the whole term because access would be limited to one person per semester. If the Library has a 2-hour loan, many more people can use that book.
	+ Students can also copy pages that they need in a textbook.
* Fran said we might want to take a look at which departments on campus work with textbooks for students and where the gaps are.
* Frank Taylor said that Success Coaches sometimes get donated copies of textbooks from students, and they could give extra copies to the Library.
* Danni stated that students might also like to donate their textbooks at the end of the semester to other students that might need them for the following semester.
	+ Elizabeth said that the old TRIO Program used to have a textbook shelf, can a shelf be added in the new ACCESS area?
	+ Ronda didn’t think donations would be manageable in Student Affairs.
	+ Fran wasn’t sure that the Library could house donations as students might be confused, since the library’s model is to check out textbooks.
	+ Alex suggested a “little library” for donations. Faculty could also donate extra textbooks for this purpose.
	+ Alex suggested digital access to textbooks from the publishers so the link expires at the end of the semester. Fran said that LCC is doing this with some classes using the “first day digital access” that Sally Welch talked about in the Academic Senate. [See: [Textbooks and Bookstores webpage](https://www.lcc.edu/consumer-information/textbooks-and-bookstores.html) (https://www.lcc.edu/consumer-information/textbooks-and-bookstores.html)] Students can purchase online access at discounted prices.
* Fran said there are many things to consider with textbooks so maybe we could make a difference by better understanding how things are working at the college and how each area can coordinate efforts. The coordination part and marketing part might be what’s needed.
* Andrea Sanchez suggested grants and fundraising (from the community) for the Library to purchase more titles. Alex mentioned asking the Board of Trustees for more money.
* Fran stated that the Library does have a dedicated fund for textbook purchase. It's not like we're not getting the books that we need. Students are using the books and some of them are not being returned.
* Fran said it would be a good idea to meet and discuss textbooks in general, especially the coordination of them and funding for them.
* Veronica will contact SAC members and other LCC personnel to work on this textbook discussion and develop a plan to present.
1. **Louise Rabidoux – LCC Counselor**

 a. Louise stated that Counseling offers free, confidential counseling to students.

b. Counseling has a new staff member, Jim Owens. Jim worked previously at LCC as a Financial
 Advisor. This is the first counselor that LCC has hired since Louise was hired 24 years ago. Much applause ensued over this announcement!

 c. Along with individual counseling appointments, Counseling does outreach events with
 mental health themes. The next event is “Healthy Relationships” on February 14th.

 d. Louise explained that Counselors best communicate with staff and students about counseling
 care. Usually they schedule appointments and do intake and regular sessions. They also do
 immediate need counseling. Students in crisis are referred to 911 or 988 national response numbers. LCC Counseling is not a 24-hour crisis center.
 e. Louise presented prototype marketing materials and asked for SAC members’ feedback. The
 material is meant to show students and staff the different levels in counseling care.
 Louise shared examples of planned counseling care, urgent counseling care, and emergency
 care. The Counselors presented at PA Days and will be talking with departments about feedback

 on the levels of care handouts. SAC members liked both the “funnel” approach and the
 “stoplight” approach in the examples Louise shared on levels of care.

1. **Elizabeth Clifford – Tutoring Services in Learning Commons**

 a. Elizabeth reported that Tutors are available in all subject areas. Tutors are available 8 am-8 pm
 Monday thru Thursday and 12 pm to 4 pm Friday, Saturday, and Sunday.

1. **Additional Comments**
	1. Chris Smelker, HHS Division Senator, said that he learned a lot from the meeting and plans on
	keeping involved in SAC. Greg Lattig, Athletic Director, agreed with Chris and said that he will
	share updates with Athletics.
	2. Joann Silsby, Tech Careers Senator, said that she has used first-day access for textbooks in her courses and students liked the electronic version. They had to “opt in” to continue using the book and pay a fee for it. Usually the fee is thirty dollars. She said students really like the electronic version.
	3. Alex Azima said that not all of the first-day access books are affordable. Veronica said that she has seen higher prices this year on first-day access versions. Why would this be the case? Elizabeth said that the costs vary across courses just like print textbooks.
	4. Email Veronica if you have any other thoughts or concerns about anything discussed at the meeting.

**Next meeting**: Thursday, February 9, 2023 11:30-12:30 via WebEx

**Action Items:**

1. Alex will share with his classes the marketing initiative that Bruce Mackley is doing. He will share his write-up with Veronica so it can be shared with others.

**SAC Meeting Dates**

SAC Meetings in Spring Semester 2023

are as follows:

Thursdays, 11:30 am - 12:30 pm,

January 12, 2023

February 9, 2023

March 16, 2023

April 6, 2023

May 4, 2023

Respectfully submitted,

Veronica Wilkerson-Johnson, Chairperson

Fellow Scribes:

Joann Silsby and Fran Krempasky