

Oakland Community College

2009-2010 COLLEGE ACADEMIC SENATE
MINUTES OF January 28, 2010
Orchard Ridge 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. Harris, B. Konopka, G. Mays, J. Mousty, A. Palmer, G. Rockind, R. Ston, P. Dolly
Guests:	R. Andersen, L. Huber, M. Kersten-Hart
District Office:	L. Nadlicki, L. Noland, M. Schmidt, T. Meyer
Guests:	C. Brantley, M. A. Cotton, C. Kozell, C. Tanner
Highland Lakes:	B. Bliss, N. Boulos, V. Emanoil, E. Fett, S. Hanna, J. Helminski, V. Kroll, J. Lobert, G. Mandas, L. Mastin, K. Robinson, M. Ston
Guests:	K. Flores, T. Garcia, K. Guzzi, V. Kloosterhouse, R. Lamphear, C. Maze, C. Roman
Orchard Ridge:	T. Baracco, J.J. Berry, A. Frank, M. Kokoszka, D. Levinson, M. A. McGee, M. Pergeau, L. Roberts, J. Seiler, C. Ziolek, J. Shadko, G. Faye
Guests:	B. Austin, I. Bailey, T. Dennis, S. Dyer, J. Gunkelman, T. Ingram, A. Jackson, D. Ksionzek, R. Long, V. McNiff, C. Nykamp, M. J. Schuster, L. Skowronski, A. Walaskay, T. Walter, R. Wright, C. Zanini, N. Valenti
Royal Oak/Southfield:	E. Abbey, T. Hendricks, D. Johnson-Bignotti, M. K. Lawless, R. Nagler, N. Shockley, B. Stanbrough, M. Vollbach, S. Reif
Guests:	A. Droba, J. Jensen, V. Lamb, J. Matteson, M. Smydra

2) Acceptance of Agenda:

MOTION: To accept the agenda as written.

MOTION: To add a request from “CASC” under “New Business.”

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

3) Approval of Minutes:

MOTION: To approve the minutes of December 10, 2009 as written. Seconded, passed.

4) Leadership:

- Chair Mary Ann McGee reported the following:
 - In lieu of a focus visit, the college agreed to participate in the Assessment Academy offered by the HLC. The group from OCC has attended two sessions so far. In November the HLC Assessment Conference was held in Lisle, Illinois and the following attended from OCC: Mary Ann McGee, Mary Kay Lawless, Gail Mays, Vicki Kloosterhouse, Jackie Shadko, Henry Tanaka, and Marty Orłowski. The group spent 2 ½ days talking about the overlap between Curriculum, CRC and SOAC; how to conceptualize the process of curriculum review and integrate it with the other two committees. All three committees will work together to develop a less cumbersome process, eliminate the repetition of paperwork and create a feedback loop.
 - CRC is working on changing their focus to Student Learning and they will be redefining the charge of their committee in order to move the process forward. This information will be presented at the April or May CAS meeting so the new process can be piloted in the summer.

5) Presentation

- “Upcoming Millage”

Clarence Brantley reported that millage information meetings are being held at all the campuses. He presented an overview of the strategy being prepared for the college community. The intent is not to “beg” for the college but to let the community know that OCC is a good investment and it is needed in prosperous as well as difficult times. OCC provides a quality education to everyone and we are a good investment. The focus will be on:

 - Occupational Careers (will try to touch every program at the college)
 - Four-year colleges students can transfer to
 - Workforce Development

Michelle Kersten-Hart will be working on a presentation to highlight active students throughout the college, and faculty were asked to cooperate when needed.

Cheryl Kozell reported that there is a lot of anxiety in the college community about the millage. However, a Steering Committee has already been working on passing the millage for the past 3 years. They have gathered data on the targeted market (100,000 voters). The budget presentation that was given on the campuses was prepared under the

assumption that the millage passed. We should be able to pass the millage renewal because “OCC is doing a good job.” For this campaign, there will be no phone banks set up. The millage renewal will be balloted on August 3, 2010 in the primary election, and there will be a lot of activity on the ballot. The strategy is to focus on “undecided voters” and reinforce the “yes voters” (most likely absentee voters).

An advocacy group will be formed this week and employees will be approached to make a contribution. The college’s job is to disseminate factual information. Campaign about how good and wonderful OCC is. You can’t ask someone to vote “yes” on college time, but you can on your “own time.” There will be a question and answer section on Infomart regarding the millage (information vs. advocacy). The Senate was also encouraged to complete the template on Infomart to share “student success stories” that will be used in the millage campaign. It is critical that OCC pass the millage renewal!

6) Old Business:

- General Education Outcome Proposal for New Courses

Gail Mays reported that the “General Education Outcome Proposal for Courses” form was lodged at last month’s CAS meeting. The form was changed only to eliminate redundancy of the word outcomes and signatures were also added as a recommendation from Campus Senates. The form should be used to attach an outcome to a new or existing course.

MOTION: To accept the “General Education Outcome Proposal for Courses” as presented. Seconded, passed.

Gail Mays also provided an overview of the “General Education Distribution List Inclusion application.” This form would be piloted for one year while the GE Outcomes Committee works on the actual criteria for the GE distribution list.

MOTION: To lodge the “General Education Distribution List Inclusion application” for consideration at the Campus Senates. Seconded, passed.

Gail Mays distributed the “Ad Hoc General Education Committee Report – January 2010.” The report included the following: Criteria for GE Distribution List; Transfer Statement; and Disclaimer at the bottom of the General Education Distribution List.

MOTION: To lodge the “Criteria for GE Distribution List” for further discussion at the Campus Senates. Seconded, passed.

7) New Business:

- Teaching and Learning Conference Proposal

Mary Ann McGee provided an overview of the “Teaching & Learning Day Proposal” available on the distribution table. As a recommendation from the SLA, they would like to suggest the College consider a new initiative for faculty development. They propose

the development of an annual day-long mini-conference focused on teaching and learning, held at a single location. The proposal was presented to Chancellor's Cabinet in December and it received support. Senate Leadership also reviewed the proposal and recommended the event not replace Staff Development Day activities on the campuses. The target date for the first offering would be for the 2010-11 academic year. The proposal could be combined with TMC activities as well (Faculty Showcase).

MOTION: To lodge the "Teaching and Learning Conference Proposal" for further discussion at the Campus Senates. Seconded, passed.

- Motion from AH and OR Campuses Re: ENG 1510 Proposal

J.J. Berry presented the following motion from the OR Campus Senate:

MOTION: Orchard Ridge moves that the College Senate consider endorsing a policy that requires an ENG 1510 placement for college-level course work. Please note: "Transfer Course Placement Policy Data – Enrollment Success (C or Better) at OCC" was used to support the motion at OR Campus.

Discussion followed:

- Karen Robinson distributed research data prepared by Brian Moss that also supports the motion from OR Campus. "Individual-level results indicate that the developmental English program effectively prepares students for college-level English. Additional analyses strongly suggest that course sequence (viz., taking developmental English before psychology) is important for later academic success."
- The term "consider" in the OR motion means – a college-wide discussion is needed for faculty to consider this.

Jeff Farrah reported that the AH Campus Senate recommended a similar motion as follows:

MOTION: That the college adopt a policy in which a student must demonstrate placement into ENG 1510 before being granted the ability to register for transfer-level general education courses.

MOTION: To accept the motion from AH Campus Senate as a "friendly amendment."

Discussion followed:

- It was recommended that both motions be submitted in writing and go back to the Campus Senates for discussion.
- "College-level course work" was defined as all courses that would most likely transfer – all high-school level courses and developmental courses would be excluded.
- Shawn Dry reported that as the originator of the motion at the AH Campus, the purpose of the motion is to get conversations started and force Senate to address this issue face to face.
- The motions do not identify what level students should be functioning at.

- There are a lot of courses on the general education list that transfer to 4-year institutions.

MOTION: To table the OR motion for further discussion at the Campus Senates. Seconded, passed.

- Motion from HL Campus Re: College Services

Elaine Fett presented the following motion on behalf of the HL Campus Senate:

MOTION: It was moved that students at all campuses have access to the same services. Seconded.

Discussion followed:

- The motion refers to the lack of food services at the HL Campus.
- Students should be offered the same services at all the campuses because we are one college.
- You can't even get a cup of coffee on campus – it is embarrassing and unfair.
- The motion is too general.

Friendly Amendment: Delete “the same,” and change to “food.” Seconded, passed.

The question was called.

The motion passed as amended.

- Request from CASC

Mary Ston reported that as a requirement from the HLC, when schedules are published textbook requirements also need to be published. An ad hoc task force is being created to implement the requirements of HLC. Gerry Faye and Bob Lamphear volunteered to serve on the task force. Mary Ston will report back to CASC.

8) Standing Committees:

- *Academic Master Plan/Shawn Dry*
Shawn Dry announced that the campuses are reporting how effectively they are achieving their priorities. CAMP is also reviewing all the Campus AMPs for commonalities and CPC priorities.
- *Curriculum/Mary Kay Lawless*
Mary Kay Lawless presented the Consent Agenda.

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

Mary Kay Lawless announced that the deadline for catalog changes is **February 22, 2010.**

- *Curriculum Review/Gail Mays*
No report.
- *Student Outcomes Assessment/Vicki Kloosterhouse*
Vicki Kloosterhouse reported the following:
 - She asked faculty to remind their students about the 2010 Essay Contest. Essays are due by March 1, 2010, and monetary awards will be given to the winners of the contest. She thanked the OCC Foundation for offering the awards. More information is available at <http://www.oaklandcc.edu/Essay>.
 - She highlighted the information on the “Student Outcomes Assessment Committee Program Assessment Plan Rubric – Adopted by SOAC on November 19, 2009” that was on the distribution table. The rubric addresses several important purposes: Dimension #1 - Structure of the Plan for Assessing Student Learning; Dimension #2 - Focus of the Plan to Assess Student Learning; and Dimension #3 – Evidence Indicating On-Going Implementation of Student Learning Assessment. The rubric also provides consistent framework across the campuses, and it is documentation for the HLC. The rubric is reflective of current practices, and the form is being submitted to clarify the process.

**MOTION: To approve the “Program Assessment Plan Rubric” as presented.
Seconded, passed.**

- *TMC/Judy Matteson*
Judy Matteson reported the following:
 - The TMC event that was scheduled for January 29th will be rescheduled to some time in April.
 - The Wimba pilot is finished and Adobe Connect will be used for web conferencing within courses.
 - On Discipline Day technology stations will be set up on the 3rd floor of J Building at the OR Campus. Windows 7, Office 2010, the new tech stations and Adobe Connect will be available to preview.
 - As a request from HLC on “Is technology impacting student learning?” IR received an overwhelming response to participate in the pre-test/post-test evaluation during winter, 2010 semester. Faculty members chosen to participate will be notified shortly.

9) Ad Hoc Committees:

- *General Education Outcomes/Gail Mays*
No additional report.
- *Liberal Arts Review/*
Mary Ann McGee reported that the committee met and John Mitchell will be chairing the committee. The committee has a second meeting scheduled a week from Friday. There will be an update at the February CAS meeting.
- *Distance Learning/Judy Matteson*
Judy Matteson reported that the committee is finalizing the Strategic Plan for OCC Online. They will bring the proposal to next month’s meeting.

10) Administration:

- Tim Meyer reported the following:
 - He emphasized the importance of the millage renewal.
 - He also recognizes the anxiety that OCC is facing. The College is at near record enrollment and this is putting stress on all of us because of the limited resources. We are doing a lot more with less. We need to manage our outlook on the future by being innovative, efficient, and properly placing our anxieties. We also need to work together during difficult times, remain open-minded and be flexible.
 - The Search Committee has completed its work to identify a Vice Chancellor of Academic and Student Affairs. The committee reviewed 40 applications and selected 10 to interview. The following three candidates have been selected as finalists:
 - Dr. Judith Scherer, Ohio
 - Dr. Valerie Roberson, Illinois
 - Dr. Richard Holcomb, Wyoming
- All three candidates have the following themes in common: vision, leadership, benchmarking experience, likeable, approachable, and keen intelligence. The Chancellor acknowledged the members of the Search Committee and thanked them for their outstanding work. The college community will have a chance to meet the candidates on February 11, 12, and 16th. More information will be sent out when it becomes available.

11) Community Comments:

- Leanne Nadlicki reported that DO Senate membership has changed because Janet Harper, DO Senate Chair has been on medical leave since the fall semester. Leanne Nadlicki will serve the remainder of the year as the DO Senate Chair, and Gheretta Harris will replace Leanne Nadlicki as one of the voting member's of the DO Senate. If you would like to send Janet Harper a card, please contact Leanne Nadlicki for her address.

12) Adjournment:

Meeting adjourned: 4:40 p.m.

Respectfully submitted,

Marilynn F. Kokoszka, Secretary

Nancy K. Szabo, Recording Secretary

COLLEGE CURRICULUM / INSTRUCTION COMMITTEE
Academic Senate Consent Agenda
January 28, 2010
Orchard Ridge Campus

MINOR COURSE REVISIONS

NONE

MAJOR COURSE REVISIONS

NONE

NEW COURSES

1. **ART-1810 Animation Drawing I.** This is a 4-credit course with a Group "B" Classification (25 students). Prerequisite: ART-1510 and ART-2510; or consent of instructor. There is a \$30 course fee. Target date for first offering is Fall 2010. Course description:

"This course will provide students with hands-on study of animation drawing through a series of traditional hand drawn basic projects. These projects will lead to a completed animated short film by the end of the course. This class focuses on the fundamentals of character animation drawing including expression, movement, emotion, figure, form, mass, weight and performance as expressed through the drawn animated form. American and International animation will be used as inspiration and challenge for students in the development of their personal work. Course/lab fees."

2. **ART-2810 Animation Drawing II.** This is a 4-credit course with a Group "B" Classification (25 students). Prerequisite: ART-1810 or consent of instructor. There is a \$30 course fee. Target date for first offering is Winter 2011. Course description:

"This course will provide students with a continuation of hands-on study of animation begun in ART-1810 Animation Drawing I. Students will undertake a number of advanced projects leading up to a completed animated short film by the end of the course. This class reinforces the fundamentals of character animation drawing including expression, movement, emotion, figure, form, mass, weight and performance as expressed through the drawn animated form and will include animating character dialogue. American and International animation will be used as inspiration and challenge for students in the development of their personal work. Course/lab fees."

3. **BIO-1512 Biology of Global Health.** This is a 3-credit course with a Group "B" Classification (25 students). Target date for first offering is Fall 2010. Course description:

"This course will introduce students to the main concepts of the public health field and the critical links between global health and environmental, sociocultural, and political-economic forces. Course topics include an overview of the factors affecting global health, a study of how health status is measured, and a review of key measures used to reduce the incidence of disease. The course will focus on the biological concepts underlying major diseases and issues in global health. This is a non-laboratory course."

MINOR PROGRAM / CERTIFICATE REVISIONS

NONE

**MAJOR PROGRAM / CERTIFICATE REVISION
(10-Day Notice Sent)**

1. **SLI.AAS Sign Language Interpreter**. Change catalog description. Add new course SLS-2450 Interpreting and Transliterating II (2-cr) as a Major Requirement. Correct credit number changes as approved for: SLS-2150, SLS-2250, SLS-2800 & SLS-2900. Total number of required credits does not change. Target date for first offering is Fall 2010.

**NEW CERTIFICATES OF ACHIEVEMENT
(10-Day Notice Sent)**

NONE

**NEW CERTIFICATES
(10-Day Notice Sent)**

NONE

**NEW PROGRAMS
(10-Day Notice Sent)**

NONE

GENERAL EDUCATION OUTCOMES

NONE

OTHER BUSINESS

NONE