



OAKLAND  
COMMUNITY  
COLLEGE 2007-2008 COLLEGE ACADEMIC SENATE  
MINUTES OF NOVEMBER 29, 2007  
Southfield 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:	J. Farrah, B. Konopka, G. Mays, S. Miller, R. Muro, A. Palmer, D. Schack, R. Ston
Guests:	J. Sefcovic, N. Showers
District Office:	L. Crews, J. Harper, L. Nadlicki
Guests:	S. Bevier, C. Mathews, B. Montgomery, L. Redmond, C. Tanner
Highland Lakes:	E. Fett, J. Helminski, M. Ston
Guests:	V. Kloosterhouse
Orchard Ridge:	T. Baracco, J. Berry, G. Faye, A. Frank, M. Kokoszka, D. Levinson, M. A. McGee, N. Valenti, T. Walter, S. Wells
Guests:	T. Ingram
Royal Oak/Southfield:	E. Abbey, G. Fournier, S. Grunfeld, T. Hendricks, D. Johnson-Bignotti, M. K. Lawless, D. Mathews, D. Rowe, B. Sadecki, A. Sargeant
Guests:	C. Benson, J. Jensen, V. Lamb, S. Larson, J. Matteson, B. Stanbrough, K. VanBuren

2) Acceptance of Agenda:

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

3) Approval of Minutes:

**MOTION: To approve the minutes of October 25, 2007 as written. Seconded, passed.**

4) Leadership:

Chair Mary Ann McGee welcomed those in attendance to the last Academic Senate meeting of the fall semester. She reported that a senior administrator wasn't present at the meeting today because they had other commitments. She also mentioned, on behalf of Cathey Maze, that at the Department Chair's Retreat they made a request to reinstitute receiving Grade

Distribution Reports. Cathey Maze is working on this request with IR and will have the materials to bring to the January Senate meeting. However, when Cathey Maze met with IR (the person who designs the report) she was informed that this data (grades for all the courses) was already available on the Web at [www.pickaprof.com](http://www.pickaprof.com).

5) Presentation:

- None

6) Old Business:

- Chancellor Search

Mary Ann McGee reported that Senate Leadership has already had an opportunity to discuss the Chancellor Search and the topic should be discussed by Senate so next steps can be determined. The interviews the candidates went through didn't resemble the standard interview process. There is serious concern about the lack of participation from the college community and that the voices of the academic community were being stifled.

**MOTION: To move to a committee of the whole for discussion of the Chancellor Search. Seconded, passed.**

**MOTION: To dissolve the committee as a whole. Seconded, passed**

**MOTION: That a motion statement be produced which reflects the discussion points presented on the white board and the statement be presented to the Board at an open meeting. Seconded, passed.**

Discussion points on the white board included the following:

- Limited opportunity to participate
- Limitations to review search committees
- Legal right doesn't obviate historical commitment of shared governance
- Value from wide input
  - Academic Senate - perspectives
- Responsibility to institution
- Return to different process
- Mending and healing
- Define process for future searches
- Reporting percent of results

Mary Ann McGee will send the statement via e-mail to the Senate for their review. The Senate was encouraged to attend the December 10<sup>th</sup> Board Meeting. A recommendation was also made that support be given to Interim Chancellor Brantley because the Board Chair asked that no action be taken until a permanent chancellor is appointed. It was determined that action could be taken on this point in January.

- Discussion of GE Recommendations

Gail Mays reported that “Proposed General Education Outcomes” were presented at the October CAS meeting and they have been discussed by the campuses. The document available on the distribution table includes some of the suggestions (items grayed) from the campuses under each outcome. The intent is to provide multiple opportunities for discussion of the proposed GE outcomes.

Discussion followed:

- The document incorporates discussion points from the campuses.
- A lot of information is provided in the document; review the outcomes and then agree on the definitions.
- The committee has done some academic comparisons; external validations were recommended also.
- A recommendation was made to provide clarification as to which were comments and which were motions.

Gail Mays will send the document electronically to all the faculty and deans for further review. This item will be on the agenda in January.

7) New Business:

- Process for Program Assessment Flowchart

Vicki Kloosterhouse, on behalf of Cathey Maze and SOAC, highlighted the “Student Outcomes Assessment Benchmark Feedback Implementation Process” that was approved by Chancellor’s Cabinet. The flowchart explains the process for collecting the benchmarks data for each program. The benchmarks are established by program faculty, and facilitators work with the faculty to help them successfully complete and assess their yearly/biyearly benchmarks. Senate members were encouraged to share this information with other faculty.

**MOTION: To table the “Student Outcomes Assessment Benchmark Feedback Implementation Process” for further discussion at the Campus Senates. Seconded, passed.**

8) Standing Committees:

- *Academic Master Plan/Jayne Lobert & Shawn Dry*  
No report.
- *Curriculum/Mary Kay Lawless*  
Mary Kay Lawless presented the Consent Agenda.

**MOTION: To remove #7 – GEO-1520 Regional Geography under Minor Course Revisions from the Consent Agenda. Seconded, passed.**

**MOTION: To remove #4 – ARC-2165 Interior Design and Color Theory under Major Course Revisions from the Consent Agenda. Seconded, passed.**

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

Discussion followed regarding GEO-1520:

- Gerry Faye would like the department to have an opportunity to discuss the change in course title to “World Geography.”
- Geography doesn’t have a full-time faculty member
- The historians were balloted.

**MOTION: To send recommendation back to Curriculum Committee for additional balloting consideration. Seconded, passed.**

Discussion followed regarding ARC-2165:

- The major course revision was clarified – the course has been part of the Architectural program; the course number is changing because the program was restructured.

**MOTION: To move approval of the Major Course Revision in ARC-2165. Seconded, passed.**

Mary Kay Lawless presented the following two motions from the College Curriculum Committee:

**MOTION: That the required 10-day notice and copy of the related proposals, currently sent in paper form to all voting members of the College Academic Senate, be sent electronically through e-mail instead. Seconded, passed.**

**MOTION: That an item be added to the Curriculum Proposal Checklist requiring the originator to notify all affected departments, disciplines, and programs outside of their own area of the intended curricular change.**

Discussion followed:

- Mary Kay reported that a lot of new programs are coming through as a result of curriculum reviews.
- This is a courtesy motion; an item will be added to the Curriculum Proposal Checklist.
- Who will identify the affected departments?

**Friendly Amendment: Add the words “identify and” after the word to in the motion. Seconded.**

**The amended motion would read as follows:**

**That an item be added to the Curriculum Proposal Checklist requiring the originator to identify and notify all affected departments, disciplines, and programs outside of their own area of the intended curricular change.**

**The motion as amended passed.**

- *Curriculum Review/Gail Mays*

Gail Mays reported that there weren't any reviews in November. Two reviews are scheduled for January – Medical Assisting and Political Science.

- *Student Outcomes Assessment/Vicki Kloosterhouse*  
No report.
- *TMC/Gladys Rockind*  
Judy Matteson invited Senate to attend the faculty showcase on November 30<sup>th</sup> at the OR Campus.
- *College Administrative Services Council/Mary Ston*  
Mary Ston reported that CASC did not meet this month.

9) Ad Hoc Committees:

- *Student Life/Lloyd Crews*  
Lloyd Crews reported the following:
  - A handout of “Student Life – Student Speaker Series 2007-2008” was available on the distribution table.
  - There were approximately 150 participants that attended Dr. Michael Parenti’s presentation at the AH Campus on November 8<sup>th</sup>. He thanked the faculty that encouraged their students to attend.
  - His area is in the process of merging the Student Handbook and the Student Life booklet into one handbook that will be spiral bound.
  - Mr. Brantley received a letter about not having recycling bins on the campuses. However, the trash company OCC uses sorts through the trash for recyclable items. A notification regarding this will be sent out to the college community.
- *General Education Outcomes/Gail Mays*  
No report.
- *On-line Distance Education/Gladys Rockind*  
No report.

10) Administration:

- No report.

11) Community Comments:

- DO – Ghretta Harris reported that starting winter semester the bookstore will be piloting a textbook rental initiative. They are working with Kent Aeschliman (MAT textbooks) on this project and they are looking for more faculty volunteers. Senate will be kept updated on the pilot program.

12) Adjournment:

Meeting adjourned: 4:35 p.m.

Respectfully submitted,

---

Nick Valenti, Secretary

---

Nancy K. Szabo, Recording Secretary

**COLLEGE CURRICULUM / INSTRUCTION COMMITTEE**  
**Academic Senate Consent Agenda**  
**November 29, 2007**  
**Southfield Campus**

**MINOR COURSE REVISIONS**

1. ARC-1500 Building Systems I. Change prerequisite to: ARC-1000 or consent of instructor. Add Co-requisite: ARC-1040, CAD-1100 or consent of instructor. Target date for first offering is Winter 2008.
2. ARC-2050 Building Systems II. Change prerequisite to: ARC-1500, CAD-1150 or consent of instructor. Remove "This class will meet twice a week" statement from the course description. Target date for first offering is Winter 2008.
3. ARC-2110 Architectural Site Development. Change prerequisite to: ARC-1000 or consent of instructor. Target date for first offering is Winter 2008.
4. ARC-2120 Structural Systems. Change prerequisite to: ARC-2050, PHY-1610, or consent of instructor. Target date for first offering is Winter 2008.
5. ARC-2150 Construction Specifications & Proposal Writing. Change prerequisite to ARC-1500 or consent of instructor. Target date for first offering is Winter 2008.
6. ARC-2180 Architectural Design & Development. Change prerequisite to: ARC-1140, ARC-2050, ARC-2110 or consent of instructor. Target date for first offering is Winter 2008.
7. GEO-1520 Regional Geography. Change in course title to "World Geography." Target date for first offering is Winter 2008.
8. SPE-2620 Oral Interpretation of Literature. Remove current prerequisite of SPE-1610. Target date for first offering is Winter 2008.

**MAJOR COURSE REVISIONS**

1. ARC-1130 Basic Architecture Design I. Change prerequisite to: ARC-1000 or consent of instructor. Add Pre- or Co-requisite: ARC- 1040 or consent of instructor. Correct contact hours from 60 to 45 as this course is taught as an interactive design studio and the fourth hour was available to students for extra board time without instruction or supervision. Target date for first offering is Winter 2008.
2. ARC-1140 Architecture Design II. Change prerequisite to: ARC-1130 or consent of instructor. Correct contact hours from 60 to 45 as this course is taught as an interactive design studio and the fourth hour was available to students for extra board time without instruction or supervision. Target date for first offering is Winter 2008.
3. ARC-2130 Building Code Analysis. Correct contact hours from 45 to 30 to reflect the change made last year to reduce the credits from 3 to 2. Target date for first offering is Winter 2008.

4. ARC-2165 Interior Design and Color Theory. Change prerequisite to: ARC-2050 or consent of instructor. Correct contact hours from 60 to 45. Target date for first offering is Winter 2008.

### **NEW COURSES**

1. ARC-1135 Presentations & Model Building. This is a 3-credit course with a Group “B” Classification (25 students). The prerequisites are ARC-1130 or consent of instructor. There is a \$25 course fee. Target date for first offering is Winter 2008.
2. ARC-2181 Design Theory. This is a 1-credit course with a Group “B” Classification (25 students). There is a pre- or corequisite of ARC-2180 or consent of instructor. There is a \$15 course fee. Target date for first offering is Winter 2008.

### **MAJOR PROGRAM REVISION** (10-day notice sent)

1. ACH.AASX Architecture. Update catalog description. Add the two new courses (ARC-1135 and ARC-2181) to the list under “Required Supportive Courses” from which 3 additional courses must be selected. Target date for first offering is Winter 2008.

### **OTHER BUSINESS**

1. Motion for approval to send 10-day notice electronically.
2. Motion for approval to add an item to the Curriculum Proposal Checklist.