



## **COMMUNITY ASSEMBLY**

Highland Lakes Campus - Student Center 109/110

DATE: March 17, 2016 TIME: 3:00 – 4:00 p.m.

### In attendance:

- Faculty: Kurt Stanley, Tom Zakrzewski
- Classified: Shari Buttrey, Sue Henke, Gia Huff, Doree Nowack
- Management: Gail Adams, Shawn Griffin, Barry Matthews, Janine McKay, Keith Pawlovich, Ken Reynolds, Pam Ryals, Crystal Sanford-Brown
- Administrators: Kevin Bratton, Tim Walter, Nancy Wong
- Public Safety: John Regorrah
- Custodial/Maintenance/Grounds:
- Contract/IT: Sue Bourbeau, Joyce Denham, Dan Ploughman
- Students:

### I. Welcome/Introductions of Guest Administration – C. Roman:

- Dr. Roman welcomed everyone to the Community Assembly.

### II. Announcements/Updates

#### A. Campus Conversations – C. Roman reported:

- There have been three Campus Conversations so far. Dr. Roman is very pleased with the great ideas that have been discussed. The meetings are informal.

#### B. Safety Concerns – B. Matthews reported:

- There have been missing or misplaced items recently in Woodland Hall offices. Items were reported being moved or rummaged through. The security cameras did not show that anyone entered the affected offices during off hours; cannot identify a responsible party.
- Make sure that doors are kept locked at all times.
- For reporting purposes, make sure each individual files their own report.
- If you see wandering students, ask if they need assistance.
- Be aware of your surroundings.
- Camera data is kept for 45-60 days.
- Let Public Safety know if you are working after 5:00 p.m. This is a safety issue, i.e. if there is a fire or emergency.

#### C. Honors Convocation – C. Roman reported:

- The Honors Convocation will take place on Monday, May 16, from 3:00 – 5:00 p.m. in the Student Center Arena.

## D. Graduation Date – C. Roman reported:

- Commencement is scheduled for Saturday, May 21. Faculty marshals will be requested by the Registrar's Office at the end of April. Approval is made through the President's Office.

## E. Guided Pathways – J. Shadko reported:

- Postponed.

## F. Student Life Update – K. Pawlovich reported:

- April 1 Swing Dance – Highland Lakes Student LIFE in partnership with Band Director Thomas Dennis, The Dance Project, Phi Theta Kappa and Nursing Student Association present a live concert and dance on April Fools' Day! A full swing orchestra will play while a dance troupe performs and teaches! All proceeds will be donated to the Michigan Fallen and Wounded Soldiers Fund to help soldiers who fought in the Iraq and Afghan wars. The Wounded Warrior Project was the original beneficiary of this event; however, due to misuse of funds, it was decided to select another organization.
- Throw out old posters if you see them.
- Cash or in-kind donations are appreciated.
- Please help broadcast the event.
- There is a PTK induction ceremony prior to the dance.
- There are many volunteer opportunities the day of the event.
- There is a silent auction. Employees have been asked to prepare themed baskets for the auction. Dr. Roman is willing to put the baskets together if items and baskets are brought to the President's Office.
- There will be three speakers:
  - Dr. Harper, Honors Dean at Oakland University
  - Jim Runested, State Representative
  - Lynn Phillips, Fallen and Wounded Soldiers Fund

## III. Concerns/Suggestions/Reminders

- a. K. Reynolds stated that the spray program that has taken place the past three years is very successful. There is a tree service that will be on campus Wednesday, March 23, to remove dead trees.
- b. T. Walter thanked B. Matthews for the work done in catching two students in Lot G. The students ran over a tree and damaged property late one evening. There will be a BART. The students are repaying the college for damages they caused.
- c. T. Walter and K. Bratton are newly elected union stewards for Teamsters.
- d. The Lighthouse Walk moved to a new location in Pontiac this year due to a leadership change.
- e. The Julie Run is scheduled for June 6 and will support The Open Door Outreach Center.

The next Community Assembly is scheduled for Thursday, April 18, 2016, at 3:00 p.m. in the Student Center room 109.

Submitted by,

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