



CHANCELLOR'S ADVISORY COUNCIL
September 3, 2004
9:00 – 11:00 am
District Office, Board Room
AGENDA

A. CHANCELLOR'S COMMENTS

- 1) October 1st meeting time (2 – 4 pm)
- 2) Acceptance of the 8/20/2004 Meeting Notes
- 3) Detroit Economic Program of Speakers, 2004-2005 (handout)

B. RECOMMENDATION ITEMS

- 1) Graduation Date Report/D. Adams and S. Linden

C. INFORMATION ITEMS

- 1) Strategic Planning Task Forces Update/G. Keith (for A. Hillberry)

D. DISCUSSION ITEMS

- 1) CCSSE Survey (packets)/M. Spangler
- 2) Student Art Purchase Program(discussion of handout)/M. Spangler

E. STAKEHOLDER ISSUES

- 1) Faculty
 - a) Feedback on CCSSE
- 2) Staff
- 3) Students
 - a) Feedback on the registration process
- 4) College Officers

F. COMMENTS

G. FUTURE ITEMS

- 1) Appreciative Inquiry
- 2) Meeting Location (to rotate location or not)
- 3) Student Life



CHANCELLOR'S ADVISORY COUNCIL

Friday, September 3, 2004
District Office, Board Room
9:00 a.m. – 11:00 p.m.

MINUTES

CALLED TO ORDER BY: MARY SPANGLER, CHANCELLOR

TIME: 9:00 A.M.

Present:

CAC Members:

Michele Berry, Student OR
Clarence Brantley, Officer, DO
Janice Brown-Williams, Staff, AH
David Dell, Staff, AH
Gerald Faye, Faculty
Andy Hillberry, Officer, DO
George Keith, Officer, DO

Gordon May, Officer, HL
MaryAnn McGee, Faculty, OR
Suzanne Parini, Student, AH
Alex Prokic, Student, HL
Barbara Sadecki, Staff, RO
Paul Salgado, Student, OR
Mary Spangler, Chancellor, DO
Mary Ston, Faculty, HL

Guests:

Dave Adams, DO
Jim Berry, OR
Linda Churchill, DO
Steve Linden, DO
Stella Malkowski, DO

Absent:

Andy Hillberry, Officer, DO (excused)
Sandra Spicko, Student
Leah Yurasek, Student

Next Meeting: October 1, 2004, 1:30-3:30 pm, District Office – NOTE ONE-TIME TIME CHANGE

A. Chancellor's Comments/Announcements

1) October 1st Meeting Time:

Chancellor Mary Spangler advised that the time for the next Chancellor's Advisory Council meeting (October 1, 2004) will be changed from 9:00am slot. The members agreed that 1:30pm for this meeting was acceptable.

The Chancellor asked for comments on the format of the minutes from the first session.

Consensus is:

- Email is an effective method for distribution
- Overall format of the minutes is acceptable

Suggestions/comments included:

- Add page numbers to the minutes.
- Bring extras copies of the last session minutes to each meeting.

B. Recommendation Items

1) Graduation Date Report/D. Adams and S. Linden:

Discussion involved issues of:

- Moving the date to accommodate students and faculty representation.

- Facility issues with the Palace- Conflict with the Pistons Playoffs schedule. The 15th, 20th & 22nd are available, but the NBA is changing the play off schedule, so dates may become unavailable. The 17th of June is open with no foreseeable conflict.
- Other possible locations [DTE, Silverdome]- Do not offer feasible accommodations.

Outcome:

- Graduation will be held now on June 17th at the Palace.

Recommendation:

- Move event to May – as early as possible- if date becomes available within the next few months.

C. Information Items

1) Strategic Plan Task Forces Update/G. Keith:

Vice Chancellor George Keith gave an overview of the Strategic Planning process in order to inform and update the CAC members. He provided a hand out which outlined the 7 Goals and the objectives to be achieved over the next 5 years, along with a breakdown of the current task forces formed for each objective defined in its inaugural year (2004).

He explained the selection process of the goals, the establishment of the objectives under each goal and to whom the task force membership invitations were extended. In this preliminary process, the main concern of the college was to have diverse, and yet balanced, teams of external and internal members working toward the achievement of issues of note to the college and its students in pursuit of academic excellence. Each current and future task force will be enlisted to constantly strive to refine and achieve each goal as we move forward in the coming years.

Although the membership for the 2004 Task Forces is now full, the selection process is on a rolling basis, and therefore, there will be many other opportunities to join a team for future years, in addition to the prospect of being invited by a Co-Chair to speak at a task force meeting, should his or her expertise in a certain area be required.

Suggestions/comments included:

- Putting the minutes and progress reports of the task forces in a public folder accessible through Outlook.
- Creating a quarterly newsletter to update the public on the progress of the Strategic Plan.

2) Detroit Economic Club Speaker Luncheons/M. Spangler

A handout was given by Chancellor that listed the speakers participating in the Detroit Economic Club's (DEC) Luncheon series through the end of this year. Due to the college's membership in the DEC, 25 additional "student tickets" are available and include a private reception. CAC members can email her to express any interest; however, a determination should be made on how to select the other students who receive the tickets.

Suggestions/comments included:

- Giving the CAC student members the opportunity to have first choice of the tickets. Vice Chancellor Keith and Gerald Faye can recommend how to distribute to other students. This suggestion was well received.

3) CMU Griffin Policy Forum

Chancellor Mary Spangler gave a preliminary handout of the panelists of an upcoming OCC event on October 19th that includes CMU President, in effort to encourage CAC members to review their calendar for their ability to attend. The forum will be held in 7:30 pm at the Orchard Ridge Smith Theater. Additional details to be provided at a later date.

4) Birmingham/Bloomfield Chamber Golf Film Festival: "Greens on Screen"

Due to our sponsorship of the Birmingham/Bloomfield Chamber and the Ryder Cup, OCC has complimentary tickets to attend the film festival featuring golf movies. Any members interested in attending to represent the college should contact the Chancellor via email. [David Dell requested the tickets].

Agenda Follow Up Items:

- Vice Chancellor Keith and Gerald Faye to provide feedback on their plan for the distribution of the remaining DEC tickets.

D. Discussion Items

1) CCSSE Survey packets/M.Spangler:

Student members of the CAC received copies of the CCSSE information packet distributed to the internal CAC members on August 27, 2004 via inter-office mail.

The Chancellor reiterated that the survey was an alternative way to put the students' responsiveness and engagement first (compared with ACT). In today's society, the merits and worth of a college are no longer judged by anecdotal, unverifiable statements. Accountability is a hot button in legislature as tax payers want to know if they are getting what they are paying for. The CCSSE provides the college with our own students' data, but also with comparative data from which to benchmark and make quality improvements.

Chancellor Spangler noted that the survey data provided could be folded back into the Strategic Plan, particularly under Goals 3 and 7 to aid their implementation and improvement. The question of whether to use this survey will also be presented to the Chancellor's Cabinet and the Academic Senate in the future; however, a decision must be made by the November 1st deadline. Mary Ann McGee spoke to the survey's significance in providing important information to the college.

Suggestions/comments included:

- Check into whether the survey can be offered on the web to avoid class interruption.
- Give a briefing at the next CAC meeting on what the Academic Senate is and what they do.

2) Student Art Purchase Program (discussion of previous handout)/M. Spangler

To be tabled for the next agenda due to lack of time.

Agenda Follow Up Items:

- Chancellor Spangler to provide findings on whether CCSSE can be administered on the web.
- Student Art Purchase Program (discussion of previous handout)/M. Spangler

E. Stakeholder Issues

1) Faculty

None presented.

2) Staff

None presented.

3) Students

a) Feedback on registration process

Great support was received for the online registration process and as the students stated that the process is quick and efficient. One student stated that she had heard from some students that they were having problems logging in, and the ability to retrieve their user id was limited. This problem was addressed by a staff CAC member who stated that there is information on the website on how to correct this and other problems students may encounter. Student suggested that the bookstore make "book packs" available for students with registration, so they can to purchase books online for in store pick up and avoid long lines.

4) Officers

None presented.

F. Comments

Suggestions/comments included:

- The agenda follow-up item to talk about feedback boxes for students on the campuses.
- Students and other CAC members expressed delight in the Student Life booklet and calendar project that was spearheaded by Lane Glenn, Academic & Student Services Dean at AH and Jim Berry, an OR faculty member. Everyone was very glad to have all of the campus events together on one master schedule.
- Students to continue to use and comment on the registration process.
- A reminder on the Pontiac Pancake Breakfast to be held on September 18, 2004. All proceeds to be put toward a scholarship fund.
- A reminder was made of OCC's booth at the Pontiac Arts Beats and Eats.

G. Agenda Follow Up Items

- A. Feedback on DEC Student ticket distribution/G. Keith and G. Faye
- B. Info on whether the CCSSE survey can be administered via the web/M. Spangler
- C. Student Art Purchase Program (discussion of previous handout)/M. Spangler
- D. Campus Feedback Boxes for Students

DEADLINE FOR SUBMITTING AGENDA ITEMS: September 24, 2004, submit to Pat Funtik

NEXT CAC MEETING: October 1, 2004, 1:30-3:30 pm, District Office

Minutes prepared by Jessica Newman
September 10, 2004