



OAKLAND  
COMMUNITY  
COLLEGE

2006-2007 COLLEGE ACADEMIC SENATE  
MINUTES OF MAY 24, 2007  
Royal Oak 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, S. Dry, J. Farrah, P. Hale, G. Mays, G. Rockind, D. Schack, P. Dolly
Guests:	J. Brown-Williams, W. Lloyd, S. Miller, R. Ston, H. Tanaka
District Office:	L. Nadlicki, C. Brantley
Guests:	S. Bevier, J. Jurmo, B. Montgomery, S. Reif
Highland Lakes:	B. Dubin, J. Lobert, L. Mastin, M. Ston, G. May
Guests:	N. Boulos, C. Maze
Orchard Ridge:	M. Kokoszka, M. A. McGee, N. Valenti, J. Shadko
Guests:	J. Berry
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,
Guests:	C. Benson, J. Jensen, S. Larson, K. Lorencz, D. Mathews, J. Matteson, D. Niemer

2) Acceptance of Agenda:

Chair Mary Ann McGee announced that Dr. Shadko and Dr. Maze will be making the HLC presentation.

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

3) Approval of Minutes:

**MOTION: To approve the minutes of April 26, 2007 as written. Seconded, passed.**

4) Leadership:

Chair Mary Ann McGee reported the following:

- The updated “Academic Meeting Schedules – 2007-2008” are available on the distribution table. The June 12, 2008 (final meeting of the year) was changed from the HL Campus to OR Campus because HL Campus will be under construction during that time.
- Senate Leadership will have its annual retreat on Thursday, August 23<sup>rd</sup>. Agenda items will be forthcoming.
- The project with IT to make the minutes posted on Infomart searchable is now available. You will be able to search and find all items pertaining to a particular topic. Gladys Rockind will be sending out directions via e-mail regarding this.
- In order to have adequate time on the agenda for the HLC presentation and the discussion regarding the AMP, the standing committees have been asked to provide their reports in writing.

5) Presentation:

- HLC

Jackie Shadko reported that she attended the HLC annual meeting in April along with other administrators and faculty members from OCC. At a special session for presidents and trustees, the focus was on large-policy issues (the way OCC responds to the HLC). The Department of Education at the National level has a team of negotiators working on rewriting a code that deals with accrediting bodies. Negotiations have gone to the third level and they are predicting a fourth round. Issues they are negotiating include: Pushing for one set of regulations and measures for all colleges and universities. This would mean that thousands of institutions would be held accountable to the same standards. Also, institutions would not make the decision regarding what courses would transfer. The fourth set of negotiations will take place within a couple of weeks. Any feedback should be sent directly to the Department of Education.

Cathey Maze reported that the self-study is coming together. The seven chapters are ready to be printed and sent out to the College community for their feedback. The first two chapters are an introduction/overview of OCC and the remaining five chapters are devoted to each criteria. Two chapters will be added to the self-study after feedback is received. Chapter 8 will deal with federal compliance, and chapter 9 will list the strengths and challenges of OCC and there will be a request for accreditation for the next ten years. OCC could be faced with the challenge of not closing the loop with assessment. The HLC wants evidence as to how changes were made to make it better. They want to know that assessment of student learning is occurring ( not just grades) and that the results are used to improve learning. If OCC is written up, there could be a follow-up progress report required or a focus visit.

The plan is to put the document in the form of a PDF file on Infomart sometime next week and hard copies will be available for review on each campus in the library and President’s office. Please look for accuracy in the material and if pertinent information was left out. Editing errors will be cleaned up over the summer. Senate members were encouraged to take the time to review the document and send feedback to Mary Ann

McGee or Cathey Maze within the next two weeks. The final document will be printed sometime in mid to late September.

6) Old Business:

- Academic Master Plan

Shawn Dry and Jayne Lobert highlighted the “Oakland Community College Academic Master Plan Draft Document” that was available on the distribution table. The document is a result of feedback and suggestions made by representatives from the different campuses at the College-wide AMP meeting. The document contains a Preamble, and a list of four academic goals that OCC will concentrate on over the next five years. A copy of the goals from the campus academic plans is appended to the document.

**MOTION: To accept the goals presented by the committee for purpose of discussion. Seconded, passed.**

Discussion followed:

- Goal number 4 should address globalization.
- A statement of the mission is missing.
- Curriculum is too limiting.
- The document is a very large umbrella set of goals – it is not meant to exclude the beliefs that were evident in the campus plans.
- The document is broad enough to show the campuses individual strengths.
- How can global awareness be included?
- The Global Education Committee recommends inclusion in the Academic Master Plan curricular goals that ensure students have the opportunity to develop global awareness competencies required to prepare them for challenges that await them.
- The AMP committee is trying to explicate the process.
- The document is not complete – it is only a starting point.

**Friendly Amendment: Under Goal 1: Curriculum - add a third bullet as follows: develop global awareness competencies. Seconded.**

**Friendly Amendment: Under Goal 4: External Communities – delete the word surrounding in the first sentence and replace it with “external.” Seconded.**

**Friendly Amendment: Under Goal 4: External Communities – add a third bullet as follows: develop broader global connections. Seconded.**

**The question was called.**

**The proposal as amended passed.**

Mary Ann McGee thanked the committee members for their hard work.

- General Education Motion

Gail Mays read the motion that was lodged for discussion at last month's CAS meeting:

**MOTION: Revise the OCC General Education Philosophy.**

Proposed Statement: General Education will enable students to acquire and apply a ~~broad~~ foundation of knowledge and skills needed to be productive and responsible in a changing world.

The Oakland Community College General Education distribution courses and other campus experiences lead to the development of the following:

List of Outcomes

Other Oakland Community College courses reinforce and model this philosophy.

Bryan Dubin presented the following substitute motion from the HL Campus Academic Senate Council:

**MOTION: That the OCC General Education Statement read as follows: General Education is designed to enable students to acquire and apply a broad foundation of knowledge and skills needed in a changing world. Seconded, passed.**

Discussion followed:

- The HL motion is an attempt to hedge the issue and clean up the language.
- The motion is too wordy and poorly written

**The question was called.**

**The motion failed.**

**MOTION: To accept the language as submitted by the Ad Hoc General Education Committee. Seconded.**

**Friendly Amendment: To strike the word "broad" in the Proposed Statement. Seconded.**

**The motion passed.**

- Recommendations for Plagiarism Guidelines

Cathey Maze highlighted the information on the blue sheets available on the distribution table – "Student Handbook," and "Adjunct Handbook and Infomart." The documents incorporated input from the Campus Senate meetings on May 10<sup>th</sup> pertaining to Plagiarism/Academic Dishonesty. The "Student Handbook" document provided both Current and Suggested Revisions for the Student Information, and Rules and Regulations>Cheating sections on page 4 of the 2006/07 Student Handbook. The word "Cheating" would be changed to "Academic Dishonesty." The information provides seriousness and consequences. The purpose of the "Adjunct Handbook and Infomart"

document is to provide guidelines for faculty to follow, and the faculty members have the sole responsibility for decisions about grades and discretion for responding to academic dishonesty in the best interest of students.

**MOTION: To move acceptance of the documents for purpose of discussion. Seconded, passed.**

**Friendly Amendment: Add to the first paragraph, first sentence under Student Information>Rules and Regulations>Academic Dishonesty the following: It is College Policy that ..... Seconded.**

**Friendly Amendment: Add to the first paragraph, second sentence under Student Handbook>Student Information the following: At the discretion of the instructor, .....Seconded.**

**Friendly Amendment: Under the College Policy section of the “Adjunct Handbook and Infomart” add a notation that identifies the page number where the information is located in the Student Handbook. Seconded.**

**MOTION: To move acceptance of the documents as amended. Seconded, passed.**

7) New Business:

- Campus Safety

Mary Ann McGee reported that at the May Senate Leadership meeting and Campus Senate meetings there was discussion regarding campus safety in reaction to the Virginia Tech tragedy. The feedback from the conversations was drafted into a memo that was given to Terry McCauley and Clarence Brantley. The memo highlighted the following:

- The work being done to identify campus safety plans is appreciated.
- It has been a long time since the college has had training related to campus safety.
- There needs to be more dialogue regarding the roles of public safety.
- A list of physical plant issues were also noted such as no phones in classrooms, no panic buttons and poor lighting.

- “Google Apps for Education” (student e-mail system)

Mary Ston highlighted the “Google Apps for Education” handout as follows: Google Apps for Education provides students with a permanent e-mail address they can keep forever. It offers a variety of services to help faculty, staff and students communicate and collaborate more effectively. Users can preview their inboxes and calendars, and have direct access to essential content (i.e., link to class schedule, bill payment, etc.). The services provided would not cost the college.

**MOTION: Move that the CAS endorse the idea of “Google Apps for Education.” Seconded, passed.**

8) Standing Committees:

- *Academic Planning/Jayne Lobert*  
No report.
- *Curriculum/Mary Kay Lawless*  
Mary Kay Lawless reported there will be a Curriculum meeting in June and written reports should be submitted as soon as possible.

**MOTION: To accept the Consent Agenda. Seconded, passed.**

- *Curriculum Review/Gail Mays*  
No report.
- *Student Outcomes Assessment/Vicki Kloosterhouse*  
No report.
- *TMC/Gladys Rockind*  
No report.
- *College Administrative Services Council/Mary Ston*  
No report.

9) Ad Hoc Committees:

- *Student Life/Lloyd Crews*  
No report.
- *General Education Attributes/Gail Mays*  
No report.
- *Higher Learning Commission/Mary Ann McGee*  
No report.
- *On-line Distance Education/Gladys Rockind*  
No report.
- *Registration*  
Mary Ann McGee reported that this committee has not met. Several topics the committee was to address have been overtaken by other committees to resolve and their charge may need to be reassessed.
- *ASAP Proposal/Henry Tanaka*  
Report available on distribution table.

10) Administration:

- Clarence Brantley thanked the Senate for their work on the AMP. The strategies to accomplish the plan are very important and he hopes that everyone will be strongly involved to get the work done. The AMP is a beginning product and not the end. It will

keep changing in order to meet the needs of the students. The CPC will be asked to incorporate the work into the College Strategic Plan.

He also thanked the two leaders for their work on the HLC report. This is something the college needs to be passionate about and he emphasized the necessity of developmental education. OCC also needs to be in the forefront to assist those that need retraining who have lost their jobs.

11) Community Comments:

Mary Ann McGee announced that there are no Campus Senate meetings scheduled in June and it will be up to the Campus Chairs to decide on a meeting date if needed.

12) Adjournment:

Meeting adjourned: 4:42 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**  
**May 24, 2007**  
**Royal Oak Campus**

**MINOR COURSE REVISIONS**

NONE

**MAJOR COURSE REVISIONS**

NONE

**NEW COURSES**

1. POL-1990-9 Topics in Political Science  
This is a series of ten variable credit courses (1cr – 4cr) with a Group “A” Classification (35 students). Target date for first offering is Fall 2008.
  
2. POL-2990-9 Topics in Political Science  
This is a series of ten variable credit courses (1cr – 4cr) with a Group “A” Classification (35 students). Target date for first offering is Fall 2008.

**GEN-ED COURSE ATTRIBUTES**

NONE

**GEN-ED DISTRIBUTION LIST**

NONE

**MINOR PROGRAM REVISIONS**

NONE

**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