



Chancellor's Cabinet

Mary S. Spangler, Ed.D.
Chancellor

Clarence E. Brantley
Vice Chancellor
Administrative Services

Steven J. Reif, Ph.D.
Vice Chancellor
Academic Affairs (Interim)

Andrew R. Hillberry
Chief Information Officer

Cheryl A. Kozell
Chief Strategic
Development Officer (Acting)

Catherine J. Rush
Chief Human Resources Officer

David P. Adams, Ph.D.
Campus President
Royal Oak/Southfield (Interim)

Patricia A. Dolly, Ed.D.
Campus President
Auburn Hills

Gordon F. May, Ph.D.
Campus President
Highland Lakes

Jacqueline A. Shadko, Ph.D.
Campus President
Orchard Ridge

Lloyd C. Crews
Executive Director
of Student Services (Acting)

Pamela L. Kramer
Executive Assistant to the
Chancellor (Resource)



Purpose: to keep the college community informed about issues addressed by the Chancellor's Cabinet.

Chancellor's Cabinet (CC)

The CC meets one day each month to discuss *strategic* issues and ½-day each month to coordinate *operational* issues. The strategic meeting was held at District Office in Rochester Hills (during renovation of DO).

November 1, 2006, Strategic Meeting Topics

- *November Board of Trustees (BOT) Agenda:* Note that draft agenda for the BOT's Executive Officers to review, finalize and distribute according to BOT policy and the Open Meetings Act was prepared in a separate meeting on Nov. 8. **Leaders:** entire CC
- *Status Review of Strategic Plan:* Briefed CC on Special BOT Planning session on Oct. 23, attended by 5 trustees and facilitated by Consulting Resource Associates facilitator Ken Myers. Noted BOT interest in focused presentation at November BOT meeting along with a fuller update to newly seated board in January. C. Kozell and M. Spangler will make both reports. Reviewed presentation made at Administrator/Manager Retreat on Nov. 1. **Leaders:** C. Kozell/M. Spangler
- *Review Faculty Contract:* Discussion of summary changes to FMA for clarification, information, and action where needed or appropriate. Status of negotiations with Public Safety Officers and Teamsters provided. **Leader:** C. Rush
- *Diversity Committee:* Discussed Academic Senate issues regarding status of Diversity Committee. Reviewed chronology of committee and membership. In view of de-commissioning by Senate, consensus of cabinet that committee report to CC and provide informational reports to the Academic Senate under the chancellor's report. The number of faculty slots will be increased. **Leader:** J. Shadko
- *Southfield Campus:* Issues regarding property lines reviewed as a result of adjacent property owner's inquiry. **Leader:** D. Adams

November 21, 2006, Operational Meeting Topics

- *Election Results:* Brief review of implications for higher education at the federal level, resulting from changes in leadership in Washington, D.C.
- *ETS Pilot and Grant Partnerships:* Report that Senate is reviewing possible interest in piloting ETS instruments as presented to Senate Leadership in November.
- *Strategic Meeting Locations:* Beginning in January, CC will hold strategic meetings on individual campuses according to the assigned CC officer for that meeting. This will provide the opportunity to become more familiar with individual sites.
- *Travel Request Protocol:* Discussion about how to handle atypical opportunities for OCC to participate in conferences and workshops that require financial resources. College-wide vs. campus application would help determine which account to charge. Recommend taking process to CAC for review.
- *RO/SF Campus President Position:* Review of timeline for search process and general composition of search committee. Visits to RO and SF scheduled for December. Job announcement will be based on campus input.
- *Authorized User Notice:* Consensus to include pop-up notice every time before user of OCC electronic communication resource can enter system. Policy called "Appropriate Use of Information Technology Resources."
- *Change of Department Names:* Discussion of protocol to change names considering several changes have not been formally approved and all changes involve costs. Decision to have CC review proposed changes.
- *Logo:* More departments are expressing interest in developing logos to identify themselves. Decision to have Marketing Task Force develop protocol and CC review printing guidelines and assess whether differing logos should be restricted.

Chancellor's Campus Visit Schedule

Members of the OCC family are encouraged to visit the chancellor when she is on campus. Dates and times are subject to change. Please check your e-mail for the latest information.

| DATE | CAMPUS/EVENT | TIME | LOCATION |
|-------------|-----------------------------|---------------------|-----------------------------|
| December 7 | Orchard Ridge Campus Visit | 10:30 am – 11:30 am | President's Conference Room |
| December 7 | Royal Oak Campus Visit | 2:00 pm – 3:00 pm | B251 |
| December 8 | Auburn Hills Campus Visit | 8:30 am – 9:30 am | F Building Atrium |
| December 11 | Highland Lakes Campus Visit | 4:00 pm – 5:00 pm | Student Center Arena |

Chancellor's Advisory Council

Mary S. Spangler, Ed.D.
Chancellor

Clarence E. Brantley
Vice Chancellor
Administrative Services

Tina M. Felcyn
Admissions Recruiter

Muriel M. Gray
Faculty Secretary

Tahir B. Khan
Faculty
Academic Senate

Cheryl A. Kozell
Chief Strategic
Development Officer (Acting)
Coordinator, Strategic Plan

Jayne H. Lobert
Faculty
Academic Senate

Mary Ann McGee
Chairperson
College Academic Senate

Carla R. Mathews
Dean of Enrollment Services

Rocio Oxholm-Flores
International Student Advisor

Steven J. Reif, Ph.D.
Vice Chancellor
Academic Affairs (Interim)

Jacqueline A. Shadko, Ph.D.
Campus President
Orchard Ridge

Advisory Students

Susan Haight

Jason Hale

Shirantha Kannagara

Kim Newton

Purpose: to keep the college community informed about issues addressed by the Chancellor's Advisory Council.

Chancellor's Advisory Council (CAC)

CAC generally meets the first Friday of each month to provide the chancellor an opportunity to gather input on strategic and operational issues. Minutes are recorded, approved at the next meeting, and then posted on InfoMart. CAC operates by consensus. Membership is representative. Meetings are open to the entire college community.

November 3, 2006, Report on CAC Activities

- *Strategic Planning:* M. Spangler reported on behalf of C. Kozell the overall task force activities to date. She distributed a complete set of the *Chancellor's Response to Strategic Planning Recommendations*, calling attention to the four recently completed: 1.4, 4.2, 6.1, and 7.1. A presentation to the BOT on the strategic plan will be made at an upcoming BOT meeting. The college-wide call for volunteers has resulted in 36 new individuals interested in participating. The Senate will review all faculty volunteers in advance of task force assignments.
- *Report from CPC:* CPC is developing a master planning schedule and working to identify major trends for the next planning cycle. They are also developing processes to deal with operational and strategic issues.
- *Auburn Hills Student Center Process for Student Input Review:* Process for student input used to develop Auburn Hills student center was described by L. Huber: informal surveys, web-based surveys, individual surveys, group meetings, departmental meetings, and student forums were used to gather student input. Several hundred students participated. The student center is scheduled to open in March 2008.
- *Vice Chancellor and Royal Oak/Southfield Campus President Positions:* M. Spangler invited input on postings that for Royal Oak/Southfield Campus President and the Vice Chancellor positions. The postings will be sent out in December. J. Shadko will chair the Vice Chancellor search committee. G. May will chair the Royal Oak/Southfield Campus President search committee. The chancellor will visit Royal Oak/Southfield Campus and College Senate to obtain input on respective positions. CAC discussed the makeup of the search committees. CAC members may give more input regarding the positions at the December CAC meeting.
- *Items from Floor:* M. McGee noted counseling is meeting with individuals accepting Ford Motor Company buyouts. OCC's response to this group of individuals has been fragmented. Henry Ford CC has developed a response and is looking for a partner. S. Miller will develop a concept for a taskforce to address the issue and M. Spangler will convene a taskforce. This is a critical issue to address in the next few weeks.

Chancellor's Advisory Council 2006-07 Schedule

Members of the OCC family are invited to attend these open meetings with supervisor approval.

| DATE | TIME | PLACE |
|------------------|----------------------|---------------|
| December 1, 2006 | 9:00 am – 11:00 am | DO Board Room |
| January 12, 2007 | 12:00 noon – 2:00 pm | DO Board Room |
| February 2, 2007 | 9:00 am – 11:00 am | DO Board Room |
| March 9, 2007 | 12:00 noon – 2:00 pm | DO Board Room |
| April, 2007 | No Meeting | |
| May 11, 2007 | 12:00 noon – 2:00 pm | DO Board Room |
| June 1, 2007 | 9:00 am – 11:00 am | DO Board Room |

Vision 2002 - 2007

Oakland Community College puts students first so they reach their highest potential.

We are a caring college that values innovation, high quality service, and professionalism at every level.