

2005-2006 COLLEGE ACADEMIC SENATE
MINUTES OF FEBRUARY 23, 2006
Southfield 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:	T. Boozer, S. Dry, S. Fine, P. Hale, B. Konopka, G. Mays, A. Racka, R. Ston, D. Adams
Guests:	J. Brown-Williams, B. Catherino, M. Kersten-Hart, T. Khan
District Office:	J. Dunphy, J. Harper, R. Thompson, M. Spangler
Guests:	G. Harris, G. Keith, P. Lucas, T. Marback, C. Mathews, L. Nadlicki, W. Porter
Highland Lakes:	B. Dubin, E. Fett, D. Fiems, S. Fiems, J. Lobert, K. Robinson, M. Ston, G. May
Guests:	N. Boulos, K. VanBuren
Orchard Ridge:	G. Faye, L. Gage, M. Kokoszka, M. A. McGee, M. Pergeau, L. Roberts, N. Valenti, T. Walter
Guests:	T. Baracco, J. Cronin, S. Hardin, T. Ingram, K. Lichtenberg
Student:	Z. Hasan
Royal Oak/Southfield:	D. Bartleman, L. Crews, T. Hendricks, D. Johnson-Bignotti, M. K. Lawless, L. Linden, S. Linden, D. McRoberts, D. Rowe, A. Sargeant, M. Vollbach
Guests:	M. Abuhassabu, C. Benson, C. Couch, T. Felcyn, G. Fournier, K. Lee, A. Loftin, J. Matteson, C. Nacy, S. Reif, B. Sadecki, C. Sanford-Brown

2) Acceptance of Agenda:

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

3) Approval of Minutes:

MOTION: To approve the minutes of January 26, 2006 as written. Seconded, passed

4) Leadership:

No formal report was made.

5) Presentation:

- State Performance Indicators

Chancellor Spangler gave an overview of “Performance Indicators Task Force Proposal and Recommendations.” The Task Force was formed in October, 2005. Eight members were appointed to the group, two members of the Michigan House of Representatives, two members of the Michigan Senate, and four members representing Michigan’s 28 community colleges. The Task Force identified the mission of community colleges as follows: Access and Affordability; Transfer Function; and Economic Development.

Through research and discussion, the Task Force investigated trends in performance accountability funding and they recommended adopting a funding formula that consists of three indicator categories and a number of metrics to verify the indicators. The Performance Indicators for Community Colleges suggested model are: Enrollment and Business Efficiency; Completion; and Local Strategic Value. The committee has suggested that the funding formula used for the past several years should continue to be used. In addition, the performance indicator model could be used to distribute half of the money across the three categories (identified above) that community colleges have had money taken away from. In conclusion, the Task Force recommends the adoption of the proposed funding formula by the full House and Senate Appropriations Committees.

6) Old Business:

- Textbook Policy Statement

Mary Ann McGee reported that the motion regarding the textbook policy statement was lodged at the January Senate meeting for discussion at the Campus Senate meetings. She restated the motion as follows:

MOTION: Sample textbooks, equipment, or other materials obtained by agents of the College may not be sold for the employee’s profit.

MOTION: Move to reject the motion as written. Seconded.

Discussion followed:

- Anything received through the U.S. mail belongs to the person it is addressed to; the College shouldn't make an ethical judgment about what happens to personal possessions.
- Books received are not personal property.
- This topic is not Academic Senate business.
- The Board has a policy about gifts employees receive.

The question was called.

The motion passed to reject the textbook policy statement.

- FERPA

Mary Ann McGee reported that as a follow-up from last month's Senate meeting, Dr. McCall provided "Suggested Additional Language for Mandatory Syllabus Components."

Discussion followed:

- How much of the statement is legal language derived from the actual law itself?
- Who has access to student records?
- Can privileged information be responded to if the request is made over the phone or by e-mail?
- A statement should be provided by our legal counsel.
- Language provided doesn't give direction to the student or teacher.

Dr. McCall stated that the language provided is a College declaration of information for the student and the paragraph recommended was offered as a "guide." It reconfirms the protection FERPA provides for the student. It was also noted that a longer narration about Student Rights are provided in the catalog.

The Senate did not act on the FERPA language. They recommended receiving more clarity before sending back to the campuses for discussion.

7) New Business:

None

8) Standing Committees:

- *Academic Planning/Jayne Lobert*
Jayne Lobert reported that the committee is moving forward. They will review the surveys received from faculty regarding academic planning at their March meeting.
- *Curriculum/Mary Kay Lawless*
Mary Kay Lawless presented the Consent agenda.

MOTION: To request removal of Massage Therapy listed under "Minor Program Revisions" for a separate discussion. Seconded, passed.

MOTION: To accept the Consent agenda. Seconded, passed.

Discussion followed. Concern was expressed that if the minor program revision to Massage Therapy to require a 2.0 (C) or better grade in all the currently required college and program courses be approved, a dangerous precedence would be established for other programs. Do we want to change college policy to allow any program to amend its graduation requirements?

MOTION: Move that the Senate reject the minor program revisions to Massage Therapy. Seconded, passed.

Mary Kay Lawless presented the following motion listed under “Other Business” on the Consent agenda that was passed by the Curriculum Committee:

MOTION: That any change affecting student requirements must be approved by the college curriculum committee before appearing in the college catalog.

Mary Kay Lawless amended the motion as follows:

MOTION: That any change affecting student requirements must be approved by the college curriculum committee before bringing to the Senate and its process for final approval. Seconded, passed.

- *Curriculum Review/Gail Mays*
Gail Mays reported that on March 17th the committee will review the first program that used the revised process. CRC has also been developing an overarching structural process and will hopefully present this document at the March College Senate.
- *Student Outcomes Assessment/Vicki Kloosterhouse*
Cathey Maze reported the following:
 - IR has completed the analysis on the CAP writing tests.
 - The preliminary analysis of the college-based science tests has been completed.
 - The development of rubrics is going very well and the feedback has been positive.
- *Diversity/Lloyd Crews*
Lloyd Crews reported the following:
 - April is Cultural Diversity Month; a calendar will be sent out next week via e-mail listing the activities.
 - “Bridging the Digital Divide” will take place at the Southfield Campus in Rooms 101-114 on April 7th.
- *TMC/Gladys Rockind*
Mary Ann McGee reported that on March 30th from 3:00 to 5:00 p.m. there will be a Collabfest held at two of the campuses. The event is being scheduled as a result of a request by Senate to try and address meeting needs.

- *College Administrative Services Council/M. Vollbach*
No report.

9) Ad Hoc Committees:

- *Student Life/J.J. Berry*
No report.
- *General Education Attributes/Mike Vollbach*
Mike Vollbach reported that a survey was sent out to all faculty by e-mail regarding the general education attributes; approximately 33% of the faculty responded. The committee will meet after break to aggregate the findings and the information will be shared with the Senate.
- *Higher Learning Commission/Mary Ann McGee*
Dave Mathews reported that Criterion 1: Mission and Integrity has met twice. The purpose of the committee is to provide evidence that the college operates with integrity to ensure the fulfillment of its mission through structures and processes that involve the board, administration, faculty, staff and students. He thanked the Senate in advance for providing information and help with completing the report.

Mary Ann McGee asked the Senate to support the criterion committees.

- *On-line Distance Education/Gladys Rockind*
Mike Vollbach reported that the committee met once and they will be meeting again after break.
- *Textbook/Mary Ann McGee*
Mary Ann McGee reported that a number of faculty have volunteered to serve on the committee and she is looking for a date to meet. She also posted a discussion on the blackboard website regarding textbooks and she encouraged the faculty to participate in the discussion.

10) Administration:

Mary Spangler reported the following:

- The Higher Learning Commission visit will be March 17 – 19, 2008.
- The selection process for the AH President's position is moving into the final stage.
- On March 6th three candidates will be participating in campus forums; Senate members were encouraged to attend and write comments. The candidates will also be meeting with the Cabinet and members of the Board. She is hoping to submit a name to the Board at their March meeting.
- This year's graduation speaker will be Rhonda Walker from the local 4 news.
- A Capital Outlay project was accepted for 16 million dollars to renovate Building A at the AH Campus.

11) Community Comments:

- Auburn Hills – Barb Konopka announced that she had flyers available that provided information about the campus forums.

12) Adjournment:

Meeting adjourned: 4:15 p.m.

Respectfully submitted,

Karen Robinson, Secretary

Nancy K. Szabo, Recording Secretary

COLLEGE CURRICULUM/INSTRUCTION COMMITTEE

Academic Senate Consent Agenda

February 23, 2006

Southfield Campus

MINOR COURSE REVISIONS

1. CAR-1200 Non-Structural Analysis and Damage Repair I

Change in course title to: *Auto Body Fundamentals*. Degree area changed from: Associate in Applied Science to: Certificate in Collision Auto Repair.

2. CAR-1300 Collision Related Welding

Change in course title to: *Collision Welding*. Degree area changed from: Associates in Applied Science to: Certificate in Collision Auto Repair.

3. CAR-1350 Collision Related Panel Replacement.

Change in course title to: *Collision Panel Replacement I*. Addition of prerequisite: *CAR-1200 Non-Structural Analysis and Damage Repair I* and addition of pre- or co-requisite: *CAR-1300 Collision Related Welding*. Degree area changed from: Associates in Applied Science to: *Certificate in Collision Auto Repair*.

4. CAR-1400 Non-Structural Analysis and Damage Repair II

Change in course title to: *Collision Panel Replacement*

II. Removal prerequisite *CAR-1200 Non-Structural Analysis and Damage Repair II*. Degree area changed from: Associates in Applied Science to: *Certificate in Collision Auto Repair*.

5. ACC-2070 Cost Accounting

Change in wording in course description to make the course description more in harmony with the new description of ACC 1820. Managerial and cost accounting terms are often used interchangeable, however the ACC 1820 will be referred to as Managerial and ACC 2070 as Cost. Cost may be considered more technical and oriented to accounting students as opposed to managerial, which is more appropriate for non-accounting business users of accounting information. Prerequisite is ACC 1820.

6. ACC 1810-Principles of Financial Accounting

This is a 4-credit class with a Group "B" Classification (25 students). The prerequisite is ACC 1800. This course does not equate to any current or previously offered OCC course. The target date for first offering is Fall 2006. There is no course fee.

7. ACC 1820-Principles of Managerial Accounting

This is a 4-credit class with a Group "B" Classification (25 students). The prerequisite is ACC 1810. This course equates to ACC 2520. Most of the material is the same. There is no course fee. The target date for first offering if Fall 2006.

GEN-ED COURSE ATTRIBUTES

None

GEN-ED DISTRIBUTION LIST

None

MAJOR PROGRAM REVISION

None

MAJOR COURSE REVISIONS

None

NEW COURSES

CAD-2301 Tool Design – Fixtures and Gauges

This is a 4-credit class with a Group "B" Classification (25 students.) The prerequisite is CAD 2110. The Pre- or Co-requisite is CAD 2190. This course does not equate to any current or previously offered OCC course. There is a course fee of \$90. Target date for the first offering is Fall, 2006.

CAD-2351 Die Design Applications

This is a 4 credit class with a Group "B" Classification (25 students). The prerequisite is CAD 2110. The Pre-or Co-requisite is CAD 2190. This course does not equate to any current or previously offered OCC course. There is a course fee of \$90. Target date for the first offering is Fall, 2006.

CAR-2100 Structural Damage Analysis

This is a 4-credit class with a Group "B" Classification (25 students.) The prerequisite is CAR-1400. There is a course fee of \$80. Target date for first offering is Summer 2007. Degree area: Associates in Applied Science.

CAR-2200 Structural Repair

This is a 4-credit class with a Group "B" Classification (25 students.) The prerequisite is CAR-2100. There is a course fee of \$80. Target date for first offering is Summer 2007. Degree area: Associates in Applied Science.

MINOR PROGRAM REVISIONS

MST – Massage Therapy

Addition to basic admission procedures. To be eligible for the certificate of completion and/or the Associate in Applied Science degree the student must obtain the following:

- A 2.0 (C) or better grade in all the currently required college and program courses.

MAJOR PROGRAMS/DEGREES (10-day notice sent)

None

NEW PROGRAM OPTIONS (10-day notice sent)

None

CERTIFICATE REVISIONS (10-day notice sent)

None

NEW CERTIFICATES (10-day notice sent)

None

NEW CERTIFICATES OF ACHIEVEMENT (10-day notice sent)

None

OTHER BUSINESS

Motion: That the following item be placed on the College Academic Senate Consent Agenda under "Other Business." *That any change affecting student requirements must be approved by the college curriculum committee before appearing in the college catalog.*