



## Chancellor's Cabinet

**Mary S. Spangler, Ed.D.**  
Chancellor

**Clarence E. Brantley**  
Vice Chancellor  
Administrative Services

**George F. Keith, Ph.D.**  
Vice Chancellor  
Academic and Student Affairs

**Andrew R. Hillberry**  
Chief Information Officer

**Catherine J. Rush**  
Chief Human Resources Officer

**David P. Adams, Ph.D.**  
Interim Campus President  
Auburn Hills

**Gordon F. May, Ph.D.**  
Campus President  
Highland Lakes

**Jacqueline A. Shadko, Ph.D.**  
Campus President  
Orchard Ridge

**Martha R. Smydra, Ph.D.**  
Campus President  
Royal Oak/Southfield

**Cheryl A. Kozell**  
Executive Director  
Advancement

**Pamela L. Kramer**  
Executive Assistant to the  
Chancellor, (Resource)

**Purpose:** to keep the college community informed about issues addressed by the Chancellor's Cabinet.

### Chancellor's Cabinet (CC)

The CC meets one day each month to discuss *strategic* issues and ½-day each month to coordinate *operational* issues. The strategic meeting was held on the Auburn Hills Campus.

#### June 7, 2006, Strategic Meeting Topics

1. *June Board of Trustees (BOT) Agenda:* Prepared the draft agenda for the BOT's Executive Officers to review, finalize and distribute according to BOT policy and the Open Meetings Act. **Leaders:** entire CC
2. *Interim Cabinet Positions:* Discussion of process and considerations in recommending interim officers. **Leader:** M. Spangler
3. *Chancellor's Advisory Council Positions:* Distributed list of volunteers for staff, dean, and student seats. Individuals will be selected after the Senate selects the two faculty representatives. **Leader:** M. Spangler
4. *Schedules:* Distributed 2006-07 Board Presentation Schedule and 2006-07 Strategic Meeting Organizers. **Leader:** M. Spangler
5. *Recording Secretary for College Academic Senate:* Vice Chancellor's assistant continues as recording secretary. **Leader:** G. Keith
6. *Politics/Petitions on Campus:* Reviewed letter regarding right to collect signatures on campus, legal counsel's opinion, and importance of applying college policy consistently. Individual petitioners may not block flow of traffic and may collect signatures outside campus buildings. **Leader:** M. Spangler
7. *FMLA Guidelines:* Reviewed guidelines to ensure consistent application in college documents. **Leader:** C. Rush
8. *Pandemic Planning:* Distributed checklist of activities and discussed progress in developing a plan and disseminating information to the college. The work is in process. **Leader:** M. Spangler
9. *BCA Report:* Distributed copies of the proceedings and noted that are also posted on the web at <http://www.oaklandcc.edu/Chancellor/Reports/BCA.htm>. Copies will be distributed in the community and to OCC's legislators. **Leader:** M. Spangler

#### June 22, 2006, Operational Meeting Topics

1. *Board Meeting Follow Up:* Changes effective July 1 for D. Adams, S. Reif, L. Crews. Deans at AH will cover July.
2. *High School Superintendents' Meetings:* Intention to be represented at monthly meetings, effective Fall 2007.
3. *OCR Compliance Plan:* Good report with some voluntary activities to be submitted in response to suggestions.
4. *Chancellor's Student Art Purchase Award:* T. Ingram will assume oversight of project in Fall 2007.
5. *Organizational List:* Review of chambers and nonprofit organizations throughout Oakland County where OCC needs to have a presence. Discussion of assignments to and level of involvement with specific organizations.
6. *Oakland Schools' GM Tech Academy Use of CAD Lab:* Discussion of kind of relationship, questions to have answered and criteria for approval? Need to connect issue with planning efforts. No decision made.
7. *IIC Design Implementation Group's Recommendations:* Received change in mission statement and had no questions or concerns and also endorsed the change in title.
8. *Sunset of Associate in Applied Science:* Information item. Cabinet received and accepted recommendations.
9. *PDT Update:* One day new employee orientation and quarterly return for developmental items. Cabinet to release staff to attend mandatory orientation sessions. Fall admin/mgt in-service to include contract negotiations changes and web advisor training.
10. *Childcare:* Transfer to Student Services effective 7/1/06. Document of activities in process will be shared with student service leadership.
11. *Bookstore Naming:* Approved changing the store name to "Raider's Store-Your Campus Connection."

### Chancellor's Campus Visit Schedule

Members of the OCC family are encouraged to visit the chancellor when she is on campus. All dates and times are subject to change. Please check your e-mail for the latest information.

There are no visits scheduled for July and August 2006. There will be no Chancellor's Update for the months of July and August. The next update will be posted the first Monday in October and cover the meetings in September.



# Chancellor's Advisory Council

**Mary S. Spangler, Ed.D.**  
Chancellor

**Clarence E. Brantley**  
Vice Chancellor  
Administrative Services

**Janice L. Brown-Williams**  
Director  
Student Services

**Beatrice V. Catherino**  
Faculty  
Academic Senate

**Lloyd C. Crews**  
Academic Dean

**George F. Keith, Ph.D.**  
Vice Chancellor  
Academic and Student Affairs

**Tahir B. Khan**  
Faculty  
Academic Senate

**Cheryl A. Kozell**  
Executive Director, Advancement  
Coordinator, Strategic Plan

**Gordon F. May, Ph.D.**  
Campus President  
Highland Lakes

**Mary Ann McGee**  
Chairperson  
College Academic Senate

**Rocio Oxholm-Flores**  
International Student Advisor

**Barbara A. Sadecki**  
Faculty Secretary

## Advisory Students

**Michele Berry**  
**Maria Dominguez Gomez**  
**Farias**

**Frank Johnston**  
**Kristina Lentz**  
**Suzanne Parini**  
**Miranda Webster**

**Purpose:** to keep the college community informed about issues addressed by the Chancellor's Advisory Council.

## Chancellor's Advisory Council (CAC)

CAC generally meets the first Friday of each month to provide the Chancellor an opportunity to gather input on strategic and operational issues. Minutes are recorded, approved at the next meeting, and then posted on InfoMart. CAC operates by consensus. Membership is representative. Meetings are open to the entire college community.

## June 9, 2006, Report on CAC Activities

1. *Adjunct/Classified Staff Overtime* – Lengthy discussion of federal law requirements, college's options, impact on classified staff and adjunct faculty, financial considerations, and Cabinet review and recommendation. The college consulted with attorneys regarding the issue and is following the law under the Fair Labor Standards Act. This decision represents a savings of \$80,000 and is only a piece of a larger overtime collegewide expense of \$1,850,000.
2. *BCA Report:* – Distributed copies of the proceedings and noted they are also posted on the web at <http://www.oaklandcc.edu/Chancellor/Reports/BCA.htm> Copies will be distributed in the community, at the College Academic Senate meeting, and to OCC's legislators. Discussion of implications for curriculum development and new programs.
3. *Strategic Planning* – E-newsletter was distributed collegewide. It identified recommendations recently forwarded to CPC for consideration.
4. *Report from CPC* – In the process of reviewing several strategic planning task force recommendations and will be meeting twice a month to conduct an operational and a strategic meeting.
5. *Student Report* – Miranda Webster will continue to be a study group leader during the summer months. Maria Dominguez Gomez Farias is working with Kathie House to set up an Hispanic celebration program at the Auburn Hills Campus. It will include several special events throughout the year.
6. *Report on Mackinac Policy Conference* – Cheryl Kozell attended and noted that regionalizing everything including education was a hot topic of conversation.
7. *Status of CAC Volunteers* – 12 individuals volunteered for open seats on the Council. Names will be selected after the Senate selects two faculty representatives. Two staff are completing their terms. Student positions are open.
8. Mary Spangler thanked the Chancellor's Advisory Council members for their contributions throughout the year.

## Chancellor's Advisory Council 2005-06 Schedule

Members of the OCC family are invited to attend these open meetings with supervisor approval.

DATE	MEETING	TIME
July/August	No meetings scheduled	Called if and when critical issues arise

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**Vision 2002 - 2007**  
Oakland Community College puts students  
first so they reach their highest potential.  
We are a caring college that values  
innovation, high quality service, and  
professionalism at every level.