



2004-2005 COLLEGE ACADEMIC SENATE

MINUTES OF OCTOBER 28, 2004
Southfield Campus

The College Academic Senate was called to order at 3:25 p.m. by Chair Gerry Faye. The following individuals were present:

Auburn Hills:	R. Bowden, H. Broesamle, P. Hale, B. Konopka, R. Muro, J. Pardon, G. Rockind, R. Ston
Guests:	M. Abuhassabu, S. Dry, S. Konopka, P. O'Connor
Student:	J. Christofel
District Office:	B. Beitler, G. Haw, L. Nadlicki, M. Spangler
Guests:	M. Doppke, G. Keith
Highland Lakes:	D. Fiems, B. Griggs, S. Hanna, C. Maze, B. Moss, K. Robinson, M. Ston, G. May
Guests:	M. Chodan
Orchard Ridge:	J. Berry, R. Brown, G. Faye, T. Ingram, M. Kokoszka, M. McGee, D. Schmeichel, D. Sobol, N. Valenti
Guests:	T. Walter
Royal Oak/Southfield:	D. Bartleman, L. Crews, M. Lawless, L. Linden, D. McRoberts, R. Nagler, M. Vollbach
Guests:	C. Benson, L. Hitchcock, G. Langer, D. Mathews, S. Reif, A. Sargeant

2) Acceptance of Agenda:

MOTION: To accept the agenda as written. Seconded, passed.

3) Approval of Minutes:

MOTION: To approve the minutes of September 30, 2004 as written. Seconded, passed.

4) Leadership:

No formal report was made.

5) Presentation:

- SOAC Report on February 2004 Assessment Week

Pat O'Connor gave a Power Point presentation on "General Education Assessment 2003-2004 – An Analysis of Oakland Community College's General Education Attributes."

Definition

General education is a program at OCC; therefore, it needs to be assessed to improve future student learning.

Kinds of Assessment

- Classroom
- Discipline
- Program

Purpose

- General Education is a primary component of all degrees offered at OCC.
- General Education courses constitute 55.6% of all credit hours offered.
- The 10 (17) General Education Attributes are the learning outcomes associated with the General Education Program (the 10 attributes were listed).
- Assessment of these Attributes measures the efficacy of General Education at OCC.
- General Education Assessment leads to:
 - Improved Student Learning
 - Improved Pedagogy
 - Curricular Improvements

Background

- College Senate approved the use of the ACT College Outcomes Survey as an indirect measure to assess the 10 General Education Attributes.
- College Senate approved the use of the ACT CAAP as a direct measure to assess writing and critical thinking.
- OCC's first annual assessment week occurred the second week of February, 2004.
- Three assessment measures were used during Assessment Week 2004.

Questions

A request was made that feedback of what happened during Assessment Week 2004 be provided because not all of the faculty have been able to attend the workshops offered that provide this information.

ACTION: The Senate Chair asked Pat O'Connor to provide a written report which summarizes the feedback and data of Assessment Week 2004.

6) Old Business:

- CCSSE Survey

George Keith reported that a motion regarding the CCSSE Survey was lodged at the September College Academic Senate meeting. The motion was brought forward for action.

MOTION: That the College Senate endorse the concept of a testing process using CCSSE. Seconded.

Discussion followed.

- Concern was expressed that if a student didn't return the form, their grade would be held up. A student's grade would not be withheld.
- There is some duplication in the types of questions that students will answer in the CAAPT test and CCSSE test. However, the instruments seek different end results.
- The data results of the CCSSE will be available on-line.
- How many like institutions are participating? Over 150.
- The CCSSE will help answer what kinds of things the College can do to engage students in the learning process.
- CCSSE determines the class selections.
- The CCSSE will be given in April 2005.
- The faculty would like a description of how the test will be administered/distributed as soon as the information is available.

The question was called. Motion passed (31Y, 9N).

7) New Business:

- Enrollment Management

Mary Ann McGee introduced the topic of Enrollment Management and provided the following three questions for Senate discussion:

1. What is the optimal relationship between the physical capacity of the institution, student headcount, full-time enrollments, distribution of enrollment across disciplines, revenues, and expenditures?
2. Should enrollment be limited in any way other than by the availability of seats in courses? By type of student, program, or admissions status?
3. What would the ideal OCC student body look like?

Mary Ann McGee also reported that enrollment management is not something OCC has been doing in a very proactive way. Conversations need to occur college-wide regarding this topic. Chancellor Spangler reported that as part of the Strategic Plan, there will be a

task force established to develop an Enrollment Management Plan for the College in spring 2005.

MOTION: To create an ad hoc committee to formulate issues regarding Enrollment Management with a sunset date of April, 2005. Seconded, passed.

ACTION: The Campus Senates were asked to solicit volunteers and give the names to Mary Ann McGee at the November Senate Leadership meeting.

- Motion SOAC: February 2005 Assessment Week Activities

Pat O'Connor introduced the following motions:

MOTION: That the Senate endorse the week of February 14-17 for Assessment Week 2005 that will be run outside of class time. (1)

MOTION: That the Senate endorse the ACT Student Survey and the CAAP Science Reasoning Test for use in Assessment Week 2005. (2)

Discussion followed. **The first motion was seconded and passed.**

Pros and Cons were discussed regarding the second motion: **The question was called. The second motion was seconded and passed (19Y, 17N).**

The Senate Chair asked for purpose of legitimacy that the vote on the second motion be taken again. Only elected senators can vote. **Motion failed (19N, 15Y).**

George Keith introduced the following motion:

MOTION: That the Senate endorse the ACT Student Survey, CAAP Science Reasoning, and CAAP Critical Thinking and Writing tests for use in Assessment Week 2005.

MOTION: A friendly amendment was made to the motion to eliminate the CAAP Writing test. Seconded, passed.

- Motion HL Campus: Procedures to Elect Faculty to the Chancellor's Advisory Council

Karen Robinson presented the following motion from the HL Campus Council on Procedures to Elect Faculty to the Chancellor's Advisory Council:

MOTION: Recommendation: That relevant groups should choose their own representatives.

- **Individuals nominate themselves.**
- **The entire membership of each group vote to select the representative. Seconded.**

Karen Robinson clarified the motion that all faculty would be eligible to be nominated and all faculty would vote for the representatives to the CAC.

The motion passed.

- Motion HL Campus: Discussion of the College's Overall Goals for Instructional Technology

Karen Robinson presented the following motion from the HL Campus Council:

MOTION: That the College Academic Senate facilitate a discussion of the College's overall goals for instructional technology, taking into consideration the following issues (8 items were identified).

MOTION: To table the motion stated above until the Campus Senates have added more issues and discussed how to structure. Seconded, passed.

The Campus Chairs will make a report at Senate Leadership when they have information to share.

- Motion HL Campus: Revision to Schedule of Classes

Karen Robinson presented the following motion from the Highland Lakes Campus Council:

MOTION: That the Schedule of Classes show the start date and the number of weeks of each class and exclude the end date.

Discussion followed against the motion.

MOTION: A friendly amendment was made to table the motion and refer it to Enrollment Services for a solution by January, 2005. Seconded, passed.

- Motion OR Campus: Committee to Develop Procedures for Closing a Campus

Mary Ann McGee presented the following motion from the OR Campus Council:

MOTION: That procedures for the non-emergency closing of campus be reviewed and clarified.

MOTION: A friendly amendment was made to table the motion and refer to Campus Senates for discussion. Seconded, passed.

8) Standing Committees:

- *Curriculum/Mary Kay Lawless*

MOTION: To accept the consent agenda. Seconded, passed.

Mary Kay Lawless reported that the College Curriculum/Instruction Committee would like to recommend to administration that:

- Program changes, including the addition of new programs, become effective with the academic year.

- All other changes will be effective upon curricular process approval; however, enforcement of added prerequisites will be effective with the next printed catalog.

MOTION: To lodge the recommendations above and send to the Campus Senates for discussion. Seconded, passed.

- *Curriculum Review/Gail Mays*

Gail Mays reported the following:

- The CRC will meet twice during the fall semester.
- There are no reviews scheduled for fall; four reviews will be scheduled winter semester.
- The CRC is working on a timeline, and how to connect curriculum review and SOAC.

- *Student Outcomes Assessment/Patrick O'Connor*

No report.

- *Diversity/Sharon Blackman*

Lloyd Crews reported the following:

- Dr. Frank Wu, the guest speaker at the college diversity kick-off workshop was a success. Approximately 100 people participated and they received 2 SDUs.
- On January 14, 2005 there will be a Martin Luther King, Jr. convocation at 2:00 p.m. at the OR Campus. There will be a keynote speaker and winners of the Martin Luther King essay contest will be announced.
- The essay deadline for students is December 10th and the three winners will be notified before the end of the fall semester.
- The Diversity Committee is working on a diversity calendar.
- April is Cultural Diversity month and several events will be planned.

- *TMC/Gladys Rockind*

Gladys Rockind reported that the TMC is setting up subcommittees to make proposals on academic technology; distance learning is at the top of the list. The next TLTR will take place on October 29th at the SF campus. It will be a Hands-On Alley: Ubiquitous Technologies in our Classroom.

9) Ad Hoc Committees:

- *Student Life/Lane Glenn*

Jim Berry reported the following:

- The Student Life Committee has been reviewing the recently submitted Fundable Proposals projects, and will be notifying applicants by tomorrow. A full description of funded projects will be available at the next Senate meeting.
- The first speaker in the college-wide Speakers Series is appearing tonight at 7:00 p.m. on the AH campus in F-123. Michelle Garb, a comedienne and lecturer will present "Fat Brain – Skinny Body," a presentation on eating disorders.

- The second speaker will be Mary Lightfine. Her presentation is entitled “Nurse without Boundaries,” and it will be at the HL campus on November 15 from noon until 1:00 p.m. in the Student Center Arena.
- The Student Life Emler will make its first appearance in early November.

- *General Education/Rick Bowden*
No report.

10) Administration:

Chancellor Spangler reported the following:

- Faculty and students are invited to attend the University Presidents’ Luncheon on Monday, November 8th at Cobo Center. The speaker will be Dr. Gary Russi, President of Oakland University. The event is sponsored by the Detroit Economic Club. If interested in attending, please contact Gerry Faye or George Keith.
- At the next Board Meeting the trustees will vote to hire a lobbying firm to represent the College in Washington, D.C.
- The Chancellor’s Advisory Council endorsed a proposal to use some money from new initiatives to purchase student art work to be displayed at the various sites. Further information on this topic will be provided at the next College Academic Senate meeting.

11) Community Comments:

None.

12) Adjournment:

Meeting adjourned: 5:00 p.m.

Respectfully submitted,

Nick Valenti, Secretary

Nancy K. Szabo, Recording Secretary