



2005-2006 COLLEGE ACADEMIC SENATE
MINUTES OF SEPTEMBER 29, 2005
Royal Oak Campus

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

Auburn Hills:	R. Bowden, H. Broesamle, S. Dry, B. Konopka, G. Mays, R. Muro
Guests:	L. Glenn, G. Rockind
District Office:	J. Dunphy, J. Harper, G. Haw, R. Thompson
Guests:	A. Hillberry, G. Keith, B. Montgomery, M. A. Sheble
Highland Lakes:	J. Cheyne, B. Dubin, D. Fiems, S. Fiems, L. Mastin, M. Petrack, K. Robinson, M. Ston, G. May
Guests:	V. Kloosterhouse
Orchard Ridge:	G. Faye, M. Kokoszka, M. A. McGee, M. Pergeau, D. Rhodes, T. Walter
Guests:	M. Taras, R. Zemke
Royal Oak/Southfield:	D. Bartleman, T. Hendricks, D. Johnson-Bignotti, M. K. Lawless, S. Linden, D. McRoberts, R. Nagler, A. Sargeant, M. Vollbach
Guests:	C. Benson, G. Fournier, S. Larson, K. Lee, D. Mathews, J. Matteson, S. Reif, B. Sadecki, B. Stanbrough, S. Weisbaum

2) Acceptance of Agenda:

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

3) Approval of Minutes:

MOTION: To approve the minutes of June 23, 2005 as written. Seconded, passed.

4) Leadership:

Chair McGee expressed appreciation for anyone present who serves on the Senate. There is a lot of work to do this year – general education attributes, assessment, academic planning, Higher Learning Commission self-study accreditation, etc. She is delighted to start the year off with such an energetic group to work with.

5) Presentation:

- CCSSE

George Keith gave an overview of the Community College Survey of Student Engagement (CCSSE) findings. OCC was compared with eighteen other exlarge colleges (20,000 students or more). Part-time students rated “satisfaction with career counseling” above the mean. The following findings were below the mean:

College Activities

- Used e-mail to communicate with an instructor

As Opinions About Your School

- Using computers in academic work

Educational and Personal Growth

- Solving numerical problems
- Using computer and information technology

Student Services

- Financial Aid advising
- Frequency of use in computer labs

He also highlighted the “CCSSE 2005 Benchmark Summary Table – All Students.” The following five indicators are significant for student success: Active and Collaborative Learning; Student Effort; Academic Challenge; Student-Faculty Interaction; and Support for Learners. OCC students responded at scores lower than the mean (50) on each of the indicators. The study shows that “We are not as good as we think we are.” Additional pages in the report show bar charts and benchmark item composition for all students for the five indicators. A means summary report for all students is also provided for the following areas: College Activities; Opinions About Your School; Weekly Activities; Educational and Personal Growth; Student Services; and College Experiences.

The results can be used to create hypotheses and research studies to indicate where we should be going at OCC.

6) Old Business:

- Motion to Create an Ad Hoc Committee to Research Prerequisites

Karen Robinson reported that a motion was brought by the HL Campus and passed at the June Senate meeting to create an ad hoc committee to research prerequisites. Presently, the Curriculum Committee is doing work in this area. A survey is going to be sent out to all faculty regarding ramifications of prerequisite removal.

MOTION: To change the motion to refer the work to the Curriculum Committee to research prerequisites.

Gerry Faye reported that the Curriculum Committee will report the findings from the survey to the Senate. The purpose of the survey is to find out if students have been harmed by removing prerequisites.

The motion was seconded and passed.

- Motion Regarding the Right Start Program

Mary Ston reported that Dean Lane Glenn presented information to the Senate about a Right Start Program. The College Senate asked that the program not be implemented until questions were answered. However, some form of the program was implemented this semester at the Auburn Hills campus. Why was the motion that was made by the Senate ignored?

Mary Ston presented the following motion from the HL Campus Council:

MOTION: That the College Academic Senate request of the Chancellor a full explanation as to why the Auburn Hills Right Start program was implemented this fall despite a lack of Senate Review.

Discussion followed. Pilots have always been reviewed by the Senate even if it is just for one campus. The Senate advises, deliberates and moves recommendations. However, sometimes the deliberation process is slow. It was mentioned that colleagues at Auburn Hills campus who are part of Senate put the program in place because they had approval from their campus and they thought it was the right thing to do. The Senate would like respect from administration regarding their recommendations.

The question was called and the motion was seconded and passed unanimously.

7) New Business:

- Higher Learning Commission (HLC)

George Keith highlighted the “Higher Learning Commission Self-Study Project 2005-2008.” The report provided the following information: Synopsis; The Hierarchy of Accountability; The Organization of Committees – Steering Committee, Five Criterion Committees, a General Committee; and The General Time Line for Self-Study.

The five criterion committees are as follows:

- Criterion One: Mission
- Criterion Two: Future
- Criterion Three: Assessment
- Criterion Four: General Education
- Criterion Five: Community

The deans will chair the criterion committees. Faculty members need to be named to co-chair the committees and to make-up part of the committee memberships. The members identified have been endorsed by Chancellor's Cabinet. George Keith will be sending out an invitation to all faculty to volunteer to serve on the criterion committees.

- Academic Planning

Mary Ston provided an overview of what academic planning is. Academic planning is big picture planning – the planning before budgeting. It shows where the college is going academically in the future, it supports institutional goals, it is data driven and research based. The standing committee of the Senate will consist of 3 faculty members and a dean from each campus that will recommend academic master planning to the Senate that will be continually monitored and up-dated.

Mary Ston made the following motion:

MOTION: To create an Academic Master Planning standing Senate committee.

Mary Ston presented a flow chart to show how both the Academic Plan and the Administrative Plan are coordinated by the College Planning Council (CPC) and they are integrated and work together to move the college forward.

The question was called and the motion was seconded and passed.

- Textbooks

Mary Ston reported that a student complained that the cost of a textbook was much cheaper at one campus for the same class. The HL Campus council expressed concern for the student; however, they cautioned against standardizing textbooks and strongly urged that the college doesn't consider this.

- Motion Regarding Online Services

Mary Ston reported that online services aren't available from 11:00 p.m. – 7:00 a.m. and all day on Sunday.

Mary Ston presented the following motion from the Highland Lakes Campus Council:

MOTION: That the College make online services available more hours in the evening and on Sunday.

Andy Hillberry reported that IT is working on increasing the number of hours that online services are available. On Sunday online services will be available starting at noon. The reason the system goes down is to back-up data. He will detail steps to move towards offering online services 24 hr. a day, 7 days a week.

The question was called and the motion was seconded and passed.

- Motion Regarding Food Services

Mary Ston reported that Purchasing completed a survey on food service at the Highland Lakes Campus last spring; however, no feedback has been received.

Mary Ston presented the following motion from the Highland Lakes Campus Council:

MOTION: That the College Academic Senate receive a report on college-wide food services for students. Seconded, passed.

8) Standing Committees:

- *Curriculum/Mary Kay Lawless*

Mary Kay Lawless reported that the Curriculum Committee met last week and discussed what they will be working on during the year. First, they will be surveying the faculty regarding prerequisites. The Curriculum Committee meeting scheduled for Monday, October 3 is cancelled. She urged the faculty to submit their course/program changes as soon as possible before the workload of the committee increases. Any changes should be lodged through the campus curriculum chairs.

- *Curriculum Review/Gail Mays*

Gail Mays reported that there were seven requests sent to programs for review during fall 2005. Four programs committed to reviews: Computer Hardware Technology; Library Technology; Gerontology, and Fire Fighting Technology. There will be seven requests for program reviews sent out next week for winter 2006. A sub-committee worked over the summer on streamlining the CRC forms which will be presented to Senate after further discussion.

- *Student Outcomes Assessment/Cathey Maze*

Cathey Maze recognized the contributions that Pat O'Connor made as Chair of SOAC. The new Chair of SOAC is Vicki Kloosterhouse. The committee is planning for SAGE which will take place November 7 – 11th and the test will focus on technological literacy. The 30-minute test will be given outside the classroom in the TLTCs. 2,600 letters will be sent to students with the anticipation that 500 will participate. Students will be given a \$25.00 gift certificate to the bookstore for completing the test. Examples of preview exam questions on computer concepts were distributed. Cathey Maze asked that

the document be reviewed by the Campus Senates at their October meeting, for approval by the College Senate in October.

- *Diversity/Marty Smydra*
Marty Smydra is the new chair of the Diversity Committee. Bev Stanbrough encouraged all in attendance to participate in the diversity activities that are held college-wide and on the campuses.
- *TMC/Gladys Rockind*
Gladys Rockind highlighted the “Draft of the Academic Technology Plan (ATP) for 2004-2006.” The ATP was sent to the campuses last year to be reviewed. It was recommended that tech forums be convened at each campus so that faculty and staff had an opportunity to discuss in an open forum four questions posed by a subcommittee of the Academic Senate. The plan has been reformatted to include Appendix C which includes a plan response and institutional response to the various questions.

MOTION: To approve the Academic Technology Plan and refer it to IT. Seconded, passed.

9) Ad Hoc Committees:

- *Student Life/Lane Glenn*
Lane Glenn reported that a “College Senate Annual Report for 2005-06” was available on the distribution table. A signing ceremony with Campus Compact will be held in T-1 on the Auburn Hills campus on October 4 at 2:00 p.m. He also provided a handout entitled, “OCC Faculty Support for Student Life” which listed a few of the many ways that faculty can get involved in and help promote Student Life at OCC.
- *General Education Attributes/*
Mary Ann McGee reported that the Campus Senate Chairs are recruiting faculty (3 faculty from each campus) to serve on the General Education Attributes ad hoc committee. Mike Vollbach has volunteered to schedule the first meeting but he will not be chairing the committee.

10) Administration:

George Keith reported that the Chancellor is attending the ETS Advisory Board annual meeting in Princeton, New Jersey which could offer further opportunities with OCC and ETS.

11) Community Comments:

None

12) Adjournment:

Meeting adjourned: 4:50 p.m.

Respectfully submitted,

Karen Robinson, Secretary

Nancy K. Szabo, Recording Secretary