



2002–2003 COLLEGE ACADEMIC SENATE
MINUTES OF FEBRUARY 13, 2003
Orchard Ridge Campus

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

Auburn Hills:	R. Bowden, L. Glenn, S. Miller, P. O'Connor, M. Ston, S. Blackman
Guests:	R. Powell
Highland Lakes:	D. Fiems, B. Garnsey, R. Grass, B. Griggs, C. Maze, K. Robinson, R. Spainhour, G. May
District Office: Guests:	G. Keith, R. Thompson D. Dunshee, A. Hillberry, B. Montgomery, B. Newby, C. Rush
Orchard Ridge:	P. Allen, J. Berry, J. Brown, G. Faye, M. Kokoszka, M. McGee, D. Sobol, N. Valenti, T. Walter, B. Zemke, E. Callaghan
Royal Oak/Southfield:	C. Benson, M. Lawless, K. Lorencz, D. Niemer, S. Reif, D. Mathews, M. Smydra

2) Acceptance of Agenda:

The new process for selection of deans was added to the agenda.

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

Chief Information Officer, Andy Hillberry introduced two new members of the IT Department: Dave Dunshee, Executive Director for Technology Applications and Bob Montgomery, Executive Director for Technology Infrastructure.

Cathy Rush, Chief Human Resources Officer was also introduced.

3) Approval of Minutes:

Motion: To approve the minutes of December 12, 2002 as written. Seconded, passed.

4) Leadership:

The floor was turned over to Vice Chancellor Keith to review the new process for selecting deans. Dr. Keith reported that the process and timelines for hiring deans was modified to allow campuses an appropriate role in the selection of deans and to ensure that campuses have better matches. The new process gives a stronger voice to deans and provides an opportunity for consultation.

Faculty members stated that this new process is a dramatic departure from the way we handled the hiring of deans in the past. They feel the problem is not in the hiring process but in keeping deans in their position. They raised concerns that there are no classified or management staff on the committee.

Motion: To ask Vice Chancellor George Keith to deliver the proposed administrative regulation on the dean selection process to G. Faye at the earliest possible date. Seconded, passed.

5) Presentations

There were no presentations.

6) Old Business

Technology Acceptable Use Regulation (TAUR): A more comprehensive document was endorsed by the College Academic Senate in 2001–2002. However one section, the privacy statement was incomplete. The addition of the privacy statement completes the TAUR. Board Policies referring to TAUR will be updated.

Motion: To accept the wording of TAUR with regard to the section on privacy. Seconded, passed.

Motion: To accept the wording of TAUR with regard to the section on violations. Seconded, passed.

Prerequisites:

Motion: To accept the following:

To maintain the integrity of the institution, we support the discipline determined enforcement and retention of prerequisites

Therefore, we ask the College to delay the college-wide enforcement of prerequisites

We recommend a plan be put into place to overcome any potential problems for students and programs.

Seconded.

Discussion:

There is consensus among faculty that requiring prerequisites is valid. The problem is that we do not have an identified process to accommodate exceptions. Faculty stated that the College is premature in implementing prerequisites and that more time is needed to devise a process to use for exceptions.

Faculty were reminded that they are responsible for creating their own exceptions. The College has the capacity to enforce prerequisites, if the faculty so chooses. Prerequisites are going to be turned on. Those disciplines who are ready, can turn them on. Those who aren't ready don't have to use them. We will have enforceable prerequisites as of July 12, 2003.

Note: College guest students will have exception for placement.

Motion passes.

Registration Process Motions

Motion: To accept the following:

The registration process should be predicated primarily on academic issues and integrity.

The needs of students in classrooms and labs, as determined by faculty, should be an integral part of decision making when staffing registration.

After regular registration has closed, only extraordinary circumstances will affect the use of support staff for extended registration or the schedule adjustment period.

Seconded.

Discussion: Administrators stated that the College was reasonably responsive to these suggestions when they were made in the Fall 2002 semester. Paraprofessionals are not called from the labs during schedule adjustment and more contract labor was brought in to support the registration process.

Motion passes.

7) New Business

An additional consideration was added to the agenda.

Administrative Evaluation Procedure: A faculty member asked about the status of the College's administrative evaluation procedure. Chancellor Thompson responded by saying that Human Resources will work to finish the plan now that most administrators and managers are covered by a bargaining unit.

Designated Full Sections: Vice Chancellor George Keith stated that he received a total of 267 requests for designated full sections. His job is to ensure that FMA requirements are fulfilled. Dr. Keith re-reviewed the requests and increased designated full sections from the original 100 to 116. Designating full sections is a compliance issue through the FMA and therefore, it is an OCCFA issue.

The Orchard Ridge Campus Motion on Outdoor Smoking was moved to the March 27, 2003 College Academic Senate meeting.

8) Standing Committees

Curriculum/R. Spainhour – ***Motion: To accept the College consent agenda as written. Seconded, passed.***

Curriculum Review/B. Powell – Eleven reviews were conducted in 2001-2002.

Diversity/S. Blackman – A new College Diversity Committee was appointed by Chancellor Thompson. April 7 – April 10 is designated Diversity Week.

TLTR/D. Niemer – No TLTR is scheduled for February. The March TLTR will focus on using online tools in face to face classes.

9) Ad Hoc Committees/Chairs

General Education Attributes/N. Ruehs – No report.

Student Life Committee/J. Berry – No report.

10) Administration/R. Thompson – No report.

11) Community Comments

Auburn Hills – No report.

District Office – No report.

Highland Lakes – No report.

Orchard Ridge – No report.

Royal Oak/Southfield – No report.

12) Adjournment

Meeting adjourned: 4:55 p.m.

Respectfully submitted,

Marilynn Kokoszka, Secretary

Patricia J. Funtik, Recording Secretary