



**CHANCELLOR'S ADVISORY COUNCIL**  
**September 2, 2005**  
**9:00 am – 11:00 am**  
**District Office Board Room**  
**AGENDA**

**A. CHANCELLOR'S COMMENTS**

1. CAC Stakeholder Group Membership (handout)
2. Auburn Hills Campus President Search Status (handout)
3. Legislative Update (handout)
4. Strategic Plan Report
5. *Chancellor's Update* (handout)

**B. ACTION ITEMS/CRITICAL RECOMMENDATIONS**

1. Approval of Minutes of the May 6, 2005, Meeting
2. 2005-06 CAC Meeting Dates and Times/Spangler

**C. INFORMATION ITEMS**

1. Higher Learning Commission Kickoff/Keith
2. Student Ambassador Program/Keith
3. Lloyd Meeds Policy Fellowship/Kozell

**D. DISCUSSION ITEMS**

1. Printed Schedules/McGee
2. Faculty Recognition at Graduation/Spangler



OAKLAND  
COMMUNITY  
COLLEGE

**CHANCELLOR'S ADVISORY COUNCIL**

Friday, September 2, 2005  
District Office, Board Room  
9:00 a.m. – 11:00 a.m.

**MINUTES**

CALLED TO ORDER BY: Mary S. Spangler, Ed.D., Chancellor TIME: 9:00 a.m.

<b><i>CAC Members:</i></b>		<b><i>Guests:</i></b>
Michelle Berry, Student, OR	Cheryl Kozell, Executive Dir., DO	Mary Ston, Faculty, OR
Clarence Brantley, Officer, DO	Gordon May, Officer, HL	Carla Mathews, Staff, DO
Janice Brown-Williams, Staff, AH	Mary Ann McGee, Faculty, OR	
Beatrice Catherino, Faculty, AH	Rocio Oxholm-Flores, Staff, HL	
Lloyd Crews, Dean, RO	Barbara Sadecki, Staff, RO	
George Keith, Office, DO	Mary Spangler, Chancellor, DO	
Tahir Khan, Faculty, AH		
<b><i>Absent:</i></b>		
Suzanne Parini, Student, AH		

*Next Meeting:* November 11, 2005, 12:00 p.m. - 2:00 p.m., DO Board Room

A. CHANCELLOR'S COMMENTS

1. CAC Stakeholder Group Membership

Chancellor Spangler welcomed everyone to the Chancellor's Advisory Council (CAC), reviewed the operating guidelines, and indicated that this is an advisory group where college-wide issues may be brought forward including recommendations from the College Planning Council and issues from employee groups represented by CAC members. She also noted that CAC should work towards consensus. Meetings are open to the College community and members are encouraged to share information from the meetings with their campuses. She expressed her appreciation to the members for their time commitment and the commitment of their respective supervisors. A CAC membership list was distributed and the Chancellor noted that there is balanced representation from each site.

## 2. Auburn Hills Campus President Search Status

Chancellor Spangler distributed an Auburn Hills Campus President search committee membership list noting that the diverse committee has full campus representation. She will be reviewing the candidate pool with Chief Human Resources Officer Cathy Rush and Royal Oak/Southfield Campus President and Committee Chair Martha Smydra to evaluate the pool. The position will remain open until filled.

George Keith expressed concern on behalf of individuals at the Auburn Hills campus that the campus is technology-based, yet this is not included in the position qualifications. The issue was discussed and campus representatives from CAC were encouraged to notify their constituents that there was a process for the posting and the qualifications noted in the posting created an optimal environment for maximum applications. Additionally, the posting was approved by the Auburn Hills Campus Senate Chair.

The CAC discussed the Board of Trustees' interest in the search process. Mary Spangler noted that she has informed the Board about the search process and indicated where the Board might have involvement. She is keeping them informed about the process. The Board of Trustees have discussed the minimum qualifications and the committee membership.

## 3. Legislative Update

Chancellor Spangler is actively engaged in legislative activities at the state and federal level representing the interests of OCC and community colleges as a whole. She distributed information from the American Association of Community Colleges providing updates on appropriations, the Higher Education Act Reauthorization; the Perkins Act Reauthorization; and the Workforce Investment Act Reauthorization. The Chancellor will continue to work with Cheryl Kozell, Executive Director of Advancement, on these issues. The funding formula is still a key discussion at the state level. Mary Spangler and Cheryl Kozell will attend the National Legislative Conference in Washington, D.C., in February.

## 4. Strategic Plan Report

Mary Spangler announced that Cheryl Kozell has assumed responsibility for overseeing the strategic planning process. Some of her current responsibilities will be shifted to other areas of the organization so that she may focus on the implementation of the strategic plan. The College Planning Council (CPC) will be re-defined. To date, six strategic planning task force recommendations have been forwarded from the CPC to the Chancellor. The Chancellor is currently developing

responses to the recommendations and will share these with the College community.

5. *Chancellor's Update*

The CAC discussed the *Chancellor's Update* and recommended that the publication continue on a bi-monthly or quarterly basis.

B. ACTION ITEMS/CRITICAL RECOMMENDATIONS

1. Approval of Minutes of the May 6, 2005 Meeting

The minutes of the May 6, 2005, meeting were approved as presented.

2. 2005-2006 CAC Meeting Dates and Times

The CAC discussed and scheduled the following meeting dates for the 2005-06 fiscal year:

October 7, 2005, 9:00 a.m. – 11:00 a.m.

November 11, 2005, 12:00 p.m. – 2:00 p.m. (lunch will be served to CAC)

December 2, 2005, 9:00 a.m. – 11:00 a.m.

January 13, 2005, 12:00 p.m. – 2:00 p.m., OR Campus (lunch will be served to CAC)

February 3, 2006, 9:00 a.m. – 11:00 a.m.

March 10, 2006, 12:00 p.m. – 2:00 p.m. (lunch will be served to CAC)

April 7, 2006, 9:00 a.m. – 11:00 a.m.

May 12, 2006, 12:00 p.m. – 2:00 p.m. (lunch will be served to CAC)

June 9, 2006, 12:00 p.m. – 2:00 p.m. (lunch will be served to CAC)

*All meetings will be conducted in the DO Board Room unless otherwise noted.*

C. INFORMATION ITEMS

1. Higher Learning commission Kickoff

George Keith distributed a draft of the Higher Learning Commission (HLC) Accreditation Preparation time line. Oakland Community College currently has a 10-year accreditation with the HLC and is scheduled for its next review in 2007-08. The HLC has articulated five basic criterion for organizations by which they review themselves and by which the HLC will review the college including mission, the future, assessment, general education, and the community. A steering committee will be identified and committees will be developed around each criterion. Cathey Maze and Mary Ann McGee will serve as co-chairs of the steering committee. The steering committee membership will include the chairs and co-chairs of each of the

committees developed around the five criterion and also Nancy Showers. Dr. Keith noted that he is very pleased with the progress of the plan.

2. Student Ambassador Program

Dr. Keith distributed draft information regarding the Student Ambassador Program. The program is designed to build leadership skills among students by representing OCC at college-related functions, community and social events, and designated ceremonies. Information regarding the program will be distributed to the student body. Rocio-Oxholm Flores suggested that students involved in the Student Ambassador Program have such information listed on their transcript. Lloyd Crews suggested assigning mentors to the students.

Dr. Keith has also asked Lane Glenn through student life to develop a student leadership academy. A pilot project is being launched this fall, and it is anticipated that a fully functioning program will be in place in 2006-07.

Mary Ann McGee commented that the College needs to review mechanisms for broadening the student voice.

3. Lloyd Meeds Policy Fellowship

Cheryl Kozell reported that Preston Gates, OCC's national lobbying firm, has offered the college an internship opportunity to one of our students in the firm's Washington D.C. office. George Keith is collecting names of interested students and encouraged CAC to help identify potentially interested students. He also requested that the college identify an intern by the end of September, 2005.

D. DISCUSSION ITEMS

1. Printed Schedules

Mary Ann McGee expressed interest in having the college develop a process for communicating college-wide decisions to the campuses. She identified the reduced number of printed schedules this summer as an example of one concern whereby the campuses were not notified of the decision in advance. Mary Spangler noted that CAC will help foster some of these conversations. Carla Mathews indicated that Enrollment Services is addressing the issue of printing schedules. CAC recommended underwriting the cost of schedules through advertisements.

2. Faculty Recognition at Graduation

This topic was tabled for discussion at the next CAC meeting.

CAC also supported the College conducting meetings through e-mail, conference calls or by other means thus eliminating the need for extensive traveling to different locations.

The meeting was adjourned at 11:15 a.m.

Respectfully submitted,

Pamela L. Kramer  
Executive Assistant to the Chancellor