Oakland Community College

2008-2009 COLLEGE ACADEMIC SENATE
MINUTES OF OCTOBER 23, 2008
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:	S. Dry, J. Farrah, P. Harris, G. Mays, N. Melkus, S. Miller, G. Rockind, L. Wallace, R. Ston, H. Tanaka
Guests:	M. Kersten-Hart
District Office:	L. Appelt, L. Nadlicki, T. Meyer
Guests:	B. Montgomery
Highland Lakes:	E. Fett, S. Hanna, J. Lobert, K. Schulte, M. Ston
Guests:	S. Linden, B. Moss
Orchard Ridge:	J. Berry, M. Kokoszka, D. Levinson, M. A. McGee, V. McNiff, M. Pergeau, L. Roberts, T. Walter
Guests:	K. Allen, G. Faye, S. Wells
Student:	R. Jimmy
Royal Oak/Southfield:	E. Abbey, G. Fournier, T. Hendricks, S. Labadie, M. K. Lawless, R. Nagler, C. Sanford-Brown, A. Sargeant, B. Stanbrough, S. Reif
Guests:	A. Clay, S. Hardin, J. Jensen, V. Lamb, K. Lee, D. Mathews, K. VanBuren

2) Acceptance of Agenda:

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

3) Approval of Minutes:

   MOTION: To approve the minutes of September 25, 2008 as written. Seconded, passed.

4) Leadership:

- Chair Mary Ann McGee reported the following:
  - The College has initiated a major security review, and sub-committees have been organized to provide an assessment of the different areas of security: Physical Security; IT Technology; Non-IT Data Records; and Human Security. An interim report of activities to date from the Human Security Committee was available on the distribution table which was provided by Ken Sigler (AH Campus). Further reports will be given to Senate as the committee moves further in their assessment and comes closer to making recommendations aimed at providing a safe working and learning environment for all.
  - At the April 2008 CAS meeting a motion was passed "to allow students to add any course prior to the second class meeting with full-time faculty and/or department chair permission." There have been on-going discussions with OCCFA regarding this topic, but no resolution yet.

5) Presentation

- Learning Communities

  Leslie Roberts highlighted a slide show on "Learning Communities & Oakland Community College?" The following information was provided:
  - Examples of paired courses offered at community colleges in the mid-west were provided.
  - Student Learning Communities
    - Restructure the curriculum by integrating aspects of the curriculum (paired/linked courses, student activities, service learning)
    - Integration can be content based or pedagogy based (themes; skills—writing intensive)
  - Two Common Types
    - Type 1 (easier to start) – Linked LCs preserve more separation – two more courses meeting at different times but faculty work to link content around themes and assignments.
    - Type 2 – Integrated LCs place students and faculty back to back in blocks.
  - Will it work at a multi-campus, urban institution?
    - Examples of two year colleges leading the way were provided.
    - Several state four year colleges with populations not unlike OCC's are also leaders.
  - What courses, populations?
    - Courses with the same gen ed outcome
    - Courses with different gen ed outcomes
    - Developmental
    - Occupational
    - Freshman Seminars and typical freshman gen ed courses
  - What's needed to make LCs work?
    - Interested and compatible faculty
    - Faculty incentives
    - Student incentives
    - Campus/college coordination
    - MCC calls it – Team, Theme, Design, Outcomes

- Scheduling
  - Start small but not too small
- Admin Issues
  - Use PDTC to develop and offer workshops
- FMA Issues
  - Coordinator(s) needed with release time/stipend (3 hours typical)
- Student Incentives
  - A classroom climate that emphasizes engagement
- Flow Chart (Could work around Gen Ed Outcome PLCs)
- Next Steps/Professional Development
  - Establish a group of OCC's current practitioners – those who have offered or tried to offer paired courses – and other interested parties to explore implementation, create PDTC training, and recruit.
  - Don't reinvent the wheel.

Leslie Roberts distributed a list of websites from community college practitioners.

Please note: The complete presentation is available on Infomart (Committees & Minutes - Academic Senate) Handouts for October 23, 2008 meeting.

6) Old Business:

- CRC Follow-up

  Gail Mays reported that CRC created the "Proposed CRC Process Flowchart" after the September CAS meeting and it was sent to the campuses for discussion.

  Elaine Fett presented the following motion on behalf of the HL Campus Senate:

  MOTION: It was moved that the CRC process should include an annual status report to be made in the Spring by the Vice Chancellor to follow-up on all CRC recommendations. Seconded.

  Discussion followed:
  - Why was this flowchart created? Senate has a normal process for approving recommendations.
  - What the Chancellor does with the recommendations is his business; it is not up to the Senate.
  - This process is an attempt to close the loop; the HLC asked for CRC to have a feedback loop.
  - CRC gives recommendations to the discipline/program coordinator, the Vice-Chancellor and Senate. The report from the Vice Chancellor would include what was done with the recommendations (this is the tenor of the motion).
  - The Vice Chancellor would provide an informational report – the Senate already took action.

  The motion passed.

- Innovation Group

  Shawn Dry summarized the discussion regarding creating an Innovation Group at last month's Senate meeting. The group would be created to foster and oversee innovation within the College. Some possible roles and activities of this group could include: clarifying the process of innovation, and shepherding innovative proposals. The idea of creating an "Innovation Group" was sent back to the Campus Senates for further discussion at last month's meeting.

  Elaine Fett presented the following motions on behalf of the HL Campus Senate:

  MOTION #1: It was moved that the Senate support an innovation group that is not a subcommittee of the Senate but will include representation from the Senate. Seconded.

  MOTION #2: It was moved that the innovation group be called "Innovation Incubator," or "I^2" and that it be facilitated by a Senator. Seconded.

  Discussion followed:
  - Do we want this kind of group at all? If so, should it be part of Senate?
  - OR Campus had some support for the first motion, a lot less for the second motion.
  - More interested in an "advice giving" group than telling someone what to do.
  - Need to clarify the members that will serve on the committee.
  - The committee would be a "safe zone."
  - The committee would be a "gate keeper group."
  - Create a place to foster innovation in order to move smoothly through our processes.
  - This could be a comprehensive team approach.
  - The deans could be the "gate keepers."
  - Adding more bureaucracy is opposed to innovation; the problem is not being addressed directly.
  - This would be a service available if you want it.

  Motion #1 was voted on and it passed.

  Motion #2 was withdrawn by the HL Campus because Motion #1 passed and the Innovation Group is NOT a subcommittee of the Senate.

- General Education Course Outcome Proposal Form

  Gaily Mays reported that the "General Education Course Outcome Proposal" form was sent back to the Campus Senates for further discussion at last month's Senate meeting. The form is intended to be a fast track for General Education courses listed in the 2008-09 Catalog. She also highlighted the changes made to the form that incorporated adding language/changing a word as requested in the three motions listed below.

  The following three motions were from the HL Campus Senate:

MOTION #4: It was moved that an item be added to the General Education Course Outcome Proposal Approval Application Form after item 6. The new item should read, "Describe the discipline's approach for using assessment results to enhance teaching and learning."

MOTION #5: It was moved that item 6 in the General Education Course Outcome Proposal Approval Application Form be altered so that the word "adjunct" be replaced with the word "faculty," and that the wording in parentheses be clarified.

MOTION #6: It was moved that discipline contact information be added to the General Education Course Proposal Form.

The GE Committee accepted all three motions from the HL Campus Senate as friendly amendments.

MOTION: To approve the "General Education Course Outcome Proposal" form as presented. Seconded, passed.

- Reconstituting Ad Hoc Committees for 2008-09

  Mary Ann McGee reported that at last month's Senate meeting there wasn't enough time to finish discussing whether or not the Curriculum, Transfer Degrees, and Distance Learning Ad Hoc Committee should be reconstituted for 2008-09.

  Mary Ann McGee reported that a Curriculum Ad Hoc Committee was created to review the current curriculum process. They brought recommendations back to the Senate at the May CAS meeting. There is still work in this arena; however, the group did not indicate it was the committee's work to complete the recommendations.

  MOTION: To not reestablish a Curriculum Ad Hoc Committee for this academic year. Seconded, passed.

  Mary Ann McGee reported that a motion was passed at the April 2008 Senate meeting to establish an ad hoc committee to draft a proposed process for revising transfer degrees.

  MOTION: To reestablish a Transfer Degree Ad Hoc Committee. Seconded, passed.

  Mary Ann McGee will send out an e-mail to solicit additional volunteers to serve on the committee.

  Gladys Rockind reported that last year the Distance Learning Ad Hoc Committee met and they presented their preliminary thoughts to Senate. The recommendations were sent to CPC and Chancellor's Cabinet. Cathey Maze (member of Chancellor's Cabinet) asked that the committee be reconstituted to explore their ideas further.

  MOTION: To reestablish a Distance Learning Ad Hoc Committee. Seconded, passed.

Mary Ann McGee reported that the Developmental Education Ad Hoc Committee was created at the request of CPC to review three things. A report was submitted to CPC and they are going to review the financial analysis and benchmarking data. From CPC's standpoint, the Developmental Education committee is done with their work. It is up to CPC to provide direction for Developmental Education.

7) <u>New Business</u>:

- Motion Re: Academic Dismissal

  Shawn Dry presented the following motion on behalf of the AH Campus Senate:

  MOTION: The Auburn Hills Campus Senate moves that Academic Dismissal be removed from the catalog (p. 53) and from college procedure and be replaced with the following:

  "A student who has returned from a one calendar year Academic Suspension and who earns a semester grade point average that is below 2.0 will again be returned to Academic Suspension status for one calendar year." Seconded.

  Discussion followed:
  - Academic Sanctions started last year. December of this year is the first time for students to come back to OCC that were on suspension.
  - It isn't appropriate to permanently dismiss students.
  - Things should be in place for students that are not capable of learning.
  - This is a policy statement.

  MOTION: To lodge the motion above for further discussion at the Campus Senate meetings in November. Seconded, passed.

8) <u>Standing Committees</u>:
   - *Academic Master Plan/Shawn Dry & Jayne Lobert*
     Shawn Dry reported that all of the campuses have submitted fall updates for their Campus Academic Master Plans and they are available on the website.

   - *Academic Standards/Jennifer Craft*
     No report.

   - *Curriculum/Mary Kay Lawless*
     Mary Kay Lawless reported that there wasn't a Consent Agenda this month but there will be one in December. She reminded the Senate that February 23, 2009 is the deadline for submitting additions/changes to the 2009-2010 Catalog. Disciplines submitting new programs were encouraged to submit the information ASAP.

   - *Curriculum Review/Gail Mays*
     Gail Mays reported that on November 7th CRC will be completing two reviews from last year – Music and Auto Servicing.

- *Student Outcomes Assessment/Leslie Roberts*
  Leslie Roberts highlighted the "Student Outcomes Assessment Committee Academic Senate Report:"
  - SAGE will be held November 10 – 14, 2008.
  - SOAC will report to Senate Leadership a proposed set of guidelines for adopting benchmarks and a rubric modification process for outcomes that have been assessed with local rubrics.
  - Assessment facilitators and other SOAC members are offering a wide range of new workshops this year on creating a local aesthetic awareness rubric and discussing appropriate samples of student work. Faculty interested in teaching, learning, and assessment of these outcomes are encouraged to participate.
  - The OAE has been working on an online "introduction to assessment."
  - SOAC program facilitators continue to work with program faculty to develop and update assessment plans.
  - The second annual student essay contest is underway. There were 1,600 hits to the website in the first week after the announcement.

- *TMC/Gladys Rockind*
  Gladys Rockind reported the following:
  - A "Hands on Alley" will be held on Friday, October 31st from 9:00 a.m. – 12:00 p.m. at AH Campus in F118. *Google Docs, StudyMate Author,* and *Inspiration* will be explored.
  - League for Innovation Annual Conference will be in Detroit, October 11 – 14, 2009. Volunteers and people willing to present are needed.
  - TMC held a meeting a few weeks ago using the video-conferencing technology and it was a success.
  - Copyright information is available on the TMC website.

9) <u>Ad Hoc Committees</u>:
   - *Student Life/Lloyd* Crews
     No report.

   - *General Education Outcomes/Gail Mays*
     No additional report.

10) <u>Administration</u>:
    Chancellor Tim Meyer asked the Senate the following questions: What is the future of OCC? Bigger – in what ways? How do we want to achieve this? He invited Senate to participate in a "College-wide Visioning Summit" (sponsored by College Planning Council) - "To imagine the future the College wants to create." The event will be held on Saturday, November 15, 2008 from 9:00 a.m. – 1:00 p.m. at OR Campus in J-306. A continental breakfast will be served. This is an emerging role for community colleges as the economy starts to reshape itself. We are looking at what we want to be and how we need to position ourselves. If possible, it is very important to attend this event on November 15th.

11) <u>Community Comments</u>:

- OR – J.J. Berry announced that on Friday, October 24 there will be an alumni basketball game at the HL Campus. At 6:30 p.m. there will be a ceremony to retire Leonard Cole's jersey (alumni of basketball team); he has been at OCC for 38 years.
- OR – Leslie Roberts encouraged participation in "OCC Reads – Three Cups of Tea." OCC Reads is a "one book initiative" that brings together members of a community, to read and discuss the same text and explore related topics through relevant programs and events. Please contact Suzanne Labadie or Leslie Roberts if you are interested in serving on one of the roundtables.
- Bookstores – Steve Hardin reported that the OCC Bookstores will be having a Halloween Costume contest, and they are raffling off required textbooks for a student next semester.
- RO/SF – Steve Reif announced that the 5th Annual Mariachi "Cora" Concert will be held on Friday, October 24 at 7:30 p.m. at the RO Campus in the Lila Jones Johnson Theater. This is a benefit sponsored by the Global Education Committee to raise scholarship money for OCC students to study for a month in Oaxaca, Mexico.

12) <u>Adjournment</u>:
    Meeting adjourned: 4:40 p.m.

Respectfully submitted,

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Nick Valenti, Secretary   Nancy K. Szabo, Recording Secretary