



Community Assembly

Southeast Campus

MINUTES

September 17, 2015

Campus President Steve Reif facilitated the Assembly with 37 faculty and staff in attendance.

1). Welcome

- S. Reif asked everyone to introduce themselves and he welcomed them to the new academic year.
- S. Reif reported that it is critical for faculty and adjuncts to submit “N” marks during the first couple of weeks in the semester to avoid financial implications and non-compliance issues for the College.
- The 50th Anniversary Gala has been cancelled due to unforeseen circumstances.
- An Electronics Waste event will be held at the Royal Oak Campus on October 17th in the South Parking Lot from 9:00 a.m. to 1:00 p.m. and at the Southfield Campus on October 24th in the West Parking Lot from 9:00 a.m. to 1:00 p.m. A complete list of acceptable and unacceptable items can be found on InfoMart.
- S. Reif reminder everyone to be respectful toward each other as the College continues with mediation with the unions.
- An article will be posted on InfoMart regarding the many changes made to student services. The College will also be soliciting employees for their thoughts regarding tuition.

2). Campus Announcements/Updates

- Share to Care Initiative
 - L. Linden reported that a committee was created and plans are underway to assist students with transportation between the campuses by providing bus passes. This is a pilot-program. Gift cards in the amount of \$25.00 are being donated by Kroger and Meijer will also be distributed to students during hardship. Boxes will be set up throughout the RO and SF Campuses to collect spare change, which will also be used to purchase additional gift cards. If you are aware of a student who needs assistance, please refer them to the Counseling Department. An OCC Foundation Account will be established for tax deductible donations by pay check or one-time donation to assist with sustaining this program, which is currently taking place only at the RO/SF Campuses at this time. S. Reif presented information about this program to Cabinet and it was well received. The Salvation Army is donating hats, gloves, scarves, etc. for distribution to students.

- Enrollment
 - J. Hawkins confirmed the decline in enrollment is college-wide due to many factors including economic changes and changes in financial aid. He demonstrated the process on how to access current enrollment data through Institutional Research, which is located on InfoMart. The Reg-O-Meter can also be reviewed for additional current enrollment information which is detailed by campus. The College is currently addressing the decline in enrollment on a case by case basis. A recent announcement was made about a college-wide recruitment task force committee being formed to look at ways to improve enrollment. If you are interested in joining, please contact Dean Hawkins.

- Security Cameras
 - Public Safety Officer Bruce McCalpin reported that new cameras with higher resolution are being installed college-wide. Additional cameras are being added to the parking lot at the Southfield Campus and in the parking structures at Royal Oak.

- College Book Store – Web Page
 - Book Store Manager Adrienne Loftin announced that the Book Store has a new web page college-wide and some parts are still under construction. The most important goal was to implement the “Dynamic Pricing” for the Fall Semester and offer competitive pricing of text books. An option to buy or rent text books is now available and the web site shows the pricing comparisons. Faculty and staff are asked to encourage students to visit the web site or visit the Book Stores when purchasing text books. All monies spent at the Book Stores go to the General Fund. Financial aid is currently not available for use when purchasing/renting books. Plans are underway to make it available by the Winter Semester 2016. E-books are also available college-wide although they are not a “big” business. One shipping price is now charged for an entire order.
 - A new store has opened up within the Book Stores called Stay Mobile and offers very competitive pricing on all computer/phone repairs. The store is currently located at the AH, OR and SF Campuses. Discounts are offered to all OCC employees.
 - The Book Store now provides the Raider One Card. This includes taking the picture for the ID.
 - Regular hours will be 10:00 a.m. to 6:00 p.m. and begin next week.
 - The Round Up program has been very successful so far; especially at the Southfield Campus. You simply round up your sale and these proceeds will be donated to the OCC Foundation to provide financial assistance to students.

3). Special Presentation

- N. Showers provided an overview of the new “Innovate OCC” Program, which was created to give employees the opportunity to share ideas for consideration and implementation about improving a process or procedure throughout the College. Ideas can be submitted by completing an application form. A review team consisting of District Office administrators and campus business managers will review the submissions and forward them to the Chancellor’s Cabinet so the ideas can be assessed and assigned to a Cabinet Champion, who will follow-up with the OCC Innovator for next steps and implementation. A recognition program is planned for those ideas implemented. This event will occur biannually at Board of Trustees meetings and at Excellence Day. Additional information regarding this program is available on InfoMart.

4). Concerns/Suggestions/Reminders

- A question about the status of online courses was asked. The Michigan Virtual College currently provides more opportunity for students than what OCC will be able to offer. There was a link on the website from the Vice Chancellor indicating there would be scholarship money for students who wanted to take online classes. S. Reif reported that more information about the online classes being offered this winter is forthcoming and he would follow up with Dr. Tim Sherwood in the meantime.
- A concern was raised about an email from Terry McCauley requesting instructors keep their doors locked at all times for security reasons. It is felt that this directive may have legal consequences for the college and it should be a recommendation as opposed to being a policy. S. Reif recommended information regarding late arrival to class be included in the course syllabus.

ADJOURNMENT: 4:05 p.m.

NEXT ASSEMBLY: Thursday, October 15, 2015 at the Southfield Campus, Room B-203