



Community Assembly  
**SOUTHEAST CAMPUS**  
**Community Assembly**  
Thursday, March 17, 2016  
3:00 p.m. – 4:00 p.m.

Royal Oak Campus – Room B-251

**MINUTES**

**ATTENDEES**

Bev Bash	David Ceci	Carol Benson	Bev Sault
Stacey Jackson	Calvin Boylston	Deborah Niemer	Kim Hugelier
Phelicia Jones	John Tata	Marian Shirlee	Jeff Eichold
D. Johnson-Bignottti	Erica Jones	J. Brown-Williams	Steve Reif

**Welcome**

- Attendees were welcomed by Steve Reif.

**Announcements/Updates**

➤ **Honors Convocation**

Selection of a date for the Honors Convocation is almost complete. The Honors Convocation Committee met and is finalizing decisions on invitations, programs, scripts and certificate holders. There will be a special musical performance designed to accompany the key note speaker. This year’s convocation theme will be “Celebration of Excellence.” Faculty and staff participating in the honors convocation **will wear commencement regalia**. Department awards must be made by faculty and no more than 4 students per department may be selected to be honored. Student Ambassadors will serve as ushers. As time approaches, more information will be forthcoming.

➤ **Student Life Update**

There was a Coffee and Conversation on Campus Safety co-sponsored by Student Life and the Royal Oak and Southfield Counseling Departments. Participants enjoyed a discussion with Campus Public Safety Officers on how to prevent victimization, improve protection strategies, and increase confidence and reduce fear.

There will be a PTK Winter Induction ceremony on Friday, March 18, at the Royal Oak Campus Theater at 6:00 p.m. Twenty-four students will be inducted.

PTK will host a Red Cross Blood Drive on Wednesday, March 30, from 11:00 a.m. until 5:00 p.m. at the Royal Oak Campus.

➤ **Facilities Update**

Kim Hugelier reported that planning for the porcelain panel replacement at the Royal Oak Campus is proceeding on schedule.

➤ **Safety Concerns Forum**

BART is a behavioral assessment group minimally comprised of a campus dean, a public safety lieutenant and a counselor. Any type of behavior by a student or community member (other than an employee) that is disconcerting, abnormal, or disruptive can be reported to BART and will be reviewed by BART. BART will assess the situation and a decision will be made on the course of action to be taken regarding the BART complaint. There are times when a BART complaint may not rise to the level of any type of action being taken, but rather the BART concern, and the offending individual's name, will be logged into the BART database to track.

At times there are incidents that could be criminal and BART reportable. These incidents will have separate but simultaneous investigations conducted both criminally and through the BART process. The outcomes will be handled respectively by the college's internal process and the criminal process outside of the college (i.e., the prosecutor's office, arrest, etc.).

When public safety is presented with a possible criminal case, they first examine the laws/statutes and see if the elements they are provided with meet the crime. Public Safety will then investigate and take the findings to the prosecutor. This, however, can be dictated by the victim of the criminal activity. Many crimes, not all, require the victim to want to prosecute. If they do not, Public Safety often has no further recourse.

Also mentioned was that instructors should be in charge of behavior in their classrooms. Non-BART issues should be sent to the campus dean.

➤ **Service Awards**

Employee Service Awards will be bestowed at the April 21<sup>st</sup> Community Assembly, at Southfield, in Room B-203, at 3-4:00 p.m.

Recipients are the following:

Maureen Kane	Jeanne Parsons	Charlie Machise	Ann Primak
Lynne Hitchcock	Marcia Kosovec	Sheryl Schmidt	David Kauffman
Jeffrey Eichold	Judith Matteson	Sandra Bradley	Steven Reif
Beverley Sault	Marian Shirlee	Belynda Gambrell	

Please note: Supervisors are expected to introduce their respective recipients.

➤ **Concerns/Suggestions/Reminders**

Commencement will be held Saturday, May 21<sup>st</sup>, at 2:00 p.m., at the Palace of Auburn Hills. The student speaker will be from Royal Oak/Southfield. Deans Cindy Carbone and Tom Hendricks will serve as Speaker Deans. Faculty and staff are encouraged to attend.

The next Campus Conversation will be held on Tuesday, March 29, 3:00-4:00 p.m., at Royal Oak, in Room C-117.