



2001-2002 COLLEGE ACADEMIC SENATE
MINUTES OF JUNE 6, 2002
Orchard Ridge Campus

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

Auburn Hills: Guests:	S. Blackman, B. Konopka, P. O'Connor, J. Pardon, R. Powell, M. Ston, N. Step L. Glenn, G. Rockind
District Office: Guests:	C. Brown, C. Mathews, M. McCall, R. Thompson T. Ingram
Highland Lakes:	D. Fiems, S. Hanna, V. Jones, R. Spainhour,
Orchard Ridge: Guests:	J. Berry, G. Faye, C. Flagg, M. Kokoszka, D. Sobol, N. Valenti, T. Walter, S. W B. Zemke, E. Callaghan P. Jackson, C. King, S. Lipton, U. Nwagwu
Royal Oak/Southfield: Guests:	C. Benson, N. Boulos, R. Koblin, K. Lorencz, D. Niemer, S. Reif M.K. Lawless, G. May, D. Mathews, D. Rowe, N. Ruehs

2) Acceptance of Agenda:

The following two items were added to the agenda:

1. The Online Course Worksheet for Distance Learning Courses Types I and II
2. Course Cartridge Checklist

The item titled Counselor Committee was changed to Senate Ad Hoc Committee on General Education Attributes

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

3) Approval of Minutes:

Motion: To approve the minutes of April 25, 2002. Seconded, passed.

4) Leadership:

There was no Leadership Report

5) Presentation:

There were no presentations.

6) Old Business:

“Activating Prerequisites in Colleague” - Vice Chancellor Brown noted that the English, ESL and Math discipline prerequisites are the only prerequisites being activated for Fall 2002. The remaining prerequisites will be activated in the Fall, 2003 unless the College has formal documentation deactivating them. The list of all prerequisites will be sent to faculty at their homes and faculty have until February, 2003 to decide whether or not to activate these prerequisites. Disciplines wishing to deactivate prerequisites must follow the curriculum process to do so. Once a prerequisite has been deactivated, it will be removed from the catalog.

“Student-centered” and “learner/learning centered” The motion was reviewed at each campus and the consensus is that the bullets need to be eliminated.

Taking students into consideration when making decision that affect their learning and success.

- ~~Accessibility~~
- ~~Clear communication~~
 - ~~Syllabi~~
 - ~~Catalog~~
 - ~~Instruction~~
 - ~~Office Hours~~
- ~~Civil treatment~~
- ~~Professionalism~~
- ~~On-going improvement of instruction~~
- ~~Research on teaching and learning~~

Motion: That “student-centered” and “learner/learning centered” be defined as: Taking students into consideration when making decisions that affect their learning and success. Seconded, passed.

Non Credit Task Force Recommendations

Motion: To table until September. Seconded, passed.

Senate Ad Hoc Committee on General Education Attributes - This newly formed committee conducted its first meeting in May. Noreen Ruehs was elected as chair. Not many students were affected by OCC's new general education requirements rule. However, the process needs to be simplified. Students should not be denied graduation simply because they failed to meet OCC's general education requirements.

The following recommendations were proposed by the Committee on General Education Attributes:

- No student in the 2002-2003 year should be denied graduating due to attribute requirements.
- A Waiver process will be developed for the attribute requirements through the Office of Vice Chancellor of Academic & Student Affairs.
- All waivers will be forwarded to Advancement Group for statistical analysis.
- Focus groups for students will be set up.

Motion: To accept the proposed recommendations. Seconded, passed with the intent that action be taken.

OCC Flag

Motion : To set up an ad hoc committee to study the issue officializing the OCC flag. No second. Motion dropped.

Online Course Worksheet for Distance Learning Courses Types I and II

Motion to amend the proposal to include the following:

Include the statement that all sites will meet ADA requirements.

Include the statement that all the following signatures must be complete (under sign-off)

Discipline *or* Department will be changed to Discipline *and* Department (two distinct signature lines).

Seconded, passed.

Student Life focus groups were completed and the information obtained from them is available. Representatives from Senate Leadership, the Student Life Task Force and the Student Life focus group facilitator will meet to discuss the conclusions of the

focus groups. After all the appropriate consultations are complete, the senate will move forward to determine the steps to implement student life. Students who participated in the focus groups all asked for a means for regular communication with the College. Campuses need not stop current student life activities.

Course Cartridge Checklist – The College Senate has not discussed the course cartridge checklist. This topic will be reviewed in September.

7) New Business:

2002-2003 Senate Calendar – More meetings were scheduled into the 2002-2003 Senate calendar. A recommendation was made to accept the calendar.

Motion: To accept the 2002-2003 Senate Calendar as presented. Seconded, passed.

8) Standing Committees

Curriculum Committee/R. Spainhour

Motion: To approve the consent agenda. Seconded, passed.

The revised Curriculum Handbook was lodged with the Senate. Great effort was made to reduce the number of pages of the handbook.

Motion: to send the revised Curriculum Handbook to the campuses for review and to return it to the Senate in September. Seconded, passed.

Curriculum Review/R. Powell

- MHA/SW presented by Gail Palmer – program review is complete.
- HUM (Religion) Courses presented by Jim Cool – program review recommendations are in process.
- HUM(Art) will be presented by Edna Garte on June 7, 2002.
- ESL will be presented by Ildiko Thomas and Jennifer Craft in January 2003
- MMT Multi-Skill Manufacturing Technology will be presented by Bob Powell in February, 2003.

To date, 20 out of a total 44 programs have been reviewed.

SOAC/P. O'Connor

The committee is still in the data gathering phases. P. O'Connor thanked everyone for their support. Outcomes assessment is a serious tool we can use to improve student learning.

Diversity/M. Smydra

The Diversity Committee is working on its annual report to be shared with Chancellor's Council.

TLTR/P. Briggs

Patti Briggs did an outstanding job as Chair of the TLTR. D. Neimer will chair the TLTR in 2002-2003.

10) Ad Hoc Committees

No Report

11) Administration

Chancellor Thompson noted that OCC will experience a significant loss due to Carol Brown's departure to become president of Waukesha County Technical College. Pending approval by the Board of Trustees, George Keith will become Vice Chancellor for Academic and Student Affairs. A committee was formed to conduct the search for a president for the Highland Lakes Campus.

Gerry Faye said, "OCC will experience a terrible loss at Carol's leaving. She has shown more energy, more drive more spunk and she has a fabulous intelligence."

Carol Brown thanked everyone for a wonderful 9 years. Carol said, "I feel blessed to have worked with everyone at the College. We sometimes forget how really good we are."

Motion: To appoint D Niemer, D. Fiems, M. Ston, and G. Faye to represent faculty on the Chancellor's Selection Committee. Seconded, passed.

12) Community Comments

Auburn Hills – No Report

Highland Lakes – No Report

District Office – No Report

Orchard Ridge - Uche Nwagwu will be a student representative for the Academic Senate.

Royal Oak/Southfield - No Report

12) Adjournment: 4:35 p.m.

Respectfully submitted,

Marilynn Kokoszka, Secretary

Patricia J. Funtik, Recording Secretary