



2002-2003 COLLEGE ACADEMIC SENATE  
MINUTES OF SEPTEMBER 25, 2003  
Orchard Ridge Campus

The College Academic Senate was called to order at 3:40 p.m. by Chair Gerry Faye. The following individuals were present:

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| Auburn Hills:        | R. Bowden, H. Broesamle, B. Catherino, B. Konopka, S. Miller, R. Muro, P. O'Connor, J. Pardon, A. Rungta, S. Blackman |
| Guests:              | T. Boozer, P. Hale, V. Love, R. Powell, G. Rockind  |
| Students:            | L. Clements, M. Coyl  |
| District Office:     | G. Keith, J. Harper, M. Kersten-Hart, M. Spangler   |
| Guests:              | B. Giacobone, A. Hillberry, B. Kendall, B. Montgomery   |
| Highland Lakes:      | J. Cheyne, D. Fiems, S. Hanna, V. Kroll, C. Maze, K. Robinson, K. Van Buren, G. May                                   |
| Orchard Ridge:       | J. Berry, G. Faye, T. Hendricks, M. Kokoszka, K. Lichtenberg, M. McGee, M. Schuster, T. Walter, N. Valenti, B. Zemke  |
| Guests:              | J. Brown, S. Dyer, J. Garcia-Leon, T. Ingram, D. James, V. McNiff, M. Pergeau, D. Schmeichel, B. Stanbrough           |
| Royal Oak/Southfield | D. Bartleman, G. Bryan, J. Eichold, M. Lawless, D. Niemer, S. Reif, D. Rowe, M. Vollbach, M. Smydra                   |

2) Acceptance of Agenda:

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

3) Approval of Minutes:

**MOTION: To approve the minutes of June 12, 2003 as written. Seconded, passed**

4) Leadership:

No formal report was made.

Gerry Faye made the following requests:

1. Standing committee and ad hoc committee reports should be sent to Senate Leadership before a report is made at the College Senate meeting.
2. Chairs of the committees should send yearly meeting schedules to Nancy Szabo.
3. Select one Dean from the Deans' Cabinet to serve on Senate Leadership.

The following new employees were introduced and welcomed to OCC:

Jose Garcia-Leon – Faculty, Fine and Performing Arts at OR campus

Michelle Pergeau – Faculty, Interior Design at OR campus

Philip Hale – Dean of Applied and Engineering Technologies at AH campus

Tom Boozer – Interim Dean of Academic and Student Services at AH campus

5) Presentations:

There were no presentations.

6) Old Business

- Academic Master Plan

George Keith provided the College Senate with background information on the Academic Master Plan (AMP). The College Academic and Student Services Council (CASSC) has the responsibility for the implementation of the AMP. According to the Higher Learning Commission's March 2003 Focused Visit Report, "the AMP should be a more accountable, outcomes-based plan that [identifies] action steps and [measures] progress toward achieving goals."

The CASSC will now work to build a consensus for the plan and will be targeting the creation of objectives for its major categories which include the following:

1. Defining General Education
2. Advance Academic Technologies

3. Continuous Quality Improvement (Assessment, Curriculum/Program Review, Support Services)
4. Student Life
5. Scan, Plan, and Create Programs
6. Orientation
7. Developmental Education

On behalf of CASSC and Senate Leadership, George Keith requested that the draft of “Academic Master Planning” be taken back to campus senates and their communities for the purpose of reviewing the seven (not prioritized) topics as priorities for an academic master plan: 2003/4-2005/6. He also requested that feedback on additions, subtractions, other changes, and endorsements be provided at the October College Senate meeting and that an October College Senate agenda addresses the topic of academic master planning with the intent of providing further direction to Senate Leadership, CASSC, and to the Vice Chancellor so that the essential next steps of academic master planning can be developed. The intent is to devote the balance of this academic year to producing a finished product for the June 2004 College Senate meeting.

This item was tabled until the College Senate meeting in October.

- Certificates of Achievement

George Keith reported on “Certificate of Achievement Criteria and Issues for Establishing a Formal Policy at Oakland Community College Recommendation from Advancement.” This item was tabled at the June 12, 2003 College Senate meeting. The report outlines criteria and issues pertaining to the establishment of a college policy focused on a process for systematically establishing Certificate of Achievements within Oakland Community College that meet State definitions and requirements. It is also the first attempt to put framework around identifying “written” recognition of individuals’ accomplishments at less than the certificate level.

The report was lodged with the Senate for review at the College Senate meeting in October.

## 7) New Business

- College Catalog Committee

George Keith reported that at Senate Leadership a recommendation was made to reactivate a Senate-based Catalog committee. A total of four persons would take on the responsibility of editorial reading the Catalog to ensure accuracy and continuity of academic information. The College Senate Catalog Committee would engage in its responsibilities this fall, providing comments and recommendations by the end of the fall semester.

**MOTION: To create or reactivate a College Catalog Committee. Seconded, passed.**

- Prerequisites

George Keith highlighted a memo he sent to OCC Faculty in response to the delay in implementation of enforced prerequisites – response to February 2003 College Senate motion. The comprehensive enforcement (or “turning on” of hard prerequisites) was delayed to the 2004-2005 Catalog. The last date for approved changes regarding prerequisites and course description entries will be Friday, January 30, 2004. He recommended that when disciplines meet, they should decide on the criteria for overrides when individual situations occur.

- Higher Learning Commission (NCA)

George Keith highlighted the report and digest of a “Report of a Focused Visit to Oakland Community College March 24-25, 2003 for The Higher Learning Commission of the North Central Association of Colleges and Schools.” The report will be on Infomart and hard copies will be distributed to the libraries. NCA was supportive of our institution. The next accreditation visit is scheduled for 2007-2008. The team recommended that a progress report on assessment be submitted by March, 2005 and the report will be written.

#### 8) Standing Committees

##### *Curriculum: Mary Kay Lawless*

The first Curriculum meeting is scheduled for October 6, 2003. Mary Kay Lawless recommended that faculty making changes to their curriculum should submit the changes as soon as possible to avoid a back-log. All curriculum changes must be submitted by the middle of February.

##### *Curriculum Review/R. Powel*

The first Curriculum Review meeting is scheduled for September 26, 2003. Graphic Design and Ceramics are scheduled to be reviewed this fall.

##### *SOAC/P. O'Connor*

Their first meeting was held in September and the next one is scheduled for October 3, 2003. SOAC is recommending the use of the CAAP tests to assess the general education attributes. The test would measure progress in critical thinking, written communication and it would provide a survey of student attitudes. Administration of the test would occur in the winter semester by faculty volunteering their sections. Further information will be provided for discussion by campus senates.

This item was tabled until the next meeting and information was requested in writing.

##### *Diversity/S. Blackman*

The Diversity committee meets on the fourth Tuesday of every month at 3:00 p.m. at District Office. Sharon Blackman highlighted the “Diversity Committee Annual Work Plan 2003-2004.” The mission statement of the Diversity committee is to strive to

enrich Oakland Community College by providing an environment for valuing and respecting all differences among individuals. The committee's annual work will be to address the mission and College Goal #5 through the implementation of eight initiatives at the sites and college-wide.

*TMC/G. Rockind*

Gladys Rockind recommended that TLTR be changed to TMC. She announced that the first TLTR is scheduled for Friday, September 26, 2003 at the AH campus and the speaker will address copyright as it relates to institutions. TMC held an organizational meeting in August and their next meeting is scheduled for tomorrow after TLTR.

9) Ad Hoc Committees

*General Education/N. Ruehs*

A final report was given last year.

Karen Robinson made a motion to establish an ad hoc committee to focus on the broad philosophical framework of the GE Distribution List. The motion should be discussed at the campus senates and it will be an agenda item at the College Senate meeting in October.

*Student Life/J. Berry*

Sally Hanna reported that a college-wide committee has been formed for student life which includes faculty, staff and students. An ad hoc committee was formed that came up with the idea for a Speakers' Series which will start this fall. Some of the topics will be: Hispanic Issues in the United States, Environmental Issues, and a survivor of the September 11<sup>th</sup> trade world attack will speak.

10) Administration

Chancellor Spangler announced that she was happy to be able to attend the Senate meeting. She reported that last spring, the Board approved seven College goals and Chancellor's Council is working on building objectives under the seven headings. The objectives will be presented to faculty at Discipline Day to determine priorities. The Administration, Management Staff and Classified employees will also have a chance to vote on their priorities. The intent is to work towards developing a strategic plan to present to the Board in January. The Chancellor also reported that she has received positive responses to her survey sent out via e-mail. The Chancellor will be serving on a Board in Salzburg to provide expertise on developing community college programs.

11) Community Comments

Highland Lakes – HL campus in coordination with Waterford is sponsoring a diversity symposium on October 24 and 25, 2003.

12) Adjournment

Meeting adjourned: 4:55 p.m.

Future Agenda Items

- “I” Mark Form/G. Faye  
Gerry Faye raised the question at to whether or not the “I” Mark Form should be considered for college voting.
- CIS 1650/B. Powell

Respectfully submitted,

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Gail Bryan, Secretary

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Nancy K. Szabo, Recording Secretary