



2003-2004 COLLEGE ACADEMIC SENATE

MINUTES OF APRIL 22, 2004
Auburn Hills Campus

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

Auburn Hills:	R. Bowden, H. Broesamle, B. Catherino, L. Huber, L. Glenn, B. Konopka, S. Miller, R. Muro, P. O'Connor, J. Pardon, G. Rockind, A. Rungta, S. Blackman
Guests:	V. Anderson, Kimberly Ball, T. Boozer, J. Brown, D. Keyse, B. Powell, A. Racka, R. Ston,
Students:	J. Christafel, L. Clements
District Office:	B. Beitler, J. Harper, B. Kendall, R. Thompson
Guests:	L. Appelt, A. Hillberry, G. Keith, M. Kersten-Hart, B. Montgomery, L. Nadlicki, C. Patterson
Highland Lakes:	J. Cheyne, D. Fiems, B. Garnsey, S. Hanna, V. Kroll, K. Robinson, G. May
Guests:	B. Dubin, S. Fiems, B. Griggs, M. Ston
Orchard Ridge:	J. Berry, G. Faye, M. Kokoszka, M. McGee, D. Schmeichel, N. Valenti, T. Walter, B. Zemke
Guests:	R. Brown, S. Dyer, T. Ingram, P. Jackson
Royal Oak/Southfield:	D. Bartleman, G. Bryan, L. Crews, M. Lawless, D. Mathews, S. Reif

Guests:

W. Harris, D. Johnson-Bignotti, D.
McRoberts, R. Nagler, S. Sutherland

2) Acceptance of Agenda:

MOTION: To accept the agenda as written. Seconded, passed

3) Approval of Minutes:

MOTION: To approve the minutes of March 25, 2004 as written. Seconded, passed.

4) Leadership:

No formal report was made.

5) College Senate Elections for 2004-05 Academic Year:

Reminder: Only newly elected members for 2004-05 can vote in the election.

Nominations for Chair: Gerry Faye

MOTION: To close nominations. Seconded, passed.

Nominations for Vice Chair: Mary Ston

MOTION: To close nominations. Seconded, passed.

Nominations for Secretary: Rhonda Brown – declined, Nick Valenti

MOTION: To close nominations. Seconded, passed.

6) Presentations:

There were no presentations.

7) Old Business:

- Wireless Cart Initiative

Gladys Rockind presented the following motion on behalf of TMC:

MOTION: The TMC requests that the College Academic Senate endorse the Position Paper on the Wireless Cart and asks the administration to proceed investigating the consequence of further implementation of wireless units at the College.

Discussion followed: The wireless cart initiative would be offered as an alternative to a stationary classroom. Concerns were mentioned regarding data security. The motion would allow IT to move forward with installation of carts and questions and answers will

be investigated throughout the process. It will take approximately one complete academic year to make a full-scale investigation. **Seconded, passed.**

- Repository Site

Gladys Rockind reported that Andy Hillberry attended the last Senate Leadership meeting. IT will create two distribution lists so information can be e-mailed as an attachment before the College Academic Senate meetings. There will be a distribution list for Senate Leadership and a list that will include the members of the Campus Senates and ex-officio officers (2004-05 membership). IT is also in the process of creating a repository site on Infomart to store the documents that are passed by the Senate electronically. The Senate chairs will be notified via e-mail when the distribution lists and repository site are available. The report was given as information only.

- Course Substitution Request Form

Karen Robinson reported that the following concerns were expressed at the HL Campus during a department chairs meeting regarding the Course Substitution Request Form:

- 1) Name of Counselor who assisted student is listed at the top of the form.
- 2) The form was changed to add "Recommend Approval" by the signatures on the form.
- 3) The individuals that sign the forms do not understand the difference between course equivalency and course substitution.
- 4) The deans were asked to review the form and they also recommended changes to the form.

MOTION: To remand the Course Substitution Request Form back to the campuses. Seconded, passed.

Karen Robinson will create a list of concerns with the form and send to the campus chairs.

8) New Business:

- Support for On-Line Teaching

George Keith reported that the support services of SCT will be finished at the end of September. TMC has worked with leadership on detailing tasks, roles, and functions that have evolved over the past five years. A transition plan is being reviewed by various councils for endorsement. The Vice Chancellor asked for endorsement of continuation of efforts in online learning and academic technologies at OCC.

Discussion followed. It was recommended that a discussion occur as to how OCC should move forward with technology.

MOTION: The College Academic Senate offers general support for the notion of continuing to support academic technology at OCC. Seconded, passed.

- Motion Regarding Schedule of Classes

Karen Robinson presented the following motion from the Highland Lakes Campus:

MOTION: That the College continue to mail schedules to students for a transitional period of one academic year.

Discussion followed in favor and against the motion. In Favor - The schedule of classes is used as a marketing tool. Students, as well as faculty, should be notified before a decision is made that impacts students. A transitional period should be provided because there is a huge range of students that attend OCC. Against – Enrollment Services mailed a postcard to students which announced OCC’s new online services. The postcard also included the following statement: “The printed schedule and grade reports are no longer automatically mailed to students. The printed schedule is available on campus in Enrollment services. If a paper copy of your grades is required, please go to students.oaklandcc.edu and click on “Grades” for more information.” It is a lot cheaper to mail a postcard than a schedule of classes. **Seconded, motion failed.**

9) Standing Committees:

- *Curriculum/Mary Kay Lawless*

Mary Kay Lawless reported there was no consent agenda. However, concerns have developed regarding Certificates of Achievement. The Senate and Administration need to clarify the process and procedures for awarding and recognition of Certificates of Achievement.

MOTION: To remand Certificates of Achievement to the campus senates and make a report at the May College Academic Senate meeting. Seconded, passed.

- *Curriculum Review/Robert Powell*

Bob Powell reported that Vicki Kloosterhouse presented materials on Exercise Science and Technology, and Janine McKay presented materials for the CRC to review on Massage Therapy. A report on Exercise Science and Technology is outlined and Vicki Kloosterhouse was applauded by the committee for presenting such a quality program review. The report on Massage Therapy will be provided at a later date.

- *Student Outcomes Assessment/Patrick O’Connor*

Pat O’Connor reported that the SOAC report has been e-mailed to the college community.

- *Diversity/Sharon Blackman*

Sharon Blackman thanked the Diversity Committee site coordinators for overseeing the diversity week activities on their campus during diversity week. She also announced that diversity activities are scheduled throughout the rest of the year.

- *TMC/Gladys Rockind*

Gladys Rockind announced that the TLTR on April 23rd will be on eportfolios and assessment. Faculty will receive assessment credit for attending the TLTR.

Gladys Rockind also announced that the College has decided to have a second course management system available in 2004-05. UCompass Educator course management system software will be a pilot to enable the College to explore additional academic technologies, thus providing expanded choices to our faculty. Blackboard will also be available.

10) Ad Hoc Committees:

- *Student Life/Lane Glenn*

Lane Glenn announced that the Student Life report consists of a list of tasks that the committee accomplished during the winter 2004 semester. There is also an agenda provided for the next meeting which is scheduled on Tuesday, April 27th.

- *General Education/Rick Bowden*

No report.

- *Catalog Committee/Karen Robinson*

No report.

11) Administration:

George Keith gave an update on behalf of the Chancellor. Strategic Planning is well and alive at OCC. Everyone should have received an invitation from the Chancellor to participate in a Strategic Planning Task Force. He encouraged the Senate to review the Strategic Objectives and volunteer for a task force. The Chancellor has a second Special Board Meeting scheduled for May 10th to continue discussion with the Board regarding the Strategic Plan.

George Keith also reported that there is a task force meeting to look at reorganizing Chancellor's Council to provide for more participative governance. Details will follow from the Chancellor.

12) Community Comments:

OR – Mary Ann McGee announced that due to construction in the Highland Lakes Campus Student Center, the May College Academic Senate meeting will be held at the OR Campus in H Building which is located off of Farmington Road. She also reminded everyone that Dr. Jose Garcia-Leon (music faculty at OR Campus) will be performing in the Smith Theatre at the OR Campus on Saturday, April 24th at 7:30 p.m., and admission is free.

DO – George Keith acknowledged the faculty who applied to attend the Salzburg Seminar, and he thanked the committee who read the applications. Last, he announced that work on prerequisites is progressing and on schedule for implementation.

13) Adjournment:

Meeting adjourned: 4:35 p.m.

Respectfully submitted,

Gail Bryan, Secretary

Nancy K. Szabo, Recording Secretary