



COMMUNITY ASSEMBLY

Highland Lakes Campus - Student Center Arena
DATE: September 17, 2015 TIME: 3:00 – 4:00 p.m.

In attendance:

- Faculty: Kim Boose, Chris Genei
- Classified: Shari Buttrey, Kathleen Cham, Merce Gooding, Tammy Hale, Sue Henke, Gia Huff, Michelle Rose, Danielle Ryerson, Cathy Soldan, Cathy Sorenson, Barbara Stanhouse, Mary Thomas
- Management: Gail Adams, Lisa Moore, Keith Pawlovich, Pam Ryals
- Administrators: Tim Walter
- Public Safety: Jacob Liska, Barry Matthews
- Custodial/Maintenance/Grounds:
- Contract/IT: Sue Bourbeau, Joyce Denham, Dan Ploughman
- Students:

I. Welcome/Introductions of Guest Administration – Cynthia Roman:

- Dr. Roman welcomed Maria McCarthy, Auxiliary Services Manager, who was visiting the Highland Lakes Campus.
- Dr. Roman also welcomed everyone in attendance to a new academic year.

II. Announcements/Updates

A. Enrollment Decline – Dr. Roman reported:

- There was a decline of 500 Highland Lake's students and an 11% decline in Highland Lake's credit hours for the Fall 2015 semester. A couple facts could be contributing to the decline:
 - When the economy is doing well, enrollment is down.
 - There is a decline in the number of students in K – 12.

B. Security Cameras – Barry Matthews reported:

- Cameras are being installed by Net Tech on a priority basis (DO, RO, SF, HL...).
- There are server issues at Highland that are being dealt with. Some cameras are already installed. There are 24 additional cameras being installed which gives Highland a total of 64 cameras. There are 7 or 8 outdoor cameras in parking lots and the receiving area. There is software training tomorrow. The project should be complete in a month. Cameras are strategically being placed in problem areas such as the Deans' Office and the Nursing Office.
- The original system is 7 years old; the lifespan of a system is only 5 years.

- C. N Mark Policy – Dr. Roman reported:
- Mr. Provenzano stated in his July financial presentation at Highland Lakes that it is critical that faculty and adjuncts submit N marks in a timely manner. This saves the college money; non-compliance of this policy results in a financial debt.
- D. College Bookstores – Lisa Moore reported:
- In an effort to be competitive, the bookstores have gone with dynamic pricing. Students can go to a new website to find a price comparison between OCC and other suppliers. The site also allows OCC to become more competitive; it shows whether our pricing is either too high or too low.
- E. 50th Anniversary Gala – Dr. Roman reported:
- The 50th Anniversary Gala was cancelled due to unforeseen circumstances.
- F. Negotiations – Dr. Roman reported:
- Most unions are in mediation. When the contracts are settled, we will continue to work with each other. It is important to honor and respect each other during this difficult time.
- G. Student Life Update – Keith Pawlovich reported:
- Keith is back in the position of Coordinator of Student Development.
 - The rumor was that Student Life was on the chopping block. This is not true. Student Life still exists; however, there is a different focus. The emphasis will be on academic programs.
 - There are 6 new student ambassadors.
 - Student Ambassador Sally Saleem will be the student representative to the Board of Trustees during the winter semester.
 - In recognition of 9/11, a collection of non-perishable food was collected for The Open Door Outreach Center food bank in Waterford. A total of 330 lbs. of food was donated.
 - Keith and Kurt Stanley are discussing the possibility of a student cared for garden that would provide fresh produce to The Open Door Outreach Center.
 - Welcome Week was a success. More than fifty students signed up for numerous opportunities.
 - September 25 - Leadership 101...Annual training will take place at the Auburn Hills Campus from 12 – 4 p.m. This is a requirement for current officers of OCC Recognized Student Organizations and those considering starting a student organization.
 - There will be college-wide student ambassador training at Highland Lakes, October 2nd, from 10:00 – 1:00 p.m. SAs will complete a personality inventory and assessment to determine their strengths. They will then apply this knowledge in a geocaching field challenge. Dean Cindy Carbone will be facilitating a one hour Scholarship Seminar immediately following the training.
 - October 1 – Geocaching...Keith is currently working on a geocaching project.
 - The Sustainability Committee is sponsoring another E-waste collection pickup at the following campuses:

- Royal Oak Campus – October 7, South Parking Lot, 9:00 – 1:00 p.m.
- Southfield Campus – October 24, West Parking Lot, 9:00 – 1:00 p.m.
- Sustain a Difference Day has the following events planned:
 - October 12 – Improving the rain garden
 - October 12 – 13 – Clear hilly area outside of the Student Center
 - October 26 – Lunch with the President
- A question was asked of Keith whether the name Student Life would change to Center for Student Leadership and Engagement. He stated this is still in the discussion stage.

III. Concerns/Suggestions/Reminders:

- C. Roman – It was determined that a plaque would be ordered and placed in Levinson Hall in memory of Roman.
- G. Huff – What is the status of online classes?
 - There was a short list of classes emailed by Cathey Maze that possibly will be offered in the winter semester.
 - Cathey Maze will be on campus next Thursday at 2:00 p.m. in SC109 to address the online issue.
 - Training for faculty will begin tomorrow. There is a substantial amount of information that needs to be learned in order to be in compliance with offering online classes.
- K. Boose – Students bring their laptops to the ASC, but the ASC is not Wi-Fi wired. Can this be updated so students can use their computers? Sue Bourbeau will investigate.
- M. Gooding – Can the computer lab in Levinson Hall be used for science? P. Ryals noted that the lab is being used in the evenings for English classes. Dr. Roman has been in contact with Dr. Goldin. Dr. Goldin and Pam are currently talking about usage in the lab.

The HL Community Assembly was adjourned at 3:30 pm.

The next Community Assembly is scheduled for Thursday, October 15, at 3:00 p.m. in the Student Center Arena.

Submitted by,

Gail Adams, Administrative Assistant
President's Office
Highland Lakes Campus