

# Oakland Community College

## 2012-2013 ACADEMIC SENATE COUNCIL

*"The name of this body is the College Academic Senate of Oakland Community College. The Senate, the principal academic policy-making body of the College, facilitates open communications for the entire academic community, develops a dynamic curriculum responsive to student and community need, supports academic freedom, and fosters personal empowerment and professional integrity." (Preamble, College Academic Senate Constitution)*

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### AGENDA

Date and Campus: Thursday, September 27, 2012 – Orchard Ridge Campus – J-306

Time: 3:15 p.m. – 5:00 p.m.

**PRESENTATIONS ARE LIMITED TO 10 MINUTES UNLESS THE BODY MOVES OTHERWISE.**

- 1)\_\_\_ **Call to Order**
- 2)\_\_\_ **Acceptance of Agenda**
- 3)\_\_\_ **Approval of Minutes / June 21, 2012**
- 4)\_\_\_ **Leadership / Chair Shawn Dry**
  - Welcome New Council Members and Guests
- 5)\_\_\_ **Presentation**
  - Mandatory Orientation Initiative – H. Tanaka & J. Brown-Williams
- 6)\_\_\_ **Old Business**
  - None
- 7)\_\_\_ **New Business**
  - Motions from OR and SE Campuses re: Shared Governance – M. Kokoszka & K. Lee
  - Dean Reorganization Questions – S. Dry
  - Teaching and Learning Conference – S. Dry
- 8)\_\_\_ **Standing Committees / Chairs**
  - College Academic Master Plan/M. Pergeau
  - Curriculum/M. K. Lawless
  - Curriculum Review Committee/K. Lee
  - Student Outcomes Assessment/R. Lamphear
  - TMC/J. Matteson
- 9)\_\_\_ **Ad Hoc Committees / Chairs**
  - None
- 10)\_\_\_ **Administration / T. Meyer**
- 11)\_\_\_ **Community Comments**
- 12)\_\_\_ **Adjournment**

## **September 27 Motions**

### **1. By the Orchard Ridge Campus Senate re: Shared Governance**

The Orchard Ridge Campus Senate moves that the College Academic Senate reach out to the Board of Trustees, informing them about the deterioration of “shared governance” at the college and reminding them of its importance in light of Higher Learning Commission standards.

### **2. By the Southeast Campus Senate re: Shared Governance**

The Southeast Campus Senate moves that senate should conduct a full review of its shared governance statement using the AAUP document, specifically the paragraph: “The selection of academic deans and other chief academic officers should be the responsibility of the president with the advice of, and in consultation with, the appropriate faculty” (AAUP. 2006. *Statement on Government of Colleges and Universities*. p. 137, para 4).

# Oakland Community College

2012-2013 COLLEGE ACADEMIC SENATE  
MINUTES OF September 27, 2012  
Orchard Ridge Campus

The College Academic Senate was called to order at 3:18 p.m. by Chair Shawn Dry. The following individuals were present:

Auburn Hills:	C. Decker, S. Dry, J. Farrah, M. Fether-Samtouni, B. Isanhart, B. Konopka, J. Mousty, J. Newman, H. Tanaka
Guests:	D. Bayer, E. Brennan, N. Dawson, D. Mathews, K. McMullen, A. Racka, D. Swanson, Z. Wang
District Office: Guests:	L. Appelt, S. Linden, M. Schmidt M. Carroll, P. Dorris, G. Harris, T. McClellan, J. Roberts, C. Tanner
Highland Lakes:	T. Garcia, J. Helminski, G. Huff, R. Lamphear, G. Mandas, L. Mastin, M. Ston, G. May
Guests:	R. Bragg, V. Jones, C. Roman, T. Walter
Orchard Ridge:	P. Curtis-Tweed, A. Frank, A. Jackson, M. Kokoszka, B. Lowery, M. A. McGee, J. Mitchell, C. Nykamp, M. Pergeau, D. Strand, R. Wright, J. Shadko
Guests:	L. Biederman, R. Brown, N. Conti, T. Dennis, S. Dyer, G. Faye, S. Hanna, J. Hawkins, W. Kuhn, V. McNiff, P. Micallef, D. North, T. Reynolds, J. Seiter, P. Schade, L. Skowronski, K. VanBuren, A. Ziolek
Royal Oak/Southfield:	E. Abbey, S. Charlesbois, T. Hendricks, D. Johnson-Bignotti, S. Labadie, R. Lamb, K. Lee, A. Selameh, B. Stanbrough
Guests:	C. Benson, J. Brown-Williams, C. Couch, G. Fournier, S. Jackson, J. Jensen, L. Kendall, M. K. Lawless, J.

2) Acceptance of Agenda:

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

3) Approval of Minutes:

**MOTION: To approve the minutes of June 21, 2012 as written.**

**MOTION: To amend the June 21, 2012 minutes as follows:**

**p. 3, #5, - Discussion followed:**

- **The MAT discipline at SF is working with Southfield schools on common course outcomes for MAT.**

**The amended motion was seconded and passed.**

4) Leadership: (Note: Leadership Report is provided on Infomart)

- Welcome New Council Members and Guests
  - Chair Shawn Dry welcomed everyone to the first meeting of the 2012-13 academic year. He will try to explain the Senate process for those that are new, and he is glad you are part of this institution of shared governance; your presence and involvement in the Senate makes this possible.
  - All members are welcome to attend and participate at CAS meetings; however, only members that are elected by their campus senates can make motions at CAS meetings and vote on them.
  - Senate Leadership membership is as follows: the CAS officers, Campus Senate chairs, Standing Committee chairs, two deans, and the Vice Chancellor and Associate Vice Chancellor of Academic and Student Affairs.
  - Any questions about the motion process or past practice, please feel free to contact Shawn Dry via e-mail.
  - The Campus Senate chairs introduced the new members of their Campus Councils.
  - CASSC and CPC Update (The CAS Chair represents the Senate on a number of committees including these two councils)
    - CASSC (College Academic and Student Services Council)
    - CPC (College Planning Council)
    - The Chancellor has indicated that because there is so much flux in the roles of these groups, they are still not sure how the councils will fit in the reorganized academic structure. Shawn Dry indicated that this would be a good time for these councils to meet to figure out their roles and responsibilities; however, he was told this was premature. The council meetings have been cancelled until further notice.
  - Status of Motions Passed by Senate
    - None outstanding
  - College Academic Master Plan Update
    - Met 9/21 to incorporate senate-requested changes from summer I into new draft of objectives.

- Waiting on wording of one component and the mapping of 2011-12 campus work to strategic plan outcomes and CAMP objectives.
- Implementation process still needs to be clarified, aid to come from College Brain Trust.
- As CAS Chair, Shawn Dry will advocate for the Senate's inclusion in the implementation of CAMP; the comments from the Senate regarding implementation have not been lost.

## 5) Presentation

- **Mandatory Orientation Initiative**  
Henry Tanaka and Janice Brown-Williams presented a PowerPoint entitled, "High Touch Sub-Committee to AtD Core Team." They also distributed a brochure "Achieving Your Dream at OCC." The presentation focuses on hard data collected by IR and qualitative data from student surveys. They highlighted the following:
  - **Mandatory Orientation Goal** – Promote student awareness and use of academic support services and academic strategies that OCC provides for academic success.
  - **Mandatory Orientation Components**
    - Main Session
    - Break-Out Sessions
  - **Mandatory Orientation Coverage**
  - **Survey Results**
    - What Did Students Learn from the Orientation?
    - Orientation Overall Rate (above 80%)
  - **Definition of Groups**
    - High Touch Group
    - Peer Groups
  - **Charts that provide Course Success Rates for Fall 2011 and Winter 2012**
  - **Charts that provide Retention Rates for Fall 2011 to Winter 2012, and Winter 2012 to Fall 2012.**
  - **Should we compare data from Fall to Winter?**
    - Winter Barriers
  - **The Real Question?**
  - **Observations**
  - **Recommendation** – continue the pilot through Summer 2012 and continue collecting data
  - **Demand for ENG 1055 Sections**
  - **Next Steps**
    - Success rates for all AtD outcomes
    - Success rates by demographic breakdown
  - **High Touch Sub-committee membership:** Henry Tanaka and Janice Brown-Williams (Co-Chairs); Kirstine Evans; Jahquan Hawkins; Bonita Myrand; Rosalind Reaves; Tom Hendricks; and Zheng Wang
  - **Thank You!**

Note: The PowerPoint presentation will be posted on Infomart

Shawn Dry reported that there is a proposal at Chancellor's Cabinet to extend mandatory orientation throughout the College. The Campus Senate chairs were asked to discuss this

data at next month's Campus Senate meetings to determine if there are any concerns/issues.

6) Old Business

- None

7) New Business

- Motions from OR and SE Campuses re: Shared Governance

“Shared Governance” was discussed at Staff Development Day and the September Campus Senate meetings.

Karen Lee presented the following motion on behalf of the SE Campus Senate:

**MOTION: The Southeast Campus Senate moves that senate should conduct a full review of its shared governance statement using the AAUP document, specifically the paragraph: “The selection of academic deans and other chief academic officers should be the responsibility of the president with the advice of, and in consultation with, the appropriate faculty” (AAUP. 2006. *Statement on Government of Colleges and Universities*. p 137, para 4). Seconded.**

There has been deterioration of shared governance at OCC as follows:

- Faculty excluded from dean search committees
- Poor administrative communication re: restructuring and CBT

Discussion followed:

- Shawn Dry reported that he met with the Chancellor regarding this topic. He clarified that the issue is not about faculty wanting to choose their own academic supervisors; it is about the senate wanting to make sure there is academic quality in these positions. The Chancellor responded by asking the Senate to create a process for selecting faculty representatives to serve on search committees.
  - Professional ethics is embedded in the FMA.
  - In the past, Senate has identified faculty to serve on search committees.
  - It is important to respond to the Chancellor's challenge.

**The question was called.**

**The motion passed.**

Shawn Dry reported that the Chancellor has stopped the dean searches until this process is completed. He will meet with the Chancellor on October 22 to further discuss this issue.

Discussion followed:

- In the past, each Campus Senate has put forward one faculty member to serve on dean search committees. The Chancellor has indicated that 4 faculty representatives are too many.

**MOTION: The composition of the search committees for the Academic Deans should include 2 faculty members from the relevant discipline; and the search committees for the Associate Deans should include 1 faculty member from the relevant discipline. Seconded.**

**The motion passed: 20 to 12**

Shawn Dry indicated that a motion has passed suggesting personnel on the dean search committees. The Campus Senates can further discuss this topic (including a process for selecting these representatives) at their October meetings.

Marilynn Kokoszka presented the following motion on behalf of the OR Campus Senate:

**MOTION: The Orchard Ridge Academic Senate moves that the College Academic Senate reach out to the Board of Trustees, informing them about the deterioration of “shared governance” at the college and reminding them of its importance in light of Higher Learning Commission standards. Seconded.**

Discussion followed:

- There have been delayed and limited administrative responses to requests for information and decisions for the Senate.
- Shared governance is worthless if the other side is looking in a different direction.
- The CAS Chair has been asked to investigate the legitimacy of the CAS. Has the Senate’s constitution ever been approved by the Board of Trustees?

**The question was called.**

**The motion passed.**

Shawn Dry reported that this is a crucial time to be involved in the Senate and it is important to be advocates for the Senate.

- Dean Reorganization Questions  
At Senate Leadership the Vice Chancellor and Associate Vice Chancellor were made aware of the confusion regarding the deans’ roles at the institution. The Chancellor has chosen Infomart to be the communication vehicle for the college. To help with the communication regarding reorganization, administration has volunteered to put together a “Frequently Asked Questions” document.

The Senate identified the following issues re: the deans’ reorganization:

- What advice is being given to the academic deans as to their charge and responsibilities?
- What are the charges and responsibilities for the 3 different deans (Campus, Academic, and Associate)?
- Which dean is responsible for annual scheduling?
- What are the specific differences between the old and new responsibilities of the dean positions?
- What length of schedule are faculty required to provide to deans?

- What is the proper line of communication for specific issues?
- What is the process for bringing through curricular proposals from the campuses?  
Which dean signs off on curricular proposals?

Any additional questions should be sent to Shawn Dry.

Other Discussion:

- Job descriptions for the deans are listed on Infomart under Human Resources and it includes the new deans.
  - Infomart is now accessible from your home computer, and any Infomart-related questions should be sent to Janet Roberts.
- Teaching and Learning Conference  
Shawn Dry reported that Chancellor's Cabinet had an initial conversation regarding starting a Teaching and Learning Conference. This event would be for faculty and other academic personnel and would address academic issues and improvement in academic quality to move forward. The Campus Senates were asked to discuss this topic and they offered suggested topics for the event.

**MOTION: To create an ad hoc committee to investigate the possibilities for a teaching and learning conference. Seconded, passed.**

Shawn Dry reported that MiVada Burrus at AH Campus has organized several conference events and she volunteered to help with this. The campuses were asked to identify people to serve on the committee, and Shawn Dry volunteered to schedule the first meeting.

8) Standing Committees:

- *Campus Academic Master Plan/Michelle Pergeau*  
Michelle Pergeau expressed the committee's concerns regarding shared governance:
  - CAMP met on September 14<sup>th</sup> and they discussed what the dean representation would/should look like.
  - The committee also looked at what we could do at the campus level without clarity of the CAMP draft that was last referred to CPC.
  - CAMP's charge is to: monitor and report on campus work, and be involved in the creation and implementation of the plan.
  - CAMP's work is being stalled:
    - due to a version of the final draft not being presented
    - administrative representatives are not yet designated for the year
    - budget resources are unclear (presidents do not maintain/control the budget) yet they are consulted on campus initiatives
    - How do we make recommendations when we do not know the exact budgetary and administrative structures that will exist after January 1<sup>st</sup>?
    - How can CAMP weigh-in on the implementation when this will be recommended by CBT, and the Chancellor is not interested in shared governance?
  - Last year's charge was to revise and edit the CAMP document which was completed; no implementation plans were included.

- CBT met with CAMP on September 24<sup>th</sup> but many faculty members were unable to attend due to their teaching schedule.
  - CAMP needs formal direction on what tasks the Senate wants us to complete.
- *Curriculum/Mary Kay Lawless*  
Mary Kay Lawless reported the following:
    - The Curriculum Committee held a “kick-off” meeting on September 24<sup>th</sup> and the Vice Chancellor and Associate Vice Chancellor were not in attendance due to CBT meetings scheduled during this time.
    - There is much confusion over the structure of the standing committees.
    - Faculty that have curriculum changes/additions were encouraged to bring them through the campus curriculum committees and ask Leanne Nadlicki to add to the college curriculum committee agenda.
    - Our major area of concern is curriculum and it must move forward; we will not stop the curriculum process as happened last year.
- *Curriculum Review Committee /Karen Lee*  
Karen Lee reported the following:
    - An orientation session was held for all the deans and lead faculty reviewers of academic units that will be reviewed this year: CIS, Dental Hygiene, Math, Music, ESL, ASC, Sign Language (currently going through accreditation process).
    - The next meeting is scheduled on October 5<sup>th</sup> at DO.
- *Student Outcomes Assessment/Robert Lamphear*  
Bob Lamphear reported the following:
    - The first meeting will be held on October 5 from 12:30 – 2:30 p.m. at DO.
    - The topic for this year’s essay contest is “Saving Detroit.” Information about the contest is available on Infomart and it has been sent to all faculty; cash prizes for the winners will be provided by the OCC Foundation.
- *TMC/Judy Matteson*  
Judy Matteson reported the following regarding Desire2Learn (D2L):
    - There is a student help page; faculty can choose whether or not to make the orientation session mandatory for students.
    - PDTC should be contacted for the training schedule for faculty.
    - Orientation sessions for faculty will also be available online soon.

9) Ad Hoc Committees:

- None

10) Administration:

- No report

11) Community Comments:

- Senate members were encouraged to attend Board meetings to support the CAS Chair and initiatives of the CAS.

- There is a college-wide diversity event scheduled on October 12 at 10:00 a.m. at OR Campus in the Smith Theater; Dr. Eboni Zamani-Gallaher will speak on “Creating Inclusive Campuses Through Mentoring: Pay It Forward.”
- Gerry Faye provided the background and history of the OCC Senate as follows:
  - The first president of OCC (Dr. John Tirrell) instituted the Representative Faculty Advisory Council; then the CAS was instituted with the approval of President Joseph Hill.
  - Marion Rice was the first Chair of the CAS before she was the Provost at AH Campus.
- OCC’s National Women’s Art Show opens today in the Smith Theater.
- There is a Department Chairs workshop scheduled for Friday, September 28<sup>th</sup> to review the FMA. A recommendation was made that the department chairs make sure their adjuncts are receiving information regarding pension/healthcare choices. A mailing was sent out from HR and adjuncts were included.
- The OR Campus Senate was thanked for funding the treats at today’s meeting.
- Those present were asked to visit the new student area on the first floor of J Building.
- The “Detroit Tigers” won today.
- This year promises not to be boring.

12) Adjournment:

Meeting adjourned: 5:05 p.m.

Respectfully submitted,

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Gheretta R. Harris, Secretary

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Nancy K. Szabo, Recording Secretary