



OAKLAND
COMMUNITY
COLLEGE

2006-2007 COLLEGE ACADEMIC SENATE
MINUTES OF JANUARY 25, 2007
Southfield Campus

The College Academic Senate was called to order at 3:15 p.m. by Chair Mary Ann McGee. The following individuals were present:

Auburn Hills:	T. Boozer, H. Broesamle, S. Dry, J. Farrah, P. Hale, B. Konopka, G. Mays, R. Muro, G. Rockind, D. Schack, P. Dolly
Guests:	J. Brown-Williams, M. Kersten-Hart, S. Miller, R. Ston, H. Tanaka
District Office:	J. Harper, L. Nadlicki, M. Spangler
Guests:	C. Brantley, L. Crews, C. Mathews, B. Montgomery, L. Redmond
Highland Lakes:	M. Choden, B. Dubin, E. Fett, J. Lobert, M. Ston, K. VanBuren, G. May
Guests:	N. Boulos, V. Kloosterhouse, J. McKay, L. Przymusinski
Orchard Ridge:	G. Faye, L. Gage, M. Kokoszka, D. Levinson, M. A. McGee, L. Roberts, D. Schmeichel, S. Thornton, N. Valenti
Guests:	J. Berry, L. Kayes
Royal Oak/Southfield:	G. Fournier, T. Hendricks, D. Johnson-Bignotti, M. K. Lawless, R. Nagler, D. Rowe, B. Sadecki, C. Sanford-Brown, A. Sargeant, B. Stanbrough, M. Vollbach
Guests:	E. Abbey, M. Abuhassabu, L. Cole, J. Eichold, S. Grunfeld, W. Harris, M. Kosovec, S. Labadie, K. Lee, S. Linden, N. Mirza, D. Niemer, K. Pica, M. Sevegney, 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 November 30, 2006 as written. Seconded, passed

4) Leadership:

Chair Mary Ann McGee reported that a question was raised at Senate Leadership regarding the relocation of departments to campus and if it would impact Senate membership. The Constitution establishes the make-up of Campus Councils. For example, DO has 4 delegates to the Senate but they aren't designated by location/reporting structure. As employees are moving to campus should that change the structure of Senate? This topic is under discussion and the Chair is soliciting feedback.

Mary Ann McGee reported that a couple of programs have gone through the sunseting process. A program that is being sunset should be part of the Senate process. Formal action is required for programs to be put in the catalog so the same action should be required to do the reverse.

MOTION: Move that the Senate form an ad hoc committee to look into sunseting.

The charge of the ad hoc committee is to review the sunseting process and make recommendations back to the Senate.

The motion was seconded and passed.

Mary Ann McGee also reported on the success of the wireless initiative in the Student Center at the OR Campus. There have been 3,000 hits since the installation and it has encouraged collaborative interaction among the students. A formal request has been made to the Chief Information Officer of IT to give an update on the progress of wireless installations at all the campuses at the February CAS meeting.

5) Presentation:

- None

6) Old Business:

- None

7) New Business:

- Motion: Make-up of Campus Senates During Transition Periods

Nick Valenti presented the following motion on behalf of Senate Leadership:

MOTION: That the Senate recognizes the temporary relocation of administration as DO undergoes construction and that each Senate site will maintain their current elected representatives for the remainder of this 2006-7 Senate. Seconded.

Discussion followed:

- This motion, if passed, would not change the current elected structure.
- Senate may want to further consider the impact of future relocation of college-wide administration to individual campuses.
- The Constitution is silent – it doesn't speak to reporting structures.
- Shawn Dry reported that the AH Campus Council has benefited from the DO personnel that have moved to campus and participate in their Campus Senate.

The motion passed.

- Motion: Cancellation of Sections

Shawn Dry presented the following motion from the Auburn Hills Campus Council:

MOTION: That 15 students should not be an arbitrary number used to decide when a specific section must be canceled.

He also presented rationale for the motion.

Discussion followed:

- More authority should be given to deans, department heads and faculty in making the decision to cancel a section in order to put the students first.
- There is a huge impact on students when classes are cancelled.
- There should be a discussion about program availability.
- What is the minimum size for actual teaching experience?
- Courses at the end of a program are especially rare and should not be canceled.

MOTION: Move to table the motion and refer back to Campus Senates for further discussion. Seconded, passed.

- Motion: Late Enrollment/Schedule Adjustment

Darlene Johnson-Bignotti presented the following motion from the Southeast Campus Council:

MOTION: Move that the College allow students to register and adjust their schedules prior to the first class meeting, effective no later than the Summer I semester. Seconded.

Discussion followed:

- This motion does not suggest there be ongoing registration, it is to accommodate students.
- A recommendation was made to review registration policies and procedures to determine how it functions.
- This conversation is a repeat from one that the Senate had last winter which is the reason the language was changed.
- Look into offering late-starting classes for students instead of turning them away.

- Approximately 83 – 85% of students that add classes/register during late registration are unsuccessful – at best there is a 20% success rate.
- The new policy didn't eliminate the problem – it punished students instead.
- A suggestion was made to look at schools that have registration complete before classes start.

MOTION: Move to table motion and go back to the Campus Senates for further discussion. Seconded.

The motion failed.

More discussion followed:

- If the class hasn't met and it is before count date, students should be allowed to register.
- A recommendation was made to establish an ad hoc committee to look globally at registration processes.
- The motion that is on the floor can't be voted on because it violates the FMA. However, the Senate can make a recommendation to administration.

MOTION: Move to table motion and go back to the Campus Senates for further discussion.

The motion was seconded and passed.

- Motion: Screens Available for Registration

Mary Kay Lawless presented the following motion from the Southeast Campus Council:

MOTION: Move to implement pop-up screens for prerequisites.

Mary Kay Lawless explained the benefits of implementing pop-up screens for prerequisites.

Discussion followed:

- Great idea – students are used to getting information in this format.
- Pop-up screens would be a way of informing students what is required of them; students would be liable for what they register for.
- Prerequisites are waived for guest applicants and students with a Bachelor's Degree.
- A lot of people have pop-up blockers; these screens are not an advertisement pop-up.
- Students are timed-out when registering via the web.
- A lot of these questions are IT related.
- Henry Ford Community College has been using these screens for over 3 years.

MOTION: A friendly amendment was made to refer the motion to IT for recommendation. The motion was seconded and passed.

8) Standing Committees:

- *Academic Planning/Jayne Lobert*

No report.

- *Curriculum/Mary Kay Lawless*

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

Mary Kay Lawless reported that March 12th is the final date for making changes/additions to the Catalog.

- *Curriculum Review/Gail Mays*

Gail Mays reported that the CRC reviewed the Mental Health/Social Work Program on January 19, 2007 and their recommendations were available on the distribution table. The disciplines/programs going through the reviews are using the new forms created by CRC.

MOTION: To approve the Curriculum Review forms – one for the discipline review and one for the program review. Seconded, passed.

- *Student Outcomes Assessment/Vicki Kloosterhouse*

Vicki Kloosterhouse reported the following:

- OCC's first Faculty Assessment Day will be held on March 16th from 9:00 a.m. – 1:00 p.m. Both the Critical Thinking and Communicate Effectively rubrics will be used to evaluate "actual" OCC student work.
- It is taking longer to get the data needed from SAGE week than anticipated.

- *TMC/Gladys Rockind*

Gladys Rockind reported the following:

- TMC participated in a technology room use survey; 400 surveys were received back. If you would like to receive a report, please contact Gladys Rockind via e-mail.
- On Discipline Day (February 9th) there will be a vendor showcase in J Building. The committee is looking for feedback.
- The committee is working on a copyright document with Mary Ann Sheble; a document should be available for review in March.
- Senate Leadership has asked that the On-line Distance Education ad hoc committee be reconvened; they have been given a charge.
- Each TLTC will be getting a webcam so videoconferencing with another person will be available across the College.
- The committee intends to survey all faculty regarding academic technology initiatives.
- A special teaching, learning and technology event will be held at the OR Campus on Friday, March 30th - "Virtuality and Actuality: Where Teaching, Learning and Technology Converge." A handout was provided on the distribution table.

- *College Administrative Services Council/Mary Ston*

Mary Ston reported that CASC has established an ad hoc committee to review electronic communication with students. They are looking for a volunteer to represent CAS. If interested, please contact Mary Ston.

9) Ad Hoc Committees:

- *Student Life/Lloyd Crews*
No report.

Mary Ann McGee acknowledged the great diversity event held at OR Campus for “Martin Luther King, Jr. Day.”

- *General Education Attributes/Gail Mays*
Gail Mays reported that the committee has appointed Cathey Maze as the Co-Chair. The committee met last Friday and they are moving forward.
- *Higher Learning Commission/Mary Ann McGee*
Mary Ann McGee reported that drafts have been received from all of the Higher Learning Criterion Committees. Meetings will be held with the groups to discuss changes. The report is on schedule and a rough draft should be available to campuses by the end of April.
- *On-line Distance Education/Gladys Rockind*
Gladys Rockind reported that she is trying to find a date for the committee to meet and invitations will be sent out.

10) Administration:

Mary Spangler reported the following:

- The Search Committees for the Vice Chancellor of Academic Affairs and President of Royal Oak/Southfield Campus met this week to discuss processes and procedures. The jobs have been posted and the intention is for the positions to start July 1st.
- She updated the Senate on discussion with the legislature concerning nursing shortage challenges around the country. The issue of ADN is no longer significant; there is an effort to expand the nursing programs at the community college level. A work group has been created to make recommendations so shortages can be addressed.

11) Community Comments:

No reports.

12) Adjournment:

Meeting adjourned: 4:25 p.m.

Respectfully submitted,

Nick Valenti, Secretary

Nancy K. Szabo, Recording Secretary

COLLEGE CURRICULUM / INSTRUCTION COMMITTEE
Academic Senate Consent Agenda
January 25, 2007
Southfield Campus

MINOR COURSE REVISIONS

None

MAJOR COURSE REVISIONS

None

NEW COURSES

1. MST-1250 Mechanics of Massage Therapy and the Human Body
This is a 3-credit course with a Group "A" Classification (35 students). There is no course fee. Prerequisite is BIO-1600 or BIO-2630 & BIO-2640. Target date for first offering is Fall 2007.

GEN-ED COURSE ATTRIBUTES

None

GEN-ED DISTRIBUTION LIST

None

MINOR PROGRAM REVISIONS

1. MST.APP Massage Therapy
Change in catalog description includes an addition to the list of Basic Admission Procedures to include: A "C" (2.0) or better grade is required in all program's major requirements, required supportive, and general education requirements. Target date for first offering is Fall 2007.

MAJOR PROGRAM REVISION (10-day notice sent)

1. MST.CT Massage Therapy Certificate
Add new course MST-1250 (3 credit) to the list of major requirements, thus increasing the total number of required credits from 40 to 43. Target date for first offering is Fall 2007.
2. MST.AAS Massage Therapy
Add new course MST-1250 (3 credit) to the list of major requirements, thus increasing the total number of required credits from 62 to 65. Target date for first offering is Fall 2007.

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