

2005-2006 COLLEGE ACADEMIC SENATE
MINUTES OF MARCH 23, 2006
Auburn Hills 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:	T. Boozer, R. Bowden, H. Broesamle, S. Dry, P. Hale, L. Huber, B. Konopka, R. Muro, A. Racka, R. Ston, D. Adams
Guests:	J. Brooks, J. Brown-Williams, B. Catherino, M. Clancy, J. Corbin, L. Glenn, M. Kersten-Hart, M. Merritt, G. Rockind
District Office:	J. Dunphy, J. Harper, G. Haw, R. Thompson, M. Spangler
Guests:	G. Harris, G. Keith, P. Lucas, B. Montgomery, L. Nadlicki
Highland Lakes:	B. Dubin, E. Fett, D. Fiems, S. Fiems, S. Hanna, L. Mastin, C. Maze, M. Petrack, K. Robinson, M. Ston, G. May
Guests:	N. Boulos, V. Kloosterhouse, J. Robertson, K. VanBuren
Orchard Ridge:	G. Faye, D. Fisher, L. Gage, M. Kokoszka, D. Levinson, M. A. McGee, M. Pergeau, D. Schmeichel
Guests:	T. Baracco, D. Edford, T. Ingram, V. McNiff, L. Michels, L. Nemitz, J. Seiter, M. J. Schuster
Student:	Z. Hasan
Royal Oak/Southfield:	D. Bartleman, L. Crews, D. Johnson-Bignotti, M. K. Lawless, L. Linden, S. Linden, R. Nagler, D. Rowe, M. Vollbach
Guests:	J. Eichold, W. Harris, R. Koblin, S. Reif, B. Sadecki, T. Wangler, S. Work

2) Acceptance of Agenda:

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

3) Approval of Minutes:

MOTION: To approve the minutes of February 23, 2006 as written. Seconded, passed

4) Leadership:

Mary Ann McGee highlighted discussion from the March Senate Leadership meeting. The CAS agenda may be too structured, not allowing enough time for extended discussions on larger academic issues. Motions can sometimes polarize discussion and the debate ends up being about the motion instead of the topic. Concern was expressed whether management staff should ask for time on the agenda. Some members of the community feel disenfranchised from the Senate. The Senate is a place where all collaborative groups in the institution can come together to have dialogue. To allow time on the agenda to discuss important issues, Leadership is proposing that on occasion a discussion topic will be scheduled and standing committees will be asked to submit reports in writing.

Mary Ann McGee also reported that 5% of the faculty at OCC will be replaced next year. The Senate as a body has a challenge and responsibility to bring new people into the Senate dialogue. Suggestions were made to pursue a more extensive introduction of the Senate through the PDTC or invite members of the Senate to mentor the new employees in order to get them involved in the Senate. Mary Ann McGee asked the Senate to contact her with additional suggestions.

5) Presentation:

- TEAM Program

Sally Hanna and Lisa Nemitz gave an update on the pilot of the TEAM Program at the Highland Lakes Campus. Last spring Sally Hanna provided an overview of the proposal to the Senate and how it would provide literacy instruction for those students who score below the level of the first English developmental course in the Literacy Program (ENGP=0). The TEAM Program focused on the PLATO Program which is a computer-based system. Additional support and instruction was provided from a team established to work with the students. There were 5 students from the HL Campus engaged in the program for 12 weeks. The program determined whether or not the students could be successful in college. Of the 5 students, 2 could not succeed (they were offered external resources to help them) and the 3 other students scored 50 points higher when they retook the COMPASS test. The three students were thrilled with their progress and they are successful in ENG 1055. On a smaller scale, the pilot was a success. In fall 2006, the program will be offered at the OR and AH campuses.

- CCbenefits

Chancellor Spangler provided a powerpoint presentation on “CCbenefits, Inc.” Twenty-two colleges in the state have signed up to receive their data. CCbenefits is a provider of economic impact analysis and high-performance planning tools for colleges and community leaders. The data is updated as often as the sources themselves are updated, usually once per year. She provided sample reports for the following:

- Demographic
- Jobs by Industry
- Jobs by Occupation
- Curricula Demand
- Quick Reports (Economic Overview)
 - “Supersector” Overview for Wayne, Oakland and Macomb Counties
 - Region Supersector Comparison: Growth, Earnings and Industry Size
 - State Sector Comparison: Growth, Earnings and Industry Size

Additional training for using the software will be held on April 27th.

6) Old Business:

None

7) New Business:

- TAUR Motion

Mary Ston presented the following motion from the HL Campus Council:

MOTION: That the College Academic Senate have the TAUR flyer posted on the sign-in page of all college computers with a read button.

The motion was seconded and passed.

- Early Intervention Strategies Motion

Mary Ston presented the following motion from the HL Campus Council:

MOTION: That the College Academic Senate coordinate materials on early intervention strategies and disseminate them as it sees fit.

This motion was presented as a follow-up to the following motion that was passed at the CAS meeting on March 10, 2005:

MOTION: That the College Academic Senate develop a list of early intervention strategies to be distributed to all faculty for support of students in their classes.

Discussion followed:

- Motion is being lodged to make sure Senate does what they said they would do
- Providing a list is a positive way to support students

The motion was seconded and passed.

Discussion followed regarding how to implement the motion. Past minutes of the CAS meetings will be reviewed and this will be an agenda item at the April Senate Leadership meeting.

8) Standing Committees:

- *Academic Planning/Jayne Lobert*
No report.

- *Curriculum/Mary Kay Lawless*
Mary Kay Lawless presented the Consent agenda.

MOTION: To request removal of BIO 1630 – Human Anatomy and Physiology I under “Minor Course Revisions” for a separate discussion. Seconded, passed.

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

Discussion followed:

- Health professions and technology programs haven't had enough time to address adding the prerequisite.
- Concern was expressed that adding the prerequisite wasn't discussed with a lot of programs.
- Students are not doing well in the course; the best way for them to succeed is to offer a prerequisite like several other community colleges require.
- Students may choose to attend another college if they can complete the same program offered at OCC by taking less courses at the other college.
- In the health related fields – accreditation will not be affected; may be cited for adding additional courses because of an added prerequisite.
- Nursing – students cannot exceed 72 credit hours; one of the required courses would have to be dropped (needs time to look for alternatives).
- A prerequisite would better prepare the student to be successful.
- Some institutions are not accepting a “C” grade for transfer credit.

MOTION: To approve the changes recommended by the Curriculum Committee for BIO 1630 – change course number and prerequisite.

MOTION: To table the motion to the April CAS meeting. Seconded, passed.

Mary Kay Lawless reported that the Curriculum Committee is meeting until June 15th. She encouraged minor changes to course descriptions be brought forward when passed.

Gerry Faye commented that maybe it should be the Senate's choice to change prerequisites and not the Curriculum Committee lodging it for discussion. He would like

to lodge this topic for a discussion item at the April CAS meeting. Gerry Faye and Marilynn Kokoszka will clarify the issue before campus discussions occur.

- *Curriculum Review/Gail Mays*

Tom Boozer reported that Computer Hardware Technology and Library Technology were reviewed by the committee on March 17th. A list of recommendations and observations are attached to the Curriculum Review Committee report. Five more programs will be reviewed between April and June 30th.

- *Student Outcomes Assessment/Vicki Kloosterhouse*

As an informational piece, Vicki Kloosterhouse presented a “General Education Attributes Rubric Development Flowchart.” The flowchart was developed by SOAC and projects how the General Education rubrics will be used to contribute to discipline as well as college assessment. The areas shaded on the flowchart have been accomplished. In Fall 2006, a Prototype Assessment Day will be offered in which faculty will be invited to participate. The Assessment Day will be the first attempt to use integrated college-wide rubrics developed over Summer 2006 to assess actual student work. An additional outcome of this process will be further revision and refinement of college-wide rubrics as determined by participating faculty members.

- *Diversity/Lloyd Crews*

Lloyd Crews reported the following:

- April is Diversity month and calendars have been sent out to the College community listing the events; all were encouraged to participate. Some of the events are open to the public. There are contact people identified on the brochure.
- “Bridging the Digital Divide” will be held on Friday, April 7th from 9:00 a.m. to noon at the Southfield Campus. This event is presented by the TMC and RO/SF Diversity Committee.
- Ideas for future diversity programs should be sent to Lloyd Crews.
- Any members interested in joining the committee should contact the Chancellor’s office.

- *TMC/Gladys Rockind*

Gladys Rockind reported that on March 30th from 3:00 to 5:00 p.m. there will be a Collabfest held at the Auburn Hills and Orchard Ridge campuses. Three different meeting venues will be demonstrated. The event is being scheduled as a result of a request by Senate to try and address meeting needs.

- *College Administrative Services Council/M. Vollbach*

No report.

9) Ad Hoc Committees:

- *Student Life/J.J. Berry*

Lane Glenn reported the following:

- Minutes from the February 27th meeting are available on the distribution table.
- The committee is working on the 2006-07 calendar.

- In April, the committee will work on the speaker series, fundamental proposals and a model for student leadership.
- *General Education Attributes/Mike Vollbach*
Mike Vollbach reported that the committee met recently and looked at the faculty surveys as aggregated by IR. At the meeting scheduled on April 7th, they will discuss further actions to move forward with general education attributes.
- *Higher Learning Commission/Mary Ann McGee*
Mary Ann McGee reported that the committees are meeting and working hard. She will try to keep the Senate updated as reports are available. She mentioned that the Chancellor sent out an e-mail to the College community requesting that priority be given to HLC meetings.
- *On-line Distance Education/Gladys Rockind*
Gladys Rockind reported that the committee is looking for another date to meet after the push for curriculum changes is over.
- *Textbook/Mary Ann McGee*
Mary Ann McGee reported that the committee is working on a two-fold approach:
 - Set of recommendations to reduce the cost of textbooks.
 - [Education of the Board concerning the constraints on faculty in regards to selection of textbooks.](#)
 - ~~[Researching enforcement of textbook choices.](#)~~

10) Administration:

Mary Spangler reported the following:

- The OCC Foundation Scholarship luncheon was held at the OR Campus today and it was a wonderful event.
- Excellence Day will be held tomorrow at the Marriott.
- Provided an update on the funding appropriations for 2007-08.
- The Board declined the candidate for the President's position at the AH Campus. The next step will be to talk to the Board to find out their pleasure. Dave Adams will serve as Interim until June 30th and then the Board will have to take action.

11) Community Comments:

- The Alma Jazz Percussion and Steel Drum Ensemble will be held on April 7th at the OR Campus.
- Jose Garcia-Leon will perform on Saturday April 8th at the OR Campus.
- Mary Ann McGee announced that Campus and College Senate elections will be held in April.

12) Adjournment:

Meeting adjourned: 4:50 p.m.

Respectfully submitted,

Karen Robinson, Secretary

Nancy K. Szabo, Recording Secretary

COLLEGE CURRICULUM/INSTRUCTION COMMITTEE
Academic Senate Consent Agenda
March 23, 2006
Auburn Hills Campus

MINOR COURSE REVISIONS

SUR 2400 – Biomedical Technology

This is a 3 credit course, with a Group “B” Classification (25 students). Change in number of course credit hours from 2 to 3. The new number of contact hours is **45**. This course does not equate to any current or previously offered OCC course. Prerequisites are: SUR 1500, SUR 1510, and SUR 1600. Co-requisites are: SUR 2150, SUR 2350. There is a \$20 course fee. The target date for first offering is Winter 2007. Approved as presented.

CIS 2434 Linux Administration

This is a 3 credit course, with a Group “B” Classification (25 students). New title is **Introduction to Linux/Unix Administration**. This course replaces CIS 2140 (2003-2004) or CIS 2332 (2005-2006). Although CIS 2434 covers a different brand of operating system, there is still enough similarity in **core** material between these courses to make them acceptable replacements for one another. There is a \$40 course fee. Target date for first offering is Fall 2006. Approved as presented. Second reading waived.

CIS 2858 Advanced Web Programming

This is a 4 credit course, with a Group “B” Classification (25 students). New title is **“Integration and Advanced Web Systems”**. This course replaces CIS 1809 (2003-2004) or CIS 2414 (2004-2006). Although CIS 2858 covers a broader range of Web service development standards, there is still enough similarity in **core** concepts between these courses to make them acceptable replacements for one another. There is a \$40 course fee. Target date for first offering is 2006. Approved as presented. Second reading waived

- A. The following minor course revisions were presented by Tahir Khan
The minor change was to add “or consent of instructor” to the prerequisites in the following courses: MEC 1010 “or consent of instructor” added to prerequisite
1. EEC 1020 “or consent of instructor” added to prerequisite
 2. EEC 1040 “or consent of instructor” added to prerequisite
 3. EEC 1270 “or consent of instructor” added to prerequisite
 4. ECT 2080 “or consent of instructor” added to prerequisite
- Target date for first offering is Summer 2006. All were Approved as presented.

5. CAD 1450 Replace prerequisite CAD 2101 with prerequisite CAD 2102. Approved as presented, target date for first offering is Summer 2006
6. CAD 2130 Replace prerequisite CAD 2101 with prerequisite CAD 2102. Approved as presented, target date for first offering is Fall 2006.
7. CAD 2140 Replace prerequisite CAD 2101 with prerequisite CAD 2102. Approved as presented, target date for first offering is Fall 2006.
8. CAD 2150 Replace prerequisite CAD 2101 with prerequisite CAD 2102. Approved as presented. Target date for first offering is Fall 2006

B. The RSP Respiratory Therapy Program discussion was tabled for lack of time.

GEN-ED COURSE ATTRIBUTES

None

GEN-ED DISTRIBUTION LIST

None

MAJOR PROGRAM REVISION

None

MAJOR COURSE REVISIONS

NEW COURSES

BIO 1560

This is a 4-credit course, with a Group "B" Classification (25 students), with general attributes 6 & 7, and will be included in the General Education Distribution List. This course includes a weekly laboratory component. The number of course contact hours is 6. The number of lecture hours is 45. The number of lab hours is 45 for a total of 90 contact hours. There is a \$40 lab fee. This course does not equate to any current or previously offered OCC course. Target date for the first offering is 2007. Approved as presented, second reading waived.

CAD 2102 – Fundamentals of Part Design and its Applications

This is a 4 credit course, with a Group "B" Classification (25 students) The number of course contact hours is 60. Total number of contact hours is 60 lecture hours. This course does not equate with any current or previously offered OCC course. There is a \$90 course fee. Target date for first offering is Fall 2006. Approved as presented. Second reading waived.

SFA 2600 Surgical Foundation

This is a 2-credit class with a Group "B" Classification (25 students). The number of contact hours is 30. The prerequisite is admission to the program; Co-requisite is SFA 2650 Surgical Anatomy. This course does not equate to any current or previously offered OCC course. The target date for first offering is Fall 2006. There is a course fee of \$60. Proposal was approved as presented. Second reading waived.

SFA 2650- Surgical Anatomy

This is a 7-credit class with a Group "B" Classification (25 students). The number of contact hours is 135 (45 lecture and 90 lab). This course does not equate to any current or previously offered OCC course. The prerequisite is admission to the program; co-requisite is SFA 2600 Surgical Foundations. There is a course fee of \$60. The target date for first offering is Fall 2006. Approved as presented. Second reading waived.

SFA 2710 – Principles of Surgical Assisting

This is a 3 credit class with a Group "B" Classification (25 students). The number of contact hours is 45. This course does not equate to any current or previously offered OCC course. The prerequisites are; SFA 2600 Surgical Foundations, and SFA 2650 Surgical Anatomy. Co-requisites are: SFA 2730 Bioscience. There is a course fee of \$60. The target date for first offering is Winter 2007. Approved as presented. Second reading waived.

SFA 2730 – Bioscience

This is a 5 credit class with a Group "B" Classification (25 students). The number of contact hours is 75. This course does not equate to any current or previously offered OCC course. The prerequisites are: SFA 2600 Surgical Foundations, SFA 2650 Surgical Anatomy. Co-requisite is SFA 2710 Principles of Surgical Assisting. There is a course fee of \$60. The target date for first offering is Winter 2007. Approved as presented. Second reading waived.

SFA 2750 – Clinical Practicum

This is a 4 credit class with a Group "B" Classification (25 students). The number of contact hours are a minimum 180 or (minimum of 135 surgical cases). This course does not equate to any current or previously offered OCC course. The prerequisites are: SFA 2710 Principles of Surgical Assisting, SFA 2730 Bioscience. There is a course fee of \$60. The target date for first offering is Summer 2007.

MINOR PROGRAM REVISIONS

DHY – Dental Hygiene

Under the "Program Admission Procedures" section of the catalog description between the sentence that ends "...equivalent in their student file.", and the sentence that begins "Further information may be..." the following proposed addition will be included: **Students must obtain a 2.0 (C) or better grade point in all the currently required College and program courses for an Associate in applied Science Degree, in order to be certified as eligible to write the NBDHE.** Approved as presented. Second reading waived.

CAD.CAE.AAS– Computer Aided Design & Drafting Technology – Computer Aided Engineering

There was a minor change to the program Major Requirements: **CAD 2101 Three dimensional Wireframe Design and Surfacing was replaced with CAD 2102 Fundamentals of Part Design and its Applications.** Target date for first offering is Fall 2006. Approved as presented.

CAD.MTO.AASX – Computer Aided Design & Drafting Technology – Machine Tool Option

There was a minor change in the Major Requirements: **CAD 2101 Three dimensional Wireframe Design and Surfacing was replaced with CAD 2102 Fundamentals of Part Design and its Applications.** Target date for first offering is Fall 2006. Approved as presented.

CAD.VDO.AASX – Computer Aided Design & Drafting Technology – Vehicle Design

There was a minor change in the Major Requirements: **CAD 2101 Three dimensional Wireframe Design and Surfacing was replaced with CAD 2102 Fundamentals of Part Design and its Applications.** Target date for first offering is Fall 2006. Approved as presented.

CAD.LVI.CA – Computer Aided Design & Drafting Technology – Level I (Fundamentals)

CAD 2101 Three dimensional Wireframe Design and Surfacing was replaced with CAD 2102 Fundamentals of Part Design and its Applications. Target date for first offering is Fall 2006. Approved as presented.

RSP Respiratory Therapy

Total number of credits required to obtain a degree in this proposal is 83. Target date for first offering is May 2007.

- a. Section titles **Program Admissions Procedures:** needed to be changed and organized for clarity with major points bulleted.
- b. Additional program information needs to be included to align the catalog with the program information booklet and student handbook. The additional information also follows the program descriptions for other Health Profession and Technologies courses. A correction needs to be made to the paragraph detailing the mandatory criminal history check. The department should be changed to **Respiratory Therapy** department.
- c. Sunsetting RSP 2330 Ethics and Administration in Respirator Care, removal from current catalog. Has already been sunsetted from the major course requirements
- d. Moving MDA 1350 Medical Law and Ethics to required supportive courses
- e. Footnote changes

- Footnotes ¹CHE 1000 or CHE 1510 were listed in the Required Supportive Courses and bracketed
- Footnote ²CIS 1000 or CIS 1050 were listed in the Required Supportive Courses and bracketed.

CIS.CSU.CT- Computer Support Certificate

The total number of credits required to obtain a certificate in this proposal would be (42)

44. Target date for first offering is Fall 2006. Approved as presented. Second reading waived.

- CIS 2434 replaces CIS 2332.
- CIS 2858 replaces 2414.

CIS.SYS.CT – Cyber Security Certificate

Total number of credits required to obtain a certificate in this proposal would be 39. Target date for

First offering is Fall 2006. Approved as presented. Second reading waived.

- CIS 2434 replaces CIS 2332

CIS.NWS.CT – Network Specialist Certificate

Total number of credits required to obtain a certificate in this proposal is (35) 37. Target date for

first offering is Fall 2006. Approved as presented. Second reading waived.

- Delete CIS 2332
- Change the title of CIS 2434 to “Introduction to Linux/Unix Administration”
- Add CIS 2839

CIS.SWE.CT – Software Engineering Certificate

The total number of credits required to obtain a certificate in this proposal is 44. Target date for first offering is Fall 2006. Approved as presented. Second reading waived.

- Add CIS 2515 to the electives list
- Change the title of CIS 2858 to “Integration and Advanced Web Systems”

CIS.SYA.CT – Systems Analysis Certificate

The total number of credits required to obtain a certificate in this proposal is 44. Target date for first offering is Fall 2006. Approved as presented. Second reading waived.

- Replace CIS 2414 with CIS 2858

CIS.DBA.CA – Database Administration Certificate of Achievement

Total number of credits required to obtain a certificate in this proposal is 19. Target date for first offering is Fall 2006. Approved as presented. Second reading waived.

- Replace CIS 2332 with CIS 2434 (Including new title)

CIS.NWA.CA – Network Administration Certificate of Achievement

Total number of credits required to obtain a certificate in this proposal is 24. Target date for first offering is Fall 2006. Approved as presented. Second reading waived.

- Replace CIS 2414 with CIS 2839

CIS.SYS.CA – System Administration

Total number of credits required to obtain a certificate in this proposal is 19. Target date for first offering is Fall 2006. Approved as presented. Second reading waived.

- Replace CIS 2332 with CIS 2434 (including new title)

CIS.WSE.CA – Web Software Engineering_Certificate of Achievement.

Total number of credits to obtain a certificate in this proposal is 20. Target date for first offering is Fall 2006. Approved as presented. Second reading waived.

- Change the title of CIS 2858 to "Integration and Advanced Web Systems"

MAJOR PROGRAMS/DEGREES (10-day notice sent)

CAD.MTO.AASX – Computer Aided Design & Drafting Technology – Machine Tool Option

Credit hours for Degree and Certificate completion will be decreased to 77-78 from 81-82 credits. Target date for first offering is Fall, 2006. Approved as presented, second reading waived 10-day notice sent.

New combination course: CAD 2301 Die Design Applications (4 credits) Combined APD 8440 Tool Design I (3 credits), APD 8450 Tool Design II and CAD 2300 Applications in Machine Tool & Gauge Design (3 credits)

New combination course: CAD 2351 Die Design Applications (4 credits) Combined APD 8250 Die Design I (3 credits), APD 8260 Die Design II, and CAD 2350, CAD Applications in Die Design (3 credits).

NEW PROGRAM OPTIONS (10-day notice sent)

None

CERTIFICATE REVISIONS (10-day notice sent)

None

NEW CERTIFICATES (10-day notice sent)

None

NEW CERTIFICATES OF ACHIEVEMENT (10-day notice sent)

SFA – Surgical First Assistant

This is a 21-credit Certificate of Achievement program Target date for the first offering is Fall, 2006. Approved as presented, second reading waived.

OTHER BUSINESS