

2000-2001 COLLEGE ACADEMIC SENATE

MINUTES OF MARCH 22, 2001 Highland Lakes Campus

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

Auburn Hills: *H. Broesamle, G. Bryan, B. Catherino, J. Harp,
M. Lambert, J. Macri,*

Guests: *R. Muro, J. Pardon, B. Powell, M. Ston, N. Stephens
S. Blackman, S. Linden*

District Office: *C. Brown, D. Bugay, B. Giacobone, J. Harper,
R. Thompson*

Guests: *J. Campbell*

Highland Lakes: *K. Burdette, J. Cheyne, T. Dykstra, D. Fiems, T.
Dykstra, R. Grass,*

Guests: *S. Messina, K. Robinson, R. Spainhour, R. Taylor, G.
Keith*

Orchard Ridge: *G. Faye, M. Kokoszka, T. Walter, B. Zemke, E.
Callaghan*

Guests: *S. Hanna, P. Jackson*

Royal Oak/Southfield: *C. Benson, N. Boulos, K. Lorencz, G. May, D.
Niemer, S. Reif,*

Guests: *D. Rowe, B. Stanbrough, M. Smydra*

2) Acceptance of Agenda

Motion: To accept the agenda as submitted. Seconded, passed.

3) Approval of Minutes

Motion: To approve the minutes as written, Seconded, passed.

4) Leadership

All issues discussed at this month's Senate Leadership meeting will be discussed today.

5) Presentations

None.

6) Old Business

Internet Course Approval – Online Course Worksheet/K. Robinson
The Online Course Worksheet has been reviewed twice by the Highland Lakes Campus; three times by the TMC; and twice by the Senate Leadership Committee. The purposes of it are to inform the Discipline during the course approval process and to facilitate a better understanding of online instruction. Discussion points: Some items, such as the syllabus, should be completed during the release time. The process outlined in the worksheet ensures that faculty have had Blackboard training so that release time can be devoted to the development of the course. Note: Question 15 "Assignments", is intended to be a thinking piece for the faculty developing an online course. It will not be used by the Blackboard training team.

- The Campus Technology Deans are: T Ingram, RO/SF; D. James, HL; D. Doidge, OR; S. Blackman, AH.
- Suggested amendments to the online course worksheet:
 - to add a separate line for the supervising dean's signature
 - to add a glossary
- The Online Course Status Report sheet is not included in the motion. It will be brought back to the Senate after OCCFA discusses its contractual obligations.

Motion: That the College Academic Senate accept the proposed Online Course Worksheet as amended. *Seconded, passed.*

Any questions can be brought to the next Senate meeting in order to allow time to examine the document. This motion only includes the portion of the worksheet up to the online course status report. C. Brown will distribute a memo reminding faculty that courses need to be reviewed at the discipline level once per year.

Technology Appropriate Use Regulations (TAUR)

The issue of privacy was brought forward at the last Senate Leadership meeting. Subsequent to that discussion, a new privacy statement was drafted.

Motion: To amend the original TAUR document to include the privacy statement. Amendment withdrawn, supported.

Motion: To approve the original TAUR document without the privacy statement. *Seconded, passed.* This motion is made with the understanding that a privacy statement will be added to the TAUR.

Motion: To table the privacy and consequences section of the TAUR. *Seconded, passed.*

It was suggested that the TAUR be placed in the Employee Handbook and the Adjunct Handbook.

Note: Chancellor Thompson will put in writing the effective date of the TAUR.

Workforce Development Motions

These motions originated with the Highland Lakes Campus. They have been updated numerous times. The main goal is to determine the best means of supporting non-credit course offerings.

Motion#1: That the College Academic Senate establish a task force that includes non-credit curriculum representation. That this task force recommend a process to evaluate established courses in the non-credit curricula and develop an approval process for non-credit offerings. *Seconded, passed.*

Motion #2: That OCC publish for the College Community, on a semi-annual basis, a list of the non-credit courses and trainings they have offered and the number of students enrolled. *Seconded, passed.*

Faculty representatives on the College-wide Facilities Committee

The following motion was made at the February 22, 2001 College Academic Senate meeting. It is this motion that was removed from the table.

Motion: To have faculty representation on the College-Wide Facilities Committee. *Seconded.*

Discussion: The College-Wide Facilities Committee oversees the spending of the 1995 millage monies. They review the construction timeline and review the status of the major construction projects.

Move to table. Seconded, passed.

Motion: To remove this motion from the table. Seconded, passed.

Motion: Each Campus Facilities Committee Chair will serve on the College Facilities Committee. Seconded, passed.

7) New Business

- Senate Elections – Election of officers will be held in April.
- David Bugay, speaking on behalf of the Security Review Committee, asked for Senate input on the College-wide security initiative.

8) Standing Committees

- 1) Curriculum – no report
- 2) CCRC – The forms used for College Curriculum Review have changed. Campuses will review the new forms and vote on adopting them at the next Senate meeting.
- 3) SOAC – a draft of definitions was distributed for review.
- 4) Diversity – Highland Lakes is sponsoring Culture Day on April 5.
- 5) Student Life – No report

9) Ad Hoc Committees

- 1) Technology – No report
- 2) TLTR – Assistive Technology is the topic of the April 6 TLTR scheduled for the Southfield Campus.

10) Administration

Vice Chancellor Brantley and Chancellor Thompson plan to visit each site with a video presentation on the millage. There will be an April 11th media event signaling the official start of the millage campaign. Chancellor Thompson asked all to help man the 100 key precincts and stated that there will be mailings to those who voted yes in the last millage election. Two cards were developed, a support card and a friend and neighbor card. The administration welcomes financial support and is encouraging all to participate in the millage campaign. Any monies remaining after the millage passes will be used to fund scholarships.

11) Community Comments

Campus Senate Announcements

Auburn Hills – The Auburn Hills Campus is hosting an International Festival on April 12 and 13. The Design and Manufacturing Alliance (DMA) is hosting its winter staff development activity on Thursday, March 29. The theme

is “Simulation: Linking Academics, Technology and Engineering.” DMA is a partnership of the Mott, Macomb, Oakland and Henry Ford Tech Prep Consortia. This staff development activity will be held on the campuses of Mott Community College and Kettering University from 8:30 am – 3:45 pm. The registration fee is \$20.00 and those interested in attending should contact Dean Sharon Blackman.

Orchard Ridge – Brighton Beach Memoirs will be presented March 29, 30 and 31 in the Smith Theatre.

Highland Lakes – A motion was lodged supporting a College Security Force to be overseen by the Board of Trustees.

District Office – ITS is moving to Pontiac Place. District Office is planning a Cinco de Mayo celebration on May 4.

12) Adjournment: 5:00 p.m.

Respectfully submitted,

Adrienne Loftin, Secretary

Patricia J. Funtik, Recording Secretary