



OAKLAND  
COMMUNITY  
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## **CHANCELLOR'S ADVISORY COUNCIL**

**January 13, 2006**

**12:00 p.m. – 2:00 p.m.**

**Orchard Ridge Campus**

**Room J-305**

**AGENDA**

### **A. CHANCELLOR'S COMMENTS**

### **B. ACTION ITEMS/CRITICAL RECOMMENDATIONS**

1. Approval of Minutes of the November 11, 2005, Meeting

### **C. INFORMATION ITEMS**

1. Strategic Planning /Kozell
2. 2005-06 Suggestions for Reducing Cost or Increasing Revenue (handout)/Brantley
3. Commencement/Kramer
4. OCC Annual Report/Spangler
5. Institutional Dashboard (handout)/Spangler
6. Status Report on Joint Legislative Committee on Performance Indicators/Showers

### **D. DISCUSSION ITEMS**

1. Student Member/Spangler
2. BlackBoard for CAC/Catherino



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**MINUTES**

CALLED TO ORDER BY: Mary S. Spangler, Ed.D., Chancellor

TIME: 12:10 p.m.

<b>CAC Members:</b>	
Clarence Brantley, Officer, DO	Gordon May, Officer, HL
Janice Brown-Williams, Staff, AH	Mary Ann McGee, Faculty, OR
Beatrice Catherino, Faculty, AH	Rocio Oxholm-Flores, Staff, HL
George Keith, Office, DO	Barbara Sadecki, Staff, RO
Tahir Khan, Faculty, AH	Mary Spangler, Chancellor, DO
Cheryl Kozell, Executive Dir., DO	
<b>Absent:</b>	<b>Guests:</b>
Suzanne Parini, Student, AH	Pat Dougher, Staff,
Lloyd Crews, Dean, RO ( <i>excused</i> )	Nancy Showers, Staff, DO

**Next Meeting: February 3, 2006, 9:00 a.m. – 11:00 a.m., DO Board Room**

A. CHANCELLOR'S COMMENTS

Mary Spangler reported that a recommendation for a continuing contract with the College's national lobbying firm, Preston Gates, has been placed on the January 23, 2006, Board of Trustees' meeting agenda for approval. She distributed a copy of the 2005 Annual Report prepared by Preston Gates. She also noted that the Fiscal Year 2006 Labor Health and Human Services appropriations bill was adopted without any earmarks this year.

The Auburn Hills Campus President search committee is moving forward. Of the 46 qualified candidates for the position, 12 have been invited for an interview. Ten individuals have accepted the invitation, and interviews will begin next week. The finalists will be invited back in early March for an interview with the Chancellor, a campus forum, a reception with the Chancellor's Cabinet and community members and a dinner with the Board of Trustees. It is anticipated that the selected individual will be in place by July 1.

B. ACTION ITEMS/CRITICAL RECOMMENDATIONS

1. Approval of Minutes of the November 11, 2005, Meeting

The minutes of the November 11, 2005, Chancellor's Advisory Council Meeting were accepted as presented.

C. INFORMATION ITEMS

1. Strategic Planning

Cheryl Kozell provided an update on the College's strategic planning taskforces. The start of the next round of taskforces has been delayed as the work of those taskforces depends on the outcome of taskforces still conducting their work. In addition, several employees are being called upon for work on Higher Learning Commission committees. She distributed information on the status of all of the task forces.

2. 2005-06 Suggestions for Reducing Cost or Increasing Revenue

Clarence Brantley distributed the *2005-06 Suggestions for Reducing Cost or Increasing Revenue* and discussed the process used to obtain the information. Currently the process is included in the budget process and is facilitated by the Business Managers. The information has resulted in a cost savings to the College. The College Administrative Services Council reviews all recommendations.

3. Commencement

Pam Kramer reported that The Palace of Auburn Hills has blacked out usage dates at the facility due to the success of the Pistons. This would force the College's commencement exercises to be held at the end of June. A team of individuals visited the new Rock Financial Showplace in Novi and determined that the facility would be a quality venue for commencement. Purchasing is working to finalize the details of the contract, and once signed, a formal announcement will be made to the College community.

4. OCC Annual Report

Mary Spangler noted that the College's Annual Report will be ready for delivery no later than the second week of February. The report discusses the College's goals. A copy of the report will be distributed to CAC.

5. Institutional Dashboard

Mary Spangler distributed a piece of the College's *Institutional Dashboard Report, November 2005*. The report identifies how OCC is doing with regards to the College's purposes and goals. Each College goal and purpose was assigned a target score within a tolerable limit. A trouble score and current score allows the College to identify areas of concern that need to be addressed. The information represents the College monitoring its own process, not comparing itself to another entity. The data used for the document comes from internal and external measures. The document is meant to be used in decision making by the College as a means of monitoring our progress towards the College's goals and purposes.

Mary Ann McGee expressed concern over not having a context for the information presented and noted that it should be contextualized when it is distributed to the College community. It was noted that this information is a work in process and signals where potential problems and successes exist. Marty Orłowski will be invited to a future CAC meeting to discuss specifically the general education piece as an example to understand how the numbers were derived.

6. Status Report on Joint Legislative Committee on Performance Indicators

Nancy Showers attended a community college performance indicators task force meeting in Lansing. The taskforce, consisting of four legislators and four community college presidents, is working to restructure the state's funding formula and tying the formula to performance indicators. The committee identified access and affordability, economic development, and transfer functions as important reasons for community colleges. They discussed 18 measures and selected 5 including: degrees and certificates awarded, student contact hours, administrative expenditures as a percentage of total operating expenditures, degrees in critical fields like nursing, and enrollment and non-credit courses.

A document has been drafted and will be forwarded to the legislature. Three broad categories under which they will itemize measures include: enrollment and business efficiency, completion, and local strategic value. Finally, the committee is reviewing a system restorability figure. It has not yet been determined how this will be allocated to the 28 community colleges in Michigan. It will be necessary to make final decisions about the definitions of measures and how this will be tied to funding. Mary Spangler noted that she will keep the College updated on this process.

D. DISCUSSION ITEMS

1. Student Member

Michelle Berry, student representative to the Chancellor's Advisory Council, is currently working as a fellow with Preston Gates in Washington, D.C., thus leaving a seat on the Council vacant. The council discussed that student ambassadors and Phi Theta Kappa students could be solicited to serve on the CAC.

2. BlackBoard for CAC

Bea Catherino discussed creating a BlackBoard site for use by CAC members. CAC agreed that the site could be used as a resource to help identify topics that should be brought to the CAC meetings for discussion. Bea Catherino will work with IT to create the site.

3. Marketing

Mary Ann McGee noted that the topic of marketing was discussed at the January College Senate meeting. There was a general expression of concern that the College is not doing the sophisticated marketing that should be done. She noted specifically that the Observer & Eccentric has a regular weekly column listing happenings at Schoolcraft College. There is a general sense from Senate that the College lacks the resources necessary to do what needs to be done. This information will be shared with Dave Adams and Michelle Kersten-Hart, co-chairs of the related strategic planning taskforce.

The meeting was adjourned at 1:45 p.m.

Respectfully submitted,

Pamela L. Kramer  
Executive Assistant to the Chancellor