

# Oakland Community College

2011-2012 COLLEGE ACADEMIC SENATE  
MINUTES OF September 22, 2011  
Highland Lakes Campus

The College Academic Senate was called to order at 3:20 p.m. by Chair Mary Ann McGee. The following individuals were present:

Auburn Hills:	C. Decker, S. Dry, J. Farrah, M. Fether-Samtouni, P. Hale, B. Isanhart, B. Konopka, J. Mousty, H. Tanaka, P. Dolly
Guests:	L. Huber, M. Kersten-Hart, N. Showers
District Office:	L. Appelt, G. Harris, M. Schmidt, T. Meyer
Guests:	R. Holcomb, T. McCauley, S. Miller
Highland Lakes:	E. Fett, T. Garcia, S. Hanna, J. Helminski, R. Lamphear, G. Mandas, C. Maze, G. May
Guests:	J. Baldwin, N. Barkell, V. Emanoil, B. Griggs, B. Guenther, R. Lamphear, E. McAllister, L. Przymusinski, K. Stanley, L. Stark, K. Stilianos, M. Ston
Orchard Ridge:	T. Baracco, T. Ingram, M. Kokoszka, M. A. McGee, C. Nykamp, L. Roberts, D. Strand, R. Wright, J. Shadko
Guests:	G. Faye, D. James, T. Walter
Royal Oak/Southfield:	E. Abbey, R. Lamb, K. Lee, H. Othman, S. Reif
Guests:	R. El Shaer, M. K. Lawless, J. Matteson, C. Sanford-Brown, M. Smydra, B. Stanbrough

2) Acceptance of Agenda:

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

3) Approval of Minutes:

**MOTION: To approve the minutes of June 23, 2011 as written. Seconded, passed.**

4) Leadership:

- Chair Mary Ann McGee welcomed everyone to the first CAS meeting of the fall semester.

She provided the following updates:

- **Implementation of ENG 1510 Requirement**

Last year the Senate passed a motion to endorse a policy that requires an English 1510 placement for college-level course work; fall 2012 is targeted as the implementation date. Concerns regarding implementation were brought to Chancellor's Cabinet. This is a major policy change that involves technical implications as well as offering more courses. Dr. Holcomb has a taskforce working on the implementation process. However, the Chancellor may need to ask for additional time/resources to carry the recommendation forward.

- **Senate Leadership Sub-committee**

Last year the CAS adopted a "Proposed SLRC/CRC Process" for this academic year. The "Proposal to Re-Charge SOAC and CRC" was put on hold because the processes were unclear, the campuses were confused by the re-charge information, and further information needs to be provided. Senate Leadership formed a sub-committee to look at defining the work of the standing committees of the Senate and the recommendations/ideas will be brought to Senate for consideration. The Constitution is flexible regarding the standing committee structure.

- **CASSC**

Senate Leadership requested a "Report from CASSC" be a standing item on the Senate Leadership agenda. CASSC is reactivating the following pending issues from last year or longer:

- Elimination of the graduation fee (looking into restructuring)
- Limiting the number of duplicate sections that students can enroll in at one time
- Revisiting year-round registration
- Implementation of a student payment plan (Nelnet)
- Active student ID's with a picture

5) Presentation

- **HLC Accreditation Update**

Mary Ann McGee gave a PowerPoint presentation on "HLC Accreditation Update – Fall 2011." The following information was highlighted:

- **Where we are:**

Re-accredited for 10 years in 2008

- Cited for 2 issues:
  - Board Governance
  - Assessment

To avoid a focus visit, OCC agreed to participate in an Assessment Academy (SLA). Re-accreditation was under the PEAQ model which is now discontinued but the criteria remain much the same.

- HLC Open Pathways – New accreditation process
- Open Pathway Components
  - Assurance Process
  - Improvement Process
- Improvement Process Proposal
- Criteria Core Values (10 listed)
- What’s next for OCC?
  - Originally scheduled for a site visit in 2018-19
  - Entering new program – in year 5 of cycle
  - A quality report is due at the end of this year

The Senate will be asked to assist in defining the project to focus on quality improvement.

- State Community College Metrics

Nancy Showers provided a PowerPoint presentation on “Community College Performance Metrics – Prepared for College Academic Senate September 22, 2011.” She highlighted the following:

- Measurement at OCC
  - OCC planning efforts supporting renewed focus on KPIs (Key Performance Indicators)
  - Increasing our efforts to understand our performance in comparison with like institutions
  - Campuses are aligning their work to support KPIs and help ‘move the needle’
- Accountability
  - Increasing emphasis on metrics for accountability – national and state
  - Impacts OCC at many levels, for example:
    - State and federal reporting requirements
    - Funding
  - Ongoing related initiatives
- Student Success Center
  - Provides state-level support to 28 community colleges to connect stakeholders and provide linkages between practice, research and policy
  - First effort was to identify measures for Governor’s Educational Dashboard
- Final Community College Performance Measures (a chart was provided that included: 4 Performance Measures, OCC and State percentages)
- For additional information on Measuring Michigan’s Performance – <http://www.michigan.gov/midashboard>
- Questions/Comments? - contact Nancy Showers, Office of Institutional Research at ext. 4731

6) Old Business

- Academic Redesign Update

Mary Ann McGee reported that there were a number of issues raised by the Senate about Academic Redesign – where we are and the plans to move forward. Dr. Holcomb provided the following update on Academic Redesign:

- The answers to the questions that were asked last year regarding the Academic Redesign process will be included on Infomart and the Vice Chancellor’s webpage. He is still in the process of writing the context around the questions asked.
- The college is moving forward with some of the recommendations that came from the SSSRT and ART as follows:
  - Digital Imaging
  - Student ID’s
  - New Catalog Software – looking at what information can be stored on Datatel, and better software programs that communicate with each other and articulate better to students
  - Creating an Academic Handbook of Policies
  - AtD (Achieving the Dream) – Mandatory Orientation (college-wide)
  - Data sets – expanded to a window of 10 years instead of 3 years
  - Reviewing Dashboard data
  - Academic Master Plan – will include items from the Strategic Plan, Redesign, HLC, and a lot of ideas will be taken directly from CAMP. **If interested in participating in the AMP group, please e-mail or call Nancy Szabo at ext. 2054.**
- At Discipline Day, disciplines and programs will receive a series of forms to be completed by faculty for the academic programs being reviewed (programs that haven’t had any graduates during the past few years). In order to move forward the faculty will be asked to complete questions and respond to requests regarding the forms. We need to determine whether or not to revitalize the program or eliminate it. Once the process is outlined, it will go to Senate for review.

#### 7) New Business

- Recharge of General Education Outcomes Committee

Leslie Roberts distributed the “CAS 2011-2012 Report from the CAS Ad Hoc General Education Committee.” She highlighted the following recommendations for 2010-2011 from CAS:

- Pilot the GE form for review of GE outcomes and courses.
- Follow up on draft of GE criteria pilot with CIC.
- Collaborate with CIC, SOAC regarding core questions with SLA, CIC, GE and SOAC forms.
- Review GE Distribution List:
  - Research other community colleges and universities format.
  - Consider models of MACRAO, GE Outcomes etc. for the GE distribution list.

Leslie Roberts, on behalf of the GE Outcomes Committee presented the following motion:

**MOTION: To re-establish the General Education Outcomes ad hoc committee for the 2011-12 academic year. Seconded.**

### **The motion passed.**

The ad hoc committee meets on the second Friday of the month at 11:30 a.m. at the District Office. More membership is needed to serve on the committee. If interested in joining, please contact Gail Mays.

#### 8) Standing Committees:

- *Academic Master Plan/Shawn Dry*

Shawn Dry reported that the committee's first meeting is scheduled next week and he will provide a more extensive report at the October CAS meeting. He sent an e-mail to the campus planning groups and asked them to work on Academic Planning and implementation.

- *Curriculum/Mary Kay Lawless*

Mary Kay Lawless reported that the committee met on Monday, September 19<sup>th</sup> and they discussed what they are going to work on this year. She encouraged changes to curriculum/new courses be brought through the Curriculum Committee soon because information for the catalog is due March 5<sup>th</sup>.

- *Curriculum Review Committee /Karen Lee*

Karen Lee reported that CRC will continue to move forward and work on their "SLRC Pilot" for this academic year that was passed by the CAS. They are working with OAE to identify disciplines/programs to go through the review process. Committee members are needed, specifically from the OR Campus. The committee meets on the first Friday of the month from 9 a.m. – 12 noon at the District Office.

- *Student Outcomes Assessment/Robert Lamphear*

Bob Lamphear reported the following:

- SOAC held their first meeting this academic year last week.
- Marty Orłowski and Cathey Maze provided a historical overview of SOAC and the HLC.
- The Aesthetic Awareness Rubric was moved from approved status to development status allowing for further modifications recommended by faculty.
- Tom Pryor will be leading efforts for the 2012 essay contest.
- Goals for this year were discussed; the committee would like to finalize the effort initiated last year for the SOAC/CRC (SLRC) Curriculum recharge.

- *TMC/Judy Matteson*

Judy Matteson reported that the Board approved "Desire2Learn" in lieu of Blackboard and Educator. Transition to the new course management system will be during winter and summer 2012, and full implementation will be fall 2012. An overview of "Desire2Learn" will be held on Friday, September 30, 2011 at the AH Campus from 9 a.m. – 12 noon in F-122. The faculty were encouraged to attend and SDU's will be awarded for attendance.

#### 10) Ad Hoc Committees:

- *General Education Outcomes/*

No additional report.

11) Administration:

- Chancellor Meyer addressed the Senate and welcomed everyone to fall semester. He indicated that these are historic times at OCC – enrollment is up and we continue to do more with less in a rapidly changing environment. We are rising to the challenges and focusing on things to change the lives of our students. AtD is focusing on “student success.” There are a lot of legislative changes that we have no control over that will affect funding, for example “cut scores” (the boundary between literacy and what the State considers developmental ed on ACT and COMPASS scores), and changes in HR legislation (80/20) around healthcare provisions. OCC needs to get involved in legislation; we need to anticipate and try to influence change. The college will have consequences to pay if we do not implement the legislative changes.

Chancellor Meyer also reported the following:

- A new Vice Chancellor of External Affairs will be appointed soon. This is not a new position; Cheryl Kozell’s position was retitled and revamped. The person will be in charge of external relationships with the external community.
- Infomart has a “new face.”
- Dr. Holcomb will be attending and speaking at Discipline Day on behalf of the Chancellor.
- “Magic” Johnson attended a job fair at the OR Campus earlier today. Johnson Controls has approximately 100 job openings throughout the state and he is helping promote the efforts. “Magic” has outstanding charisma and he embraced the students by doing a “magical job.” Executive L. Brooks Paterson also attended the event. OCC received a lot of great recognition/publicity that is contributed to the employees’ hard work.

12) Community Comments:

- Sally Hanna reported the following on behalf of the College Committee for Diversity:
  - There will be a College Committee for Diversity and Inclusion speaker before Discipline Day (October 14<sup>th</sup>) at 10:00 am at the OR Campus in the Smith Theatre. John Brown, Interim Superintendent of the Pontiac School System, will speak about the challenges of working with students in a primarily minority school district and the lessons community college faculty can learn. A flyer will be sent out soon with more details.
  - She thanked all the staff who completed the diversity climate survey. A similar survey may be sent out to students next year. An executive summary of the survey results will be available very soon.
  - The committee is working on developing a new course in diversity, and finding a speaker for the Martin Luther King, Jr. convocation.
  - The committee has taken on a new structure. Participation in the committee was encouraged. The next meeting is scheduled for Friday, September 23 at 10:00 a.m. at the Guest House; if interested in joining, please contact Sally Hanna.
- Terry McCauley announced that the OCC Public Safety Department will be conducting an Emergency Alert test on Tuesday, October 4<sup>th</sup>, at approximately 10:00 a.m. An e-mail was sent out to all college employees that included information for

- registering or updating your contact information to receive the emergency messages. Employees were encouraged to sign-up and asked to remind students.
- Gordon May announced that he presented at an NCBA A 2011 Regional Conference in Cincinnati, Ohio - "From Access to Completion: Leadership and Action Strategies for Student Success." Those in attendance were interested in OCC's AtD initiatives.
  - Laurie Huber announced that the OCC Women's Volleyball team is currently ranked second place in the National polls for the NJCAA. She thanked all those who show support by attending the athletic games/events.

13) Adjournment:

Meeting adjourned: 4:30 p.m.

Respectfully submitted,

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Marilynn F. Kokoszka, Secretary

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Nancy K. Szabo, Recording Secretary