



**CHANCELLOR'S ADVISORY COUNCIL**  
**December 3, 2004**  
**9:00 am – 11:00 am**  
**District Office Board Room**  
**AGENDA**

**A. CHANCELLOR'S COMMENTS**

1. Report on Cabinet Discussion
2. AACC Outstanding Alumna
3. Action Plan

**B. ACTION ITEMS/CRITICAL RECOMMENDATIONS**

1. Approval of Minutes of the November 5, 2004 Meeting

**C. INFORMATION ITEMS**

1. Strategic Plan Report/Hillberry
2. Child Care Center Update/Spangler

**D. DISCUSSION ITEMS**

1. United Way/Spangler

**E. STAKEHOLDER ISSUES**

1. Faculty
2. Staff
3. Students
4. College Officers



OAKLAND  
COMMUNITY  
COLLEGE

**CHANCELLOR'S ADVISORY COUNCIL**

Friday, December 3, 2004  
District Office, Board Room  
9:00 a.m. – 11:00 a.m.  
**MINUTES**

CALLED TO ORDER BY: Mary S. Spangler, Ed.D., Chancellor

TIME: 9:15 a.m.

<b>CAC Members:</b>		<b>Guests:</b>
Michelle Berry, Student, OR	Suzanne Parini, Student, AH	Lloyd Crews, Resource Dean, RO
Clarence Brantley, Officer DO	Alex Prokic, Student	Arlene Frank
Gerald Faye, Faculty, OR	Barbara Sadecki, Staff, RO	Catherine Rush
Andy Hillberry, Officer, DO	Paul Salgado, Student, OR	Theresa Wangler
George Keith, Officer, DO	Mary Spangler, Chancellor, DO	
Gordon May, Officer, HL	Mary Ston, Faculty, HL	
Mary Ann McGee, Faculty, OR	Janice Brown-Williams, Staff, AH	
<b>Absent:</b>		
David Dell, Staff, AH (excused)		
Sandra Spicko, Student		
Leah Yurasek, Student (excused)		

Next Meeting: February 4, 2005, 9:00 a.m. – 11:00 a.m., DO Board Room

The January Chancellor's Advisory Council meeting has been cancelled.

**A. CHANCELLOR'S COMMENTS**

Chancellor Spangler noted that the meeting was called to order at 9:15 a.m., due to the poor weather conditions.

**1. Report on Cabinet Discussion**

Chancellor Spangler offered a brief report on the discussions held at the monthly strategic and operational Chancellor's Cabinet meetings. The strategic meeting is held off-site typically at educational institutions. At this meeting, Chancellor's Cabinet has an opportunity to meet with the senior staff of the host institution to discuss potential partnerships and collaborations. The agenda includes a review of the Board meeting agenda and strategic planning issues. The operational meeting is held for one morning a month in the DO Board Room.

Items recently discussed include lobbying efforts. Dr. Spangler noted that Preston Gates Ellis was selected by the Board of Trustees for a one-year contract. They will provide the Board with regular lobbying reports and work with the College to prepare for the appropriations cycle and develop funding priorities. Dr. Spangler, along with some Board members, will attend a legislative summit in February in Washington, D.C. Preston Gates Ellis will work to secure meetings with national legislators during the summit.

Action:

- Submit input on funding priorities to the Chancellor.
- CAC members to notify the Chancellor if they have contacts with legislators.

The Chancellor's Cabinet has also recently discussed Institutional Dashboard measures, an internal 40<sup>th</sup> anniversary celebration and the Community College Survey of Student Engagement (CCSSE).

Dr. Spangler distributed an article from the Chronicle of Higher Education called "Community Colleges Struggle to Foster Engagement Survey Finds."

Action:

- Discussion about 40<sup>th</sup> anniversary internal celebration to be added to next Chancellor's Advisory Council agenda.

Gerry Faye requested that decisions made at Chancellor's Cabinet be communicated to the College community. Mary Spangler noted that she is in the process of reviewing options of sharing information.

Mary Spangler solicited ideas for PDTC training programs for 2005-06.

Dr. Spangler shared information from an e-mail sent by Tom Bernthal, President of the Michigan Community College Association, to Michigan community college presidents regarding budget problems in Michigan. Governor Granholm has required all Michigan legislators and staff to read the book The Price of Government. Dr. Spangler has ordered a copy of the book in an effort to understand what will be influencing the legislators. The State Senate has established a taskforce to utilize the concepts written in the book.

Chancellor's Advisory Council discussed distributing a student newsletter at the campuses including such information as current happenings on campus and enrollment information.

Action:

- Campus Presidents to work with David Adams to develop a common format for e-mail and paper distribution.
- Student Life Committee to discuss with the College Senate other information that would be helpful to students.
- Add dates of Chancellor's Advisory Council meetings to inside cover of student life calendar.

Mary Spangler requested recommendations for commencement speakers. Gerry Faye suggested Congressman Schwartz of the 7<sup>th</sup> district.

Chancellor's Advisory Council suggested that the Detroit Economic Club agenda be e-mailed to faculty members.

It was noted that a vendor should be in place to accommodate food service needs at Orchard Ridge by January 1, 2005.

Regarding the Salzburg seminar, George Keith is sending an e-mail to faculty members to solicit names of students who will then be encouraged to apply for participation.

Mary Ann McGee requested specific information on the emerging sectors that would be discussed at the regional educational consortium Dr. Spangler intends to develop.

## 2. AACC Outstanding Alumna

Margaret Kelly, co-chief executive officer of RE/MAX International and OCC's outstanding alumna for 2004, has been notified that she will be honored as one of six community college graduates to receive the American Association of Community College's (AACC) 2005 Outstanding Alumni Award. Mrs. Kelly was nominated by Chancellor Spangler and will accept the award in Boston in April, 2005, at the AACC's annual convention.

## 3. Action Plan

Chancellor Spangler distributed an action plan of items discussed at the Chancellor's Advisory Council meetings to date.

Action:

- Forward suggestions about the action plan to the Chancellor.

## B. ACTION ITEMS/CRITICAL RECOMMENDATIONS

### 1. Approval of Minutes of the November 5, 2004 Meeting

Minutes of the November 5, 2004, meeting were approved as amended.

## C. INFORMATION ITEMS

### 1. Strategic Plan Report/Hillberry

Andy Hillberry reported that a strategic planning steering committee meeting will be held Friday, December 3, 2004, at 2:00 p.m., in the DO Board Room.

## 2. Child Care Center Update/Spangler

Chancellor Spangler reported that the Board of Trustees approved at their October meeting an increase in tuition for the child care centers. This came as a result of a study conducted by administrative services. The Board supported an increase in fees with the caveat that the College hold harmless those students currently utilizing the services who would be impacted by such an increase. Letters will be sent to the students informing them of a fee increase and directing them to the child care center directors for assistance if needed.

Action:

- Clarence Brantley to review updating fees on child care center signs.

## D. DISCUSSION ITEMS

### 1. United Way/Spangler

Chancellor Spangler reported that the policy on solicitations was clarified last spring, and a procedure was created by which employees may request authorization to solicit funds. The United Way is currently the only authorized entity for whom OCC raises funds each year. Dr. Spangler suggested the possibility of formulating a committee to develop criteria for considering other organizations as an alternative to the United Way.

## E. STAKEHOLDER ISSUES

### 1. Faculty

No report.

### 2. Staff

No report.

### 3. Students

No report.

### 4. College Officers

No report.

Meeting adjourned at 11:15 a.m.

Respectfully submitted,

Pamela L. Kramer  
Executive Assistant to the Chancellor