



OAKLAND
COMMUNITY
COLLEGE

CHANCELLOR'S COUNCIL MINUTES

January 6, 2004

8:30 a.m. – 12:00 p.m.

District Office, Board Room

MISSION: "Create a vision and pursue strategies with fervor to implement it."

CALLED TO ORDER BY: Mary S. Spangler, Chancellor TIME: 8:30 a.m.

IN ATTENDANCE:

- | | |
|--|--|
| <input checked="" type="checkbox"/> D. Adams | <input checked="" type="checkbox"/> S. Blackman |
| <input checked="" type="checkbox"/> C. Brantley | <input checked="" type="checkbox"/> E. Callaghan |
| <input type="checkbox"/> D. Dunshee | <input checked="" type="checkbox"/> G. Faye |
| <input checked="" type="checkbox"/> A. Hillberry | <input checked="" type="checkbox"/> G. Keith |
| <input checked="" type="checkbox"/> C. Kozell | <input checked="" type="checkbox"/> G. May |
| <input type="checkbox"/> R. Montgomery | <input checked="" type="checkbox"/> L. Pososki |
| <input checked="" type="checkbox"/> C. Rush | <input checked="" type="checkbox"/> M. Smydra |
| <input checked="" type="checkbox"/> M. Spangler | |

I. PRESENTATIONS/SPECIAL GUESTS

None

II. CHANCELLOR'S COMMENTS

A. Strategic Plan 2002-2007

Mary Spangler distributed the strategic implementation grid and worked with Chancellor's Council to complete assigning the unit of primary responsibility for each objective. She also noted that indicators of success will be assigned for each objective. An updated strategic implementation grid will be distributed at the January 20, 2004, Chancellor's Council meeting.

Mary Spangler also distributed a draft of the *OCC Strategic Plan, 2002-2007*, for Chancellor's Council's review. Chancellor's Council members were asked to review the document and provide feedback by Wednesday, January 7, 2004.

III. ACTION ITEMS/CRITICAL RECOMMENDATIONS

None

IV. INFORMATION ITEMS

A. Survey of Student Engagement

Mary Spangler distributed information regarding the Community College Survey of Student Engagement. She noted that survey results are reported using five national benchmarks including active and collaborative learning, student effort, academic challenge, student faculty interaction and support for learners.

Chancellor's Council charged the Advancement department, in conjunction with the SOAC Chair and the Academic Senate Chair, with the responsibility of reviewing the information and providing a recommendation by March as to whether or not the College should utilize the survey. If use of the survey is not recommended, the Advancement department was asked to develop a proposal for completing objective 7.2 which reads, "Develop and conduct student surveys to gather data."

B. Cost Reduction Updates

Clarence Brantley distributed the current budget cost reduction and revenue generation recommendations.

Chancellor's Council members were asked to provide him with an update within one week on the recommendations for which they are responsible or where they might have input. He will distribute an updated status report at the next Chancellor's Council meeting.

C. Timely Submission of Mileage/Expense/Travel Reports

Clarence Brantley discussed the need for timely submission of mileage, expense and travel reports. Employees have 90 days to complete travel forms or they will not be processed.

V. DISCUSSION ITEMS

A. Graduation Date

Oakland Community College has been notified by The Palace that the Pistons may need to use The Palace on June 4, the College's originally scheduled graduation date. It was the decision of Chancellor's Council to move the graduation date to June 18, 2004. David Adams will call The Palace to confirm the new date.

VI. COUNCIL REPORTS

A. Diversity Committee

Sharon Blackman reported that plans are in place for the College-wide cultural week.

B. College Administrative Services Council

No report.

C. College Academic and Student Services Council

George Keith reported that the College Academic and Student Services Council met in December at which time they discussed the College's orientation process. The January meeting will be postponed until later in the month.

D. College Planning Council

Martha Smydra reported that she sent a message to all College Planning Council members in December indicating that the CPC would consider the topic of a new initiatives sub-committee at the January meeting.

VII. FUTURE ITEMS

- A. Child Care Centers – Report due January, 2004
- B. Approval of Industrial Hygiene and Indoor Environmental Quality Program – January
- C. Approval of Revised Travel and Mileage Guidelines and Forms – January
- D. Cost Reduction Updates – January
- E. Proposed College Budget Reductions – January
- F. Survey of Student Engagement – Recommendation due in March

Mary Spangler distributed the Strategic Implementation Grid and worked with Chancellor's Council to complete assigning the uni

Meeting adjourned at 11:00 a.m.

Respectfully submitted,

Pamela L. Kramer
Executive Assistant to the Chancellor