



2004-2005 COLLEGE ACADEMIC SENATE
MINUTES OF MAY 26, 2005
Highland Lakes Campus

The College Academic Senate was called to order at 3:25 p.m. by Chair Gerry Faye. The following individuals were present:

Auburn Hills:	R. Bowden, L. Glenn, P. Hale, B. Konopka, G. Rockind
Guests:	T. Boozer, B. Catherino, G. Mays, B. Meyers, P. O'Connor
District Office:	B. Beitler, G. Haw, L. Nadlicki
Guests:	M. Doppke, G. Keith, M. Sheble, R. Thompson
Highland Lakes:	B. Dubin, D. Fiems, S. Fiems, B. Griggs, S. Hanna, J. Lobert, C. Maze, M. Petrack, K. Robinson, M. Ston
Guests:	N. Boulos, N. Kassab, B. Meyers, K. VanBuren, B. Weaver
Orchard Ridge:	G. Faye, M. A. McGee
Royal Oak/Southfield:	D. Bartleman, M. Lawless, L. Linden, S. Linden, R. Nagler, M. Vollbach
Guests:	J. Matteson

2) Acceptance of Agenda:

MOTION: To add "The Right Start Project" under Old Business. Seconded, passed.

MOTION: To add SOAC Motion #2 (Measuring the Technology Attribute) under Old Business. Seconded, passed.

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

3) Approval of Minutes:

MOTION: To approve the minutes of April 28, 2005 as written. Seconded, passed.

4) Leadership:

No formal report was made.

5) Presentation:

- Developmental Education Pilot for Fall 2005

Sally Hanna, on behalf of the Developmental Education Committee, gave an overview of a “Proposal for a Pilot English Bridge Program for ENGP = 0 Students – The TEAM (Teaching English and Math) Program” at the HL Campus for Fall semester 2005. The TEAM Program is a pilot program designed to provide literacy instruction for those students who score below the level (37) of the first English developmental course in the Literacy Program. HL Campus is being proposed as the pilot site because members of the committee are at HL and they are receptive to the pilot. Counselors at the other campuses will be informed of the pilot during the summer months. Because the student population that would fall into this category is a relatively small number (approximately 26-100 students), many of the services and instructional resources that are already in place at OCC will be incorporated. The TEAM Program will combine the PLATO program with additional instruction from a developmental education specialist (adjunct), on-going support from the IIC faculty, and support, monitoring and intervention by a campus TEAM Committee. The TEAM committee will include: the PASS Coordinator; a counselor; IIC faculty; math, English and ESL faculty; developmental education specialist (adjunct); and campus Dean. The committee will meet with the students a minimum of four times during the semester to do orientation, create a Plan of Study, create and enforce the Student Contract, review progress, provide counsel, arrange for services both on and off campus, and intervene as necessary. Sally Hanna also outlined the Program Particulars. The goal of the program is to have students retake the COMPASS placement test and score into the Literacy Program.

Discussion followed. Students’ success would be monitored during the semester to determine if the program is viable. If students don’t progress, external resources will be identified to help the students.

MOTION: That the Senate approve implementation of the pilot of “The TEAM Program” for Fall 2005. Seconded, passed.

6) Old Business:

- Election of Two Faculty Members to Serve on Chancellor’s Advisory Council

Gerry Faye reported that three faculty members were interested in serving on the Chancellor's Advisory Council: Ron Spainhour (retired), Beatrice Catherino, and Tahir Khan. The Chair opened the floor for nominations to serve on the CAC.

MOTION: Move to approve Beatrice Catherino and Tahir Khan by acclamation to serve on the CAC. Seconded, passed.

- Motion on Prerequisites

Karen Robinson reported that the following motion was lodged at last month's College Senate meeting for discussion at the May Campus Senate meetings:

REQUEST: Since prerequisites are fundamental to upholding the Academic Integrity of our programs and courses and are critical for student success and retention, the Highland Lakes Senate Council requests that the College Academic Senate encourage disciplines to review their prerequisite decisions.

Suggested Forums for Such Faculty-Led Discussions:

- Staff Development Day
- Fall Discipline Day

She also reported that Senate Leadership had asked the Campus Senate Chairs to solicit feedback from the disciplines regarding prerequisites. The information received varied. Disciplines should assess the effects of removing or adding prerequisites more systematically.

The motion was seconded and passed.

- The "Right Start Project"

The Chair reported that this item was pulled from the agenda because at Senate Leadership it was decided that Lane Glenn should contact the Campus Senate Chairs for feedback from their Campus Senate meetings and not all the chairs have been contacted. Also, the committee did not have any new information to report.

The Senate members discussed whether or not pilot programs should go through the Senate for approval. Also, whether or not there is a difference between the Senate approving or recommending? Regardless of whether or not the Senate approves or recommends, the Senate's decision is subject to the Chancellor's discretion.

Lane Glenn clarified that right now there isn't a timeline as to when the "Right Start Project" will be implemented. The committee is in the process of gathering information and they are very interested in feedback.

- SOAC Motion #2 – Measuring the Technology Attribute

Pat O'Connor reported that the assessment tool to measure the technology attribute wasn't available to share with the Campus Senates at their May meetings. The Campus Senates discussed the motion and there was general consensus for support.

MOTION: That the 2005-06 SAGE activity focus on the General Education attribute of "Being technologically and scientifically literate."

MOTION: A friendly amendment was made to add pending identification of the assessment tool. Seconded, passed.

7) New Business:

- Motion to Create a Committee to Establish Faculty-Based Reports

Mary Ann McGee reported that the following motion was created as a result of discussions at Senate Leadership:

MOTION: To establish an ad hoc committee to work with representatives from Institutional Research and Information Technology on developing a set of standardized research reports for faculty use.

Rationale: Currently faculty and disciplines do not receive data on a regular basis that would allow them to do a more effective job of assessing their courses or determining student needs. Such reports might include grade distribution, retention, course completion, success rates in second level courses, student readiness, registration attempts, etc. In place of random, ad hoc requests by individual faculty or departments, it is suggested that a list of standard reports be developed that would be made readily available to faculty for their use.

The motion was seconded and passed.

Mary Ann McGee will take responsibility for setting up the ad hoc committee. She will discuss this with Senate Leadership at the June meeting.

- Motion Regarding Photo I.D.s for all Students

Karen Robinson reported that there is a committee that meets at HL Campus concerning disruptive students on campus and providing current photo I.D.s for all students would assist public safety, faculty and staff in identifying students. Steve Linden reported that Enrollment Services is looking into requiring student I.D. cards.

Karen Robinson presented the following motion from the Highland Lakes Campus Council:

MOTION: That the College provide current photo I.D.s for all students. Seconded, passed.

The Senate recommended that the College administration examine the feasibility of implementing the motion.

- Announcement of June Meeting Dates

MOTION: That the June Senate meeting dates will be as follows:

Thursday, June 9 – Campus Senate Meetings

Friday, June 10 – Senate Leadership

Thursday, June 23 – College Academic Senate Meeting at OR Campus in J- 306

Seconded, passed.

8) Standing Committees:

- *Curriculum/Mary Kay Lawless*

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

- *Curriculum Review/Gail Mays*

Gail Mays reported that the committee will review Health Care Administration on June 3rd. Carolyn Nancy gave a presentation at their last meeting. A subcommittee will meet over the summer to streamline the curriculum review process and develop new forms.

- *Student Outcomes Assessment/Patrick O'Connor*

Pat O'Connor made the following motion on behalf of SOAC:

MOTION: That the computer literacy tool known as SAM be used to measure the Gen Ed attribute of “Being technologically and scientifically literate” for the Fall SAGE 2005.

MOTION: To lodge the motion stated above and send back to the Campus Senates for discussion at their June meetings. Seconded, passed.

Pat O'Connor reported that the SOAC Report for May 2005 was available on the distribution table and it was sent out via e-mail. The report highlighted an assessment success story interview with Shelly Moss-Brooks and her experience with assessment. He also asked for suggestions about what should be included on the Assessment Web site.

- *Diversity/Sharon Blackman*

No report.

- *TMC/Gladys Rockind*

Gladys Rockind reported that Technology Forums were held at all the campuses on May 13th. The input will be collated and the subcommittee will determine how to report the information.

9) Ad Hoc Committees:

- *Student Life/Lane Glenn*
Lane Glenn reported that fundable proposals are due by June 3rd. Preference will be give to projects that encourage Service Learning and/or Leadership Development opportunities for students. The committee is looking at the College and its relationship to Campus Compact.
- *General Education/Rick Bowden*
No report.

10) Administration:

No report.

11) Community Comments:

None

12) Adjournment:

Meeting adjourned: 4:25 p.m.

Respectfully submitted,

Nick Valenti, Secretary

Nancy K. Szabo, Recording Secretary