



COMMUNITY ASSEMBLY

Highland Lakes Campus - Student Center Arena

DATE: June 6, 2014 TIME: 11:00 – 12:00 p.m.

- I. The meeting was called to order by Dr. Cynthia Roman at 11:00 a.m.

In attendance:

- Faculty: Kim Boose, Karen Robinson, Kurt Stanley, Terry Weideman
- Classified: Baiba Ejups, Tammy Hale, Mary Prieto, Barbara Stanhouse
- Management: Gail Adams, Steve Messina, Lisa Moore, David Schaefer
- Administrators: Cynthia Roman, Tim Walter
- Public Safety: Jacob Liska, John Wells
- Custodial/Maintenance/Grounds: Doris Breece, Jim Meixner, Kathy Voss
- Contract/IT:

- II. Announcements/Updates

A. Highland Hall – Cynthia Roman reported:

- The area where Highland Hall once stood will be leveled off by the end of June as scheduled.

B. Chancellor's State of the College Address – Cynthia Roman reported:

- The Chancellor's State of the College Address was played for those in attendance.

C. Student Success Definition – Cynthia Roman reported:

- The final definition of Student Success, as noted below, was displayed for everyone to view:

Student success is the exploration, identification, and achievement of personal and academic goals resulting in college readiness, credential/certificate/degree completion, and/or employment.

D. Graduation Fee – Cynthia Roman reported:

- The graduation fee will be waived effective with the Fall 2014 semester. The announcement will be made shortly to the college community.

E. Parking Lot Lines – Cynthia Roman reported:

- The lines in the parking lots have been painted.

F. Wheelchair Locations – Cynthia Roman reported:

- Wheelchairs have been disbursed throughout campus for the use by staff, faculty, and students. The locations include:
 - ✓ Woodland Hall South – 3rd Floor Mailroom
 - ✓ Woodland Hall North – Library
 - ✓ Levinson Hall – Adjunct Office LH135
 - ✓ High Oaks Hall – Mailroom/Staff Lounge

G. Custodians – Cynthia Roman reported:

- After further investigation, custodians will remain on midnights.
- School Dudes – Does the information submitted always go to the correct person? Dr. Roman will investigate.

H. TLTC – Cynthia Roman reported:

- After further investigation, Highland Lakes will not have a designed TLTC employee at the campus.

III. Departmental Presentation

A. ASC – Kim Boose reported:

- A pamphlet was distributed explaining college-wide support services provided by the ASC.
- Reading Plus – 5 sections of NUR-1290 took the screening test this semester.
- Kim Boose, full-time faculty in the ASC, reviewed the ASC web page and the services the ASC provides. Tutor and SI schedules can be obtained from this website. The number of students the ASC has served from 7/1/13 – 6/3/14 is as follows:

✓ ASC	8,907
✓ SI	17,565 (duplicated)
✓ CIS	3,576 signed in – 985 unduplicated
✓ TOTAL SERVED	30,048
✓ Tests	2,253 (includes MTELP, BPT, COMPASS, and Make up tests)
- An SI must have completed the course they plan to be a student instructor for. SIs are typically exceptional students. There is a ten hour mandatory training for SIs and tutors. No exceptions. Tutors are also required to observe other tutors. There can be up to 40 tutors and SIs at any given time. Terry Weideman has joined Kim to build assessment tools for the SIs.
- ASC-1070 – College Success Skills: Five sections are scheduled for each semester, Fall 2014 and Winter 2015. This includes a section at Clarkston High School for both semesters.

- Early College:
 - ✓ ASC-1070 taught at Clarkston High School.
 - ✓ Walled Lake High School – students must have an IEP. Program is for 11th graders. Study skills seminars began with 4 sessions and have transitioned to 10 sessions. ASC-1070 class paired with ACCESS and Steve Messina, Academic Support Coordinator.
- Partnering with CNS-1100 and Renee Henson, Counseling faculty.
- Budget – recommended to hold status quo.
- No Saturdays in Summer I and II (shortened hours).
- YouTube – Played “Kid President” giving a pep talk.

IV. Concerns/Suggestions/Reminders:

A. Other

- How will the minimum wage increase impact our tutors and SIs? Dr. Roman will research the question.

The HL Community Assembly was adjourned at 11:50pm.

Submitted by,

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