

Oakland Community College

2011-2012 COLLEGE ACADEMIC SENATE
MINUTES OF October 27, 2011
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:	C. Decker, S. Dry, J. Farrah, M. Fether-Samtouni, B. Isanhart, J. Mousty, H. Tanaka, P. Dolly
Guests:	E. Brennan, N. Dawson, C. Drummond, L. Huber, M. Kersten-Hart, A. Racka
District Office:	L. Appelt, M. Schmidt, T. Meyer
Guests:	R. Holcomb, S. Linden, L. Nadlicki
Highland Lakes:	S. Henke, R. Lamphear, D. Lawson, G. Mandas, K. Robinson, G. May
Guest:	L. Przymusinski
Orchard Ridge:	T. Baracco, A. Jackson, M. Kokoszka, M. A. McGee, D. Nowack, C. Nykamp, L. Roberts, D. Strand, R. Wright, J. Shadko
Guests:	T. Dennis, S. Dyer, L. Emerson, G. Faye, J. Hawkins, D. James, V. McNiff, L. Skowronski, N. Valenti, T. Walter
Student:	K. Malkina
Royal Oak/Southfield:	E. Abbey, L. Crews, T. Hendricks, J. Jensen, S. Labadie, K. Lee, C. Neely, H. Othman, S. Reif
Guests:	C. Benson, S. Charlesbois-Nordan, Y. Hargrove, D. Johnson-Bignotti, M. K. Lawless, J. Matteson, V. Merriwether, R. Reaves, M. Smydra, B. Stanbrough

2) Acceptance of Agenda:

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

3) Approval of Minutes:

MOTION: To approve the minutes of September 22, 2011 as written. Seconded, passed.

4) Leadership:

- Chair Mary Ann McGee provided the following updates:
 - **Decision to Postpone Requirement of ENG 1510 Placement**
Last year the Senate passed a motion to endorse a policy that requires an English 1510 placement before students can register for college-level course work; fall 2012 was targeted as the implementation date. At the beginning of October, the Vice Chancellor sent out an e-mail indicating after further review by the ENG 1510 Task Force, the best estimate for implementation should be revised to fall 2014. The discussions resulted in a list of major initiatives coming from the HLC, state and local areas that might impact the implementation. Other internal issues to consider include: contractual, staffing and facilities. The Task Force will continue its work to bring this policy into effect by fall 2014.
 - **Senate Leadership Sub-committee**
Senate Leadership formed a sub-committee to look at defining the work of the standing committees of the Senate. The Senate By-Laws should be reviewed; a lot of the current charges duplicate efforts and the committee work should be streamlined. The sub-committee met before the Senate meeting today and their ideas/recommendations will be discussed at the November Senate Leadership meeting before going to the CAS for consideration.

5) Presentation

- None

6) Old Business

- None

7) New Business

- Charge from the Chancellor: Define Student Population

Mary Ann McGee reported that the Chancellor has requested the CAS to examine the student body of OCC. The student population should be defined in terms of the educational benefit OCC can successfully provide. This effort is of fundamental importance to OCC in defining our future of student success and effective resource allocation.

Chancellor Meyer was asked to provide further clarification of the charge:

- OCC is an open-admissions environment; we embrace everyone of all learning styles and educational attainment.
- Conversation should focus on the limitations or qualifications defining the boundaries of our student population.
- Who should be considered our student whereby we have a reasonable probability of their success within our legislative mandate? (charge re-stated)

- OCC is challenged economically; there is discussion of eliminating the personal property tax; and there have been significant reductions in our resource base.
- The State is looking at transferability and common “cut scores” (the boundary between literacy and what the State considers developmental ed on ACT and COMPASS scores).
- Public Act No. 62 (Approved by the Governor June 21, 2011), Sec. 210a, paragraph (1) states: “Recognizing the critical importance of education in strengthening Michigan’s workforce, the legislature encourages the state’s public community college to explore ways of increasing collaboration and cooperation with 4-year universities, particularly in the areas related to training, instruction, and program articulation.”
- The Senate should consider the following:
 - What would be an appropriate “cut score” for OCC students?
 - Learning disabilities
 - The difference between continuous education (lifelong learning) and credit courses.
- Assistance:
 - Resources of the IR Department (IR will support acquiring data)
 - Review other college’s research and their data
- The Senate can decide the process and who to include. A recommendation was made that students should be encouraged and asked to participate, as well as, the entire college-community, external community members (K-12 partners, customers, businesses, 4-year institutions, etc.).

Mary Ann McGee remarked that Senate Leadership had an opportunity to review the Chancellor’s request and they agreed that it would be difficult to have a thoroughly vetted conversation by the January deadline. Senate Leadership would like to use a community-based process by creating an ad hoc committee and campus forums so a more in-depth report can be provided. Senate Leadership also recommended discussing this topic with limited conversation from the Campus Senates by February to provide a short-term recommendation while a thorough investigation is completed via a community-based process during the winter semester.

MOTION: To create an ad hoc committee to examine the charge from the Chancellor. Seconded, passed.

Mary Ann McGee will send an e-mail to the college community to solicit volunteers. The Senate Chairs were asked to encourage participation on their campuses. A few members of the Senate volunteered as well as a student from the OR Campus (Ksenia Malkina).

- **CAMP**

Shawn Dry reported that CAMP has identified the following areas of work for the 2011-12 academic year:

- 2011-12 Tasks
 - Monitor college academic planning and implementation.

- Participate in the creation of the college-level Academic Master Plan.

MOTION: To approve the “College Academic Master Plan Committee (CAMP) 2011-12 Tasks.” Seconded.

Discussion followed:

- How does the CAMP timeline parallel with the AMP committee that Dr. Holcomb is chairing?
- CAMP is in the process of completing their campus planning (first task). Their second task will be to participate in the AMP committee.
- CAMP doesn’t address the need of the college as a whole.
- The AMP will cause action plans to be created by the campuses.
- The AMP will include items from the Strategic Plan, ideas from CAMP, the Redesign and HLC. New initiatives will be added: Project Win-Win, AtD, etc.
- All the areas in the college can write to the AMP, including DO.
- The AMP process will be all-inclusive and CAMP leadership will be part of the process from the beginning.

The question was called.

The motion passed.

- Mission/Charge Rewrite
Shawn Dry presented the “current mission” and “proposed mission” of CAMP. The proposed mission includes the development of both college and campus level academic planning by encouraging and monitoring the implementation of academic plans. The “proposed mission” defines more clearly what the committee is and should be doing.

MOTION: To accept the “Proposed Mission” of CAMP. Seconded.

Discussion followed:

- The subcommittee that was created to review the Senate committee charges has already reviewed CAMP’s “proposed mission” and they support the rewrite.
- A recommendation was made to move the motion forward and not send it to the Campus Senates for their review.
- Items are sent to the Campus Senates to get more involvement in the decision-making process.
- If the motion passes, the “proposed mission” will be implemented by CAMP immediately.

The motion passed.

- Motions from HL Campus

Gina Mandas presented the following motion on behalf of HL Campus Senate:

MOTION: HL Senate moved to overturn automatic prerequisite waivers for guest students and students with bachelor's degrees.

Clarification: a motion regarding this topic was passed at the May 2011 CAS meeting (effective January 2012) and the campus is requesting a status update.

Discussion followed:

- IR has been gathering data on this topic.
- Dr. Holcomb reported that guest students and students with bachelor's degrees generally do better than current students, and they are equal to native students.
- There are some classes (safety considerations) where prerequisites shouldn't be waived.
- A discipline can request that a prerequisite waiver not be honored.
- If a prerequisite exemption is removed, the decision will be based on good data.

Data is still being accumulated on this subject and when more results are available, the information will be shared.

Gina Mandas presented the following motion on behalf of HL Campus Senate:

MOTION: HL Senate moved to investigate the feasibility of college-wide WIFI at college senate.

Clarification: Eliminate at college senate from the motion.

Discussion followed:

- Each year additional areas are chosen by the campus facilities committees' to have wireless access.
- Many of our sister schools have campus-wide WIFI.

Friendly Amendment: To ask IT to provide an update on the feasibility of college-wide WIFI. Seconded, passed.

May Ann McGee will contact Bob Montgomery for an update.

- Motions from RO/SF Campus re: N Grade

Eric Abbey presented the following motion on behalf of the RO/SF Campus Senate:

MOTION: To update language in the catalog re: N Grade.

Steve Linden referenced the "2011-12 OCC Catalog," page 52, Marks/N-Non-Attendant. This section defines the "N Grade."

The motion was withdrawn.

Eric Abbey presented the following motion on behalf of the RO/SF Campus Senate:

MOTION: Recommend N Grade information inclusion in the syllabus. Seconded.

Discussion followed:

- The syllabus shouldn't be cluttered with additional information.
- Students are encouraged to attend class by including this info on the syllabus.
- Some students get their course syllabus before the semester starts; and some students will review the syllabus before they register for a particular course.
- Students like to know what they can expect at the beginning of the semester.
- This is a "recommendation" not "requirement."

The question was called.

The motion passed.

Eric Abbey presented the following motion on behalf of the RO/SF Campus Senate:

MOTION: Request assessment on N grade award and how that saves money for the institution. Seconded, passed.

8) Standing Committees:

- *Academic Master Plan/Shawn Dry*
No additional report.
- *Curriculum/Mary Kay Lawless*
Mary Kay Lawless reported that there are several courses on the gen ed list that will be removed from the 2012 Catalog unless the "attributes" are changed to "outcomes." She will be sending out an e-mail to those needing to make changes.
- *Curriculum Review Committee /Karen Lee*
Karen Lee reported that CRC is piloting their "SLRC Process." The Philosophy Discipline will be reviewed and the Culinary Arts Program. Faculty members have accepted the postings and the committee is ready to move forward.
- *Student Outcomes Assessment/Robert Lamphear*
Bob Lamphear reported the following:
 - OAE has added the direct and indirect Roles and Responsibilities to the assessment website.
 - Action Strategies from Staff Development Day were consolidated by OAE and mapped to the rubric dimensions.
 - On Discipline Day, Karen Lee shared data with the math discipline related to critical thinking, which will be posted on the assessment website.
 - Faculty Assessment Day (March 23 -24, 2012) will pilot an additional afternoon session to allow disciplines to focus on specific concerns to each area.
 - David Strand presented a document capturing overlaps and gaps in the institutional learning outcomes to be further discussed at the November meeting.
- *TMC/Judy Matteson*

Judy Matteson reported the following:

- 86 employees attended the “Desire2Learn” kick-off meeting on Friday, September 30, 2011 at the AH Campus.
- 30 faculty members volunteered to pilot the learning management system winter 2012.
- In order to accommodate the HLC’s request, a pre-test and post-test will be given to students in five sections of CIS 1000 to assess technology skills of incoming students. IR is included in the process. If needed, other disciplines will be invited to participate in giving the assessment.

10) Ad Hoc Committees:

- *General Education Outcomes/*

Marilynn Kokoszka reported that the committee is very hard at work. A report will be provided at the December CAS meeting.

11) Administration:

- Chancellor Meyer addressed the Senate. He reported that the college received a letter from John Nixon, State Budget Director that identifies the financial and program information to be submitted for the fiscal year 2013 budget development process. He read two paragraphs from the letter that outlined “Funding Formula Suggestions.” The letter also identified “Specific Project Requests,” and “Cost Containment and Institutional Budgeting.” An electronic copy of the college’s response is due by Friday, November 18, 2011. The Chancellor remarked that the college has solid information to submit. The State is serious about controlling costs, and there are major budget changes going on at the state-level.

12) Community Comments:

- Gordon May reported that the Medical Assisting Program just completed an “exit interview.” The faculty were applauded for meeting all student and program outcomes, and no in-efficiencies were reported.
- Jahquan Hawkins reported that Student Life will be sponsoring a free leadership seminary on Friday, November 4 from 12:00 to 3:00 p.m. at the SF Campus and lunch will be provided.

13) Adjournment:

Meeting adjourned: 4:55 p.m.

Respectfully submitted,

Marilynn F. Kokoszka, Secretary

Nancy K. Szabo, Recording Secretary