

2005-2006 COLLEGE ACADEMIC SENATE  
MINUTES OF APRIL 27, 2006  
Highland Lakes 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, R. Bowden, S. Dry, S. Fine, B. Konopka, G. Mays, A. Racka, R. Ston
Guests:	L. Glenn, M. Kersten-Hart, T. McCauley, A. Palmer, G. Rockind, D. Schack
District Office:	J. Dunphy, J. Harper, R. Thompson, M. Spangler
Guests:	G. Harris, A. Hillberry, T. Marback, C. Mathews, B. Montgomery, L. Nadlicki
Highland Lakes:	B. Dubin, D. Fiems, S. Fiems, S. Hanna, J. Lobert, L. Mastin, C. Maze, M. Petrack, K. Robinson, M. Ston, G. May
Guests:	J. Baldwin, N. Kassab, V. Kloosterhouse, J. Lloyd
Orchard Ridge:	D. Fisher, L. Gage, M. Kokoszka, M. A. McGee, M. Pergeau, L. Roberts, D. Schmeichel, N. Valenti
Guests:	T. Baracco, J.J. Berry, S. Dyer, D. Edford, T. Ingram, V. McNiff, L. Michels, M. J. Schuster, S. Thornton
Student:	Z. Hasan
Royal Oak/Southfield:	D. Bartleman, L. Crews, D. Johnson-Bignotti, S. Linden, R. Nagler, M. Vollbach
Guests:	W. Harris, R. Koblin, M. Kosovec, J. Matteson, D. Niemer, S. Reif, B. Sadecki

2) Acceptance of Agenda:

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

3) Approval of Minutes:

**MOTION: To approve the minutes of March 23, 2006 as written. Seconded, passed.**

4) Leadership:

Mary Ann McGee reported that at the last Leadership Meeting a recommendation was made that when documents are available that will be discussed at the CAS meeting, they will be sent out to the membership beforehand via e-mail. The documents will also be posted on the Blackboard site.

5) College Senate Elections for the 2006-07 Academic Year

Mary Ann McGee welcomed all new and returning senators for 2006-07. She reminded the Senate that only newly elected council members for next academic year can vote in the election.

Nominations for Chair: Mary Ann McGee

**MOTION: To close nominations and approve by acclamation. Seconded, passed.**

Nominations for Vice Chair: Mary Ston; Nick Valenti – withdrew

**MOTION: To close nominations and approve by acclamation. Seconded, passed.**

Nominations for Secretary: Nick Valenti

**MOTION: To close nominations and approve by acclamation. Seconded, passed.**

6) Presentation:

None

7) Old Business:

- Biology 1630

Mary Ann McGee reminded the Senate that at last month's meeting BIO 1630 was pulled from the Consent Agenda and tabled so the affected disciplines could have a discussion on what was being proposed.

**MOTION: To remove BIO 1630 from the table for discussion. Seconded, passed.**

Dawn Edford made the following motion on behalf of the Biology discipline:

**MOTION: To amend the BIO 1630 Course Proposal as stated:**

**PROPOSED COURSE DESCRIPTION**

**BIO 2630 4 Credits**

**Human Anatomy and Physiology I**

**The course will analyze the structural and functional relationships of the human body at the biochemical, cellular, tissue, organ and system level. Emphasis will be placed on the identification of the major anatomical parts and the physiological activities of the integumentary, skeletal (including articulations), muscular, and nervous (including special senses) system. The laboratory section of this course involves the application of the concepts presented in lecture. It is expected that the students have had high school biology and chemistry. Course/lab fees.**

The prerequisite has been removed and the underlined sentence has been added back into the course description. The disciplines affected have voted on the proposed course description and they approved.

**The motion was seconded and passed.**

The changes will be reflected in the 2006-07 Catalog.

8) New Business:

- Motion Regarding English Placement Testing Waiver

Sally Hanna presented the following motion from the Developmental Education Committee:

**MOTION: To eliminate the one-semester English Placement Testing Waiver.**

It is recommended that the automatic one-semester waiver for taking the English COMPASS placement test be eliminated. Under defined circumstances, a student may be granted a waiver by the counselors. It is proposed that this recommendation be piloted for 2 years beginning fall 2006 at all four campuses. The rationale for this recommendation was also highlighted. This recommendation has also been endorsed by the English faculty teaching ENG 1055 – Academic Literacy I.

Sally Hanna also provided a chart that interpreted how students are placed into the various English courses based on the score they received on the reading and writing section of the COMPASS test.

The following issues were raised for discussion:

- What are the circumstances under defined circumstances? Or, possibly change the wording to certain or special?
- Information should be given to the counselors regarding students that are eligible for waivers.
- Consideration should be given to implementing winter semester instead of fall.
- Any other issues should be forwarded to their Campus Senate Chairs for discussion at their next meeting.

**MOTION: To lodge the motion above for discussion at the Campus Senate meetings. Seconded, passed.**

- Academic Sanctions

Carla Mathews reported that Academic Sanctions will be re-implemented beginning with Summer II, 2006 grades. We are not seeking endorsement on the handout provided on the distribution table because we are attempting to re-implement electronically what was already in place before we went to Colleague. There is no substantive change in the sanctions philosophy or methodology since the move from our Legacy system to Datatel Colleague. Counseling Chairs and the Registrar have worked cooperatively and successfully to improve the communications and implementation details for students. If in the automated re-implementation of sanctions via Colleague we discover issues or problems, these will be corrected and we'll keep Senate informed as necessary. If at some future point the College wishes to change or improve sanctions, the Vice-Chancellor has pledged that we will do so within the Senate, working cooperatively with the Senate to design and vet any changes.

Discussion followed:

- The Senate would like to review a draft copy of the letters that will be sent to students and the automatic message on the grading screen.
- Re-implementation of Academic Sanctions places the College more in line with NCA.

- General Education Proposal

Mike Vollbach highlighted a draft of the "General Education Attributes Ad-Hoc Committees' Proposal." There are seven proposals for discussion (A – G); however, Proposal A is to continue with the same attributes. The other proposals include the top line attributes based on results from a faculty survey and assessment activities. The document was brought forward as a discussion piece to go back to the campuses and return to the College Senate with feedback.

Discussion followed:

- What is reasonable to assess?
- What are reasonable outcomes?
- How should the Senate proceed to have college-wide discussions?
- General education attributes and the general education distribution list should be related.

**MOTION: To lodge the Draft of the General Education Committees' Proposal for discussion at the Campus Senate meetings. Seconded, passed.**

9) Standing Committees:

- *Academic Planning/Jayne Lobert*

Jayne Lobert reported that the campuses are working on academic planning. She hopes to submit a proposal from the committee at next month's meeting.

- *Curriculum/Mary Kay Lawless*

Terry Cremeans reported that there wasn't a Consent Agenda because of the catalog deadline. The committee is working on revising the Curriculum User Handbook that was last revised October, 2002.

Terry Cremeans presented the following motion on behalf of the Curriculum Committee:

**MOTION: To bring the revisions to the Curriculum User Handbook to the Senate for approval in 2 parts: first part - the main body (grammatical and order changes), and second part – forms. Seconded, passed.**

Terry Cremeans reported that the Curriculum Committee and Counseling Departments are moving towards a dynamic catalog. Anything that is passed by Senate would become part of the on-line dynamic catalog after approved. He asked the Senate to think about the idea that was introduced and the Curriculum Committee will propose a process for consideration.

- *Curriculum Review/Gail Mays*

Gail Mays reported on the programs that have been reviewed – Fire Fighting Technology and Landscape Design. Recommendations from the reviews were also listed on the back page of the CRC report. She also provided a schedule of upcoming reviews for Interior Design, Architecture and Welding.

CRC is also working on "A New Process for Curriculum Review." The document includes the following information: What the curriculum review process aims to do; What the curriculum review process is; The sequence the curriculum review process follows; and What the curriculum review general operating process is.

Gail Mays made the following motion on behalf of the Curriculum Review Committee:

**MOTION: To lodge the document "A New Process for Curriculum Review" for discussion at the Campus Senate meetings. Seconded, passed.**

- *Student Outcomes Assessment/Vicki Kloosterhouse*

Vicki Kloosterhouse reported that SOAC is working on SAGE assessment for fall, creating a 3-year timeline, and developing a SOAC website.

- *Diversity/Lloyd Crews*

Lloyd Crews reported the following:

- The fourth cultural diversity month took place in April. He thanked those that participated in the events.
- Diversity events will be held during the summer semesters.
- He thanked Dr. Smydra for her leadership to the Diversity Committee.

- *TMC/Gladys Rockind*  
Gladys Rockind reported the following:
  - She asked the new Campus Senate Chairs to forward the names of the representatives to the TMC for 2006-07 to her because a retreat is being planned for the committee before the end of summer I semester.
  - An RFP has been awarded for changing over equipment that has reached its expected lifetime.
  - Trish Marback has recommended feedback on the Collabfest that will be shared with Senate Leadership and brought forward to Senate.
  - A website is being created for TMC.
- *College Administrative Services Council/M. Vollbach*  
No report.

10) Ad Hoc Committees:

- *Student Life/J.J. Berry*  
Lane Glenn reported the following:
  - Applications for Student Life Fundable Proposals are due by June 7, 2006.
  - Guidelines for the projects were included in the Student Life handout.
  - Next month, a short video on Student Life will be presented to Senate.
- *General Education Attributes/Mike Vollbach*  
No report.
- *Higher Learning Commission/Mary Ann McGee*  
Lane Glenn Reported on Criterion III – Student Learning and Effective Teaching. The committee meets regularly and they are looking at program outcomes assessment, how effective the environment is for learning, and how to use the resources available. Right now they are working on field research and their goal is to write a report by September.
- *On-line Distance Education/Gladys Rockind*  
No report.
- *Textbook/Mary Ann McGee*  
Mary Ann McGee reported that there will be an update at the May meeting.
  - ~~Researching enforcement of textbook choices.~~

11) Administration:

- Mary Spangler reported the following:
- The State has recommended a 2% increase across the board to the budget for 2007-08. A subcommittee has increased it to 4%. How the money will be dispersed is still up for discussion.
  - The expanded high school graduation requirements were approved by the State. How students are coming to OCC should be focused on.
  - MCCA is supportively neutral on the outcome of the K-16 initiative.

- The Senate was asked to consider “Early College” - students would attend college and meet high school requirements.

12) Community Comments:

Chairs of the Campus Senates introduced their new members as follows:

AH – Ann Palmer; Tony Racka

DO – Leanne Nadlicki

HL – Monica Choden; Jane Lloyd; Kelli Van Buren

OR – Sandra Thornton

RO/SF – Barb Sadecki

13) Adjournment:

Meeting adjourned: 4:30 p.m.

Respectfully submitted,

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Karen Robinson, Secretary

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Nancy K. Szabo, Recording Secretary