

2001-2002 COLLEGE ACADEMIC SENATE
MINUTES OF OCTOBER 25, 2001
Highland Lakes Campus

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

Auburn Hills:	S. Blackman, H. Boresamle, R. Muro, J. Pardon, N. Stephens, M. Ston
Guests:	L. Glenn
District Office:	C. Brown, D. Bugay, R. Thompson
Highland Lakes:	D. Fiems, V. Jones, G. Keith, K. Robinson, R. Solarte, R. Spainhour, R. T
Guests:	S. Hanna, K. Smith
Orchard Ridge:	E. Callaghan, G. Faye, M. Kokoszka, T. Walter, R. Zemke
Royal Oak/ Sfield	K. Lorencz, D. Niemer, S. Reif
Guests:	G. May

2) Acceptance of Agenda :

Motion: To add the last grade/best grade issue to the agenda. Seconded, passed.

Motion: To accept the agenda as amended. Seconded, passed.

3) Approval of Minutes:

Motion: To approve the minutes of September 27, 2001 as written. Seconded, passed.

4) Leadership

All issues discussed at Senate Leadership will be brought forward today.

5) Presentation

William Furtaw, OCC's Director of Public Service Programs, reported on the Combined Regional Emergency Service Training Center (CREST) Project. CREST, located at the Auburn Hills Campus, provides a hands on training location for police, fire, EMS and industrial and utility personnel who respond emergency situations. It contains 3 houses; a motel; a convenience store; a gas station; a bank; a training center (school); and a multistory burn building. It is a realistic setting for testing new equipment, products, and techniques, including hazardous materials training. Chancellor Thompson's current goal is to raise an additional 6 million dollars which will be supplemented with matching funds from the state.

6) Old Business

The error in the catalog regarding which grade to use in calculating a student's gpa was corrected as approved by the College Academic Senate.

- *Augmentation of the College Facilities Committee*

Motion: From each site, the Campus Senate appoints one of its Campus Facilities Committee members to the College Facilities Committee. They report the campus requests to the Campus President and the College Academic Senate . Seconded, passed.

- *Augmentation of the Vacancy Committee*

Motion: Each Campus Senate is to establish a Campus Vacancy Committee to report to the Campus President. The make-up of these committees should be consistent across the College. The role of the committee is to review all vacant positions with respect to campus priorities. Additionally, the Campus Vacancy Committee will review and make recommendations about future needs to the Campus President and the College Academic Senate.

A friendly amendment was added to the motion stating that "consistent across the College" be defined at a later date. Seconded, passed.

- *Proctoring exams for Distance Learning Courses:* The Michigan Community College Virtual Learning Collaborative (MCCVLC) requires us to produce a formal proctoring document. The agreement is intended to cover students registered in distance learning courses at community colleges involved with the MCCVLC. The document applies to students who are located a geographical distance far away from their instructors. This agreement was developed with other community colleges and is not intended to cover the general public. A decision was made to have Chancellor Thompson craft a statement to use when people ask us to proctor tests for them.

- *“I” Grade:* Previously, students could graduate with an “I” grade on their transcript if the “I” was in a subject not required for his/her degree. Sometime in the last year, that rule changed. It was noted that “I” grades revert to WP after one year. Vice Chancellor Carol Brown will ascertain when this change occurred.

The Royal Oak/Southfield Campus submitted the following motion at the September 27 College Senate meeting.

Motion: Students who have completed all the College requirements for a degree and/or certificate shall be granted that degree and/or certificate without regard to any “open record.” [i.e. an I(complete) grade in a course not required for the degree and/or certificate]. Seconded.

Discussion points: If this is a change in policy, we need advice from the registrar. Motion: to reconsider. Seconded, passed. Motion: to table until the November College Senate meeting. Seconded, passed.

7) New Business

- Syllabi components: Motion: That campuses will take the Syllabi Components under consideration, specifically with the idea of moving General Education Attributes from Optional to Strongly Recommended. Any other revisions will be considered at this time as well. Seconded, passed.

8) Standing Committees

- Curriculum/R. Spainhour – A hearing to discuss streamlining the curriculum process is scheduled for November 5. Written proposals can be brought to the hearing. There are concerns about the General Education attributes. It may be appropriate for the General Education Committee to reconvene and revisit the general education rules.
- Curriculum Review – No report.

In answer to the catalog deadline problem, we will do what we can and try not to worry about deadlines. Faculty who want to make changes to the catalog need to make them early.

- SOAC – No report.
- TLTR/P. Briggs - Terry Hajduk, Senior Architect for Burgess and Niple, and a specialist in designing teaching/learning environments, will speak at the October 26 TLTR. It is scheduled in the Highland Lakes Student Center from 8:30 a.m.-1:00p.m.

9) Ad Hoc Committees

- Technology Implementation – No report.
- Student Life/D. Sobol lodged the recommendations report. The information in this report was gathered between the months of January and May 2001.

Motion: To send the Recommendations for Student Activities at OCC Report to the campuses for their consideration. Seconded, passed.

10) Administration:

The Future Search: A Vision for Excellence Report was distributed. This report is the outcome of a strategic planning meeting held on October 5 and 6 2001. OCC is in the last year of our five year master plan and we are in the process of developing the 2002-2007 Strategic Plan. We need to have plans in place and be ready to implement them at the beginning of next fiscal year. Briefing booklets will be distributed to all senate members.

11) Community Comments

Campus/Site Senate Announcements

Auburn Hills – In striving to meet the campus goal of increased communication with students, a proposal to install kiosks is being prepared and will be submitted to the College Planning Council.

Highland Lakes – Hosted a Diversity Conference with the City of Waterford; has an art exhibit on display; and is making plans for emergency evacuation.

Orchard Ridge - Will host the annual alumni basketball game on November 2; a basketball tournament is scheduled for November 9, 10 the Wassail Dinner is scheduled for December 6; and a committee was formed to research the possibility of hosting a series of workshops to discuss the issue of terrorism.

Royal Oak/Southfield – Reviewed campus goals; discussed proctoring; and has photograph exhibit on display.

District Office – Reviewed their mission statement. Jill Dunphy made a presentation.

An Applied Technology Open House is scheduled for November 8 from 6-8 pm.

Deans search process is underway and screening begins next week.

12) Adjournment: 4:30 p.m.

Respectfully submitted,

Marilynn Kokoszka, Secretary

Patricia J. Funtik, Recording Secretary