



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, H. Broesamle, S. Dry, P. Hale, G. Mays, R. Muro, A. Palmer, A. Racka, G. Rockind, D. Schack P. Dolly
Guests:	J. Brown-Williams, J. Farrah, L. Huber, S. Miller, A. Rungta
District Office:	J. Harper, G. Haw, A. Hillberry, L. Nadlicki, M. Spangler
Guests:	S. Bevier, L. Crews, C. Mathews, B. Montgomery, S. Reif, M. A. Sheble
Highland Lakes:	M. Choden, B. Dubin, E. Fett, D. Fiems, S. Fiems, S. Hanna, J. Lobert, L. Mastin, M. Ston, G. May
Guests:	V. Kloosterhouse, C. Maze
Orchard Ridge:	G. Faye, D. Fisher, L. Gage, M. Kokoszka, D. Levinson, M. A. McGee, L. Roberts, D. Schmeichel, S. Thornton, N. Valenti, T. Walter, J. Shadko
Guests:	T. Baracco, J. Berry, J. Cronin, S. Dyer, D. Edford, E. Kaplan, I. Leath, S. Lesser, D. Nowak, R.C. Laugal, B. Shaw, N. Springer-Ali
Student:	S. Kruger
Royal Oak/Southfield:	G. Fournier, M. K. Lawless, R. Nagler, D. Rowe, C. Sanford-Brown, A. Sargeant, M. Vollbach
Guests:	C. Benson, K. Lorencz, J. Matteson, C. Nancy, D. Mathews, T. Wangler

2) Acceptance of Agenda:

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

3) Approval of Minutes:

**MOTION: To approve the minutes of October 26, 2006 as written. Seconded, passed**

4) Leadership:

Chair Mary Ann McGee reported that Chancellor Spangler met with Senate Leadership and discussed the Vice Chancellor of Academic and Student Affairs' position and Leadership provided feedback on her proposals. This is an opportunity to look at how well the position is structured for the institution.

5) Presentation:

- None

6) Old Business:

Bryan Dubin presented the following motion on behalf of the Highland Lakes Academic Senate Council:

**MOTION: That the Global Education, Developmental Education, and Diversity Committees remain non-Senate committees, and report to the Senate, as necessary, through the Chancellor.**

**A friendly amendment was made to publish the minutes and meeting schedules of the committees listed above so others can have the opportunity to attend the meetings. Seconded.**

**A friendly amendment was made to remove Developmental Education from the original motion and consider it as a separate issue. Seconded.**

Discussion followed:

- Create a third type of committee; the general consensus was that more committees was not a solution to the problem.
- Developmental Education is more of an implementing committee – not a Senate Committee.
- The Developmental Education Committee has gone through several iterations. Presently, the College Planning Council has charged the committee to develop a model for developmental education by fall 2007 which will be brought before several committees to be discussed and reviewed.
- Developmental Education is one of the most important committees in the College because it deals with approximately 40% of our students.
- The committee is an important interest group and it shouldn't feel imperiled if it doesn't fall under the purview of the Senate.

**The second friendly amendment was voted on and the motion failed.**

**The original motion as amended was voted on and it passed.**

7) New Business:

- ETS Partnerships  
This item will be covered under the Chancellor's report.
  
- Registration Problems

Mary Ston reported that the agenda item was a result of a discussion at Senate Leadership regarding registration problems. On the first day of winter registration during the first two hours students could not get into the system to register and by the time they did get in the classes they needed to complete their degree were closed. Alternatives to the registration process should be addressed.

Andy Hillberry reported the following:

- There should be a "registration celebration" because OCC has never registered as many students as they did within the first two hours of winter registration.
- The pipeline can be increased, a few more touchtone lines can be added and other technical tweaks can be made to improve performance of the registration system.
- In order to make a significant impact it would cost approximately 250,000 – 500,000 to correct the problem.

Lloyd Crews reported that he is working with Carla Mathews and Maurice McCall and they are reviewing different registration models. For example – registering alphabetically, and prioritizing registration based on the number of credit hours a student has taken. They plan on having something in place before the fall semester registration. There will be an update at the January CAS meeting.

The following suggestions were offered:

- It is not feasible for students to register based on the number of credit hours they have taken.
- Models of comparable multi-campus institutions should be reviewed.
- Allied Health students should be considered as a "special category."
- Preference should be given to students that need to complete classes that have restricted program enrollment.
- Consider a continuous education process – register throughout the semester.
- Alternate the order of the alphabet every semester.
- Simplify online registration.

Lloyd Crews will review the concerns with Carla Mathews and Maurice McCall and come back with a proposal.

- Assessment of Prerequisites

Mary Ston recommended that Senate discuss the effects from removing prerequisites.

**MOTION: To move as a committee of the whole for discussion of prerequisites. Seconded, passed.**

**MOTION: To dissolve the committee as a whole. Seconded, passed.**

**MOTION: That the Deans will work with IR to research the issue of prerequisites and course completion. Seconded, passed.**

8) Standing Committees:

- *Academic Planning/Jayne Lobert*

Jayne Lobert reported the following:

- The committee is proceeding with its function in accordance with the model that was proposed last spring.
- The College AMP and Dr. Reif have supported Shawn Dry as the committee co-chair.
- Campuses will be submitting Campus Academic Master Plans to the College level committee via its campus members.

- *Curriculum/Mary Kay Lawless*

Mary Kay Lawless clarified that under #1 – Minor Program Revisions the revised description is not a prerequisite but a friendly suggestion.

**MOTION: To accept the consent agenda. Seconded, Passed.**

- *Curriculum Review/Gail Mays*

Gail Mays reported that the CRC has completed self study packets – one for the program and one for the discipline. The documents were lodged with Senate so they can be voted on at the January CAS meeting. They can be reviewed on P-Drive and Blackboard.

- *Student Outcomes Assessment/Vicki Kloosterhouse*

Vicki Kloosterhouse reported that the validation process has been finished and 613 students were assessed during SAGE week. The tests will be sent in for assessment.

- *TMC/Gladys Rockind*

Gladys Rockind reported the following:

- She is working with IT to create a searchable database for Senate minutes.
- Mary Anne Sheble is looking into electronic repositories.
- Information from the survey about how technology classrooms work is being reviewed by IR to determine the next steps.
- TMC is reviewing the best way to collect data for academic technology projects.

- *College Administrative Services Council/Mary Ston*

Mary Ston reported that the CASC is chaired by Clarence Brantley and they are working on cost-saving suggestions committed by the college community.

9) Ad Hoc Committees:

- *Student Life/Lloyd Crews*

Lloyd Crews reported the following:

- Dusty Rhodes was approved at this month's Board meeting as the Coordinator of Student Development at the OR Campus.
- The finalists for the Coordinator of Student Development position at the RO/SF Campus will be interviewed next week.

- A Michigan Service Scholars program is available for students. It is a \$1,000 non-competitive scholarship program available for the first time to students at OCC. An e-mail will be sent out explaining the program details.
  - The Student Life goals are being reviewed and they will be distributed to Senate when finalized.
  - Faculty members were encouraged to participate on the Student Life Committee. Meetings are held on the third Monday of the month from 2:30 to 4:30 p.m. at the Guest House.
- *General Education Attributes/Gail Mays*  
Gail Mays reported that the charge of the General Education Attributes committee was reviewed by Senate Leadership and they recommended that the committee establish the philosophy of general education attributes and determine the outcomes. The deadline of having a survey to vote on by winter Discipline Day was removed. The committee meetings will be held on Friday and they would like more participation from Senate members.
  - *Higher Learning Commission/Mary Ann McGee*  
Mary Ann McGee reported that she and Cathey Maze have been reviewing the first drafts from the committees that were due November 20<sup>th</sup>. The first draft is due to the editor by December 15<sup>th</sup>.
  - *On-line Distance Education/Gladys Rockind*  
Gladys Rockind reported that she is waiting for input from two Campus Senates.

10) Administration:

Mary Spangler reported the following:

- ETS is interested in identifying potential institutions to partner with them to be a pilot for some of their instruments. SOAC is reviewing some of the instruments. She will send out an e-mail with additional information.
- The postings for The Vice Chancellor for Academic Affairs and President of the RO/SF Campus will be posted by the middle of December. She is looking for feedback on what the position should be for someone who will lead the academic programs of the institution. The position as currently defined is not where the energy needs to be. It should be in academic programs to insure that students moving through the institution are receiving a quality education. She is also looking into two different positions that will be integrated and closely related. Any increase in cost for the student area would be minimal. She will draft the job announcement for the Vice Chancellor of Academic Affairs.
- She was asked to co-chair an Implementation Task Force for the Detroit Renaissance. The goal of the task force is to bring Michigan back into the competitive fold.
- She was invited to serve on the National Governor's Association (NGA) Task Force on Innovation America.

11) Community Comments:

- Jackie Shadko reported that the Diversity Committee met for the fourth time this year last week. The committee has been in existence for 14 years and their work is still not finished. She will distribute the minutes from the meetings in hard copy to the Senate. A

flyer was available on the distribution table that announced the “3<sup>rd</sup> Annual Martin Luther King, Jr. Day Convocation which will be held on January 12, 2007 at 2:00 p.m. at the OR Campus. Dr. Manning Marable will be the guest speaker.

- Marilyn Kokoszka was going to introduce the student representative at the OR Campus (Sebastian Kruger) but he had left the meeting early. She thanked the Senate for the great impression they made on him.
- Kathy Lorencz reported that the Global Education Committee with the support of Steve Reif made available a public folder on Outlook where information (travel opportunities and minutes) can be shared with colleagues regarding Global Education.

12) Adjournment:

Meeting adjourned: 4:55 p.m.

Respectfully submitted,

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Nick Valenti, Secretary

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Nancy K. Szabo, Recording Secretary

**COLLEGE CURRICULUM / INSTRUCTION COMMITTEE**  
**Academic Senate Consent Agenda**  
**November 30, 2006**  
**Orchard Ridge Campus**

**MINOR COURSE REVISIONS**

1. IIC-1070 College Success Skills  
Change course code to ASC-1070 to reflect a change in the name of the Individualized Instruction Center to the Academic Support Center.
2. HIS-1650-1659 Topics in History  
Add General Education Attribute - #1 Communicate Effectively
3. HIS-1660-1669 Topics in History  
Add General Education Attribute - #1 Communicate Effectively
4. BIO-2250 Pathophysiology  
Change course code to BIO-2660

**MAJOR COURSE REVISIONS**

None

**NEW COURSES**

1. CIS-1295 Voice and Data Cable  
This is a 5-credit course with a Group "B" Classification (25 students). There is a lab fee of \$320. Target date for first offering is Summer 2007.

**GEN-ED COURSE ATTRIBUTES**

1. HIS-1650-1659 Topics in History  
#1 Communicate Effectively
2. HIS-1660-1669 Topics in History  
#1 Communicate Effectively

**GEN-ED DISTRIBUTION LIST**

None

**MINOR PROGRAM REVISIONS**

1. DMS.AASX Diagnostic Medical Sonography  
Editorial changes to catalog. Correct program code to DMS.APP, add bulleted item "High school diploma or completion of GED" as an admission procedure requirement, add footnote to MAT-1560 "May substitute MAT-1630 or MAT-1730 for MAT-1560", add footnote to PHY-1610 "Students taking PHY-1610 should take MAT-1560 prior to PHY-1610", change sentence in program description to read "In order to qualify as a candidate to take the national credential examination, etc..."

2. RAL.AASX Radiologic Technology

Editorial changes to catalog. Correct program code to RAL.APP, add bulleted item "High school diploma or completion of GED" as an admission procedure requirement, add footnote to CIS-1000 "Or higher CIS course", add footnote to PHY-1610 "Students taking PHY-1610 should take MAT-1560 or MAT-1630 in preparation for PHY-1610. Change sentence in program description to read "For details contact the Health Professionals and Technologies Dept at 248.233.2916." Remove BUS-1100 from the Recommended Electives.

**MAJOR PROGRAM REVISION** (10-day notice sent)

None

**NEW PROGRAMS/DEGREES** (10-day notice sent)

None

**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)

None

**OTHER BUSINESS**

None