



**SOUTHEAST CAMPUS**  
**Community Assembly**  
Thursday, November 19, 2015  
3:00 p.m. – 4:00 p.m.  
Southfield Campus, Room B-251

**MINUTES**

Attendees:

D. Kauffman	C. Benson	D. Niemer
D. McRoberts	B. Bash	S. Charlesbois-Nordan
M. Shirlee	D. Burgess	J. Hawkins
L. Monroe	B. Lowe	J. Tata
J. Eichold	M. Sedzicka	L. Cole
D. Johnson-Bignotti	T. Felcyn	J. Brown-Williams
K. Liggett	K. Hugelier	

**Welcome:**

S. Reif provided a brief welcome to all attendees at the November Community Assembly.

Minutes are available on InfoMart/Committee & Minutes/Community Assemblies/Royal Oak/Southfield.

**Facilities Update:**

K. Hugelier announced that carpeting would be replaced in certain high-volume areas of the campus. Also, the Royal Oak location will undergo a replacement of the building’s exterior porcelain panels.

**Student Life Update:**

It was announced that on Thursday night, November 19<sup>th</sup>, in the Royal Oak Theater, various immigrants (Rene Lichtman – Holocaust survivor; Daniele Pelluchi – Brazil; Oksana Ganymovych – Ukraine; Hang Duong – Vietnam; May Saad – Lebanon) would share their stories on why they came to America and what the American dream means to them. Immigration attorney, Elli Mosko, will provide an overview of immigration law, and Professors M. Vollbach and R. Burda will offer a geographical overview of American immigration. Light refreshments will be served following the presentations.

On December 3, at the Royal Oak Campus Theater, the film, *Jurassic World*, will be shown at 6:00 pm. Students are free, but must present an OCC Student ID Card.

Phi Theta Kappa will have an officer/membership meeting at the Royal Oak Campus on Monday, December 21, at 6:00 pm, in room A-102

**Campus Email Communications:**

S. Reif reminded everyone that routine emails (e.g., meeting minutes, student life events, etc.) may be shared with campus employees by the email originators. Non-routine emails must come through the President's Office. A "thank you" to a bereavement response should not be submitted via college email.

**Enrollment Updates – Winter 2016:**

J. Brown-Williams and J. Hawkins discussed the recent decline in college enrollment and offered a number of reasons to explain this occurrence.

**Share-to-Care Update:**

S. Reif shared a report submitted by T. Hendricks in which he said this initiative has officially been launched and the campus has received generous donations from Kroger and Meijer. With these donations, there are seven \$25 gift cards at Royal Oak and seven \$25 gift cards at Southfield. All donation boxes have been labeled and mounted. The gift cards are designed to provide short term assistance to needy students. Persons needing more extensive support will be directed to one of the local non-profit agencies. Also, the Salvation Army will be working with the campus to provide gloves, scarves and hats to needy students during cold weather.

**Campus Conversation:**

To promote improved communication, S. Reif announced he is initiating monthly "Campus Conversations" at Royal Oak and Southfield. Each conversation will have an open agenda. All campus employees are invited to attend.

**Proposed Academic Objectives:**

A discussion took place involving the proposed academic objectives:

- 1) Our curriculum, instructional practices, and student services are designed to promote student success and meet community need.
- 2) Our programs and services are designed for those who have the demonstrated aptitude to successfully complete the educational program to which the applicant has applied and to subsequently be employed in a recognized career-pathway.
- 3) The institution will maintain regional accreditation from the Higher Learning Commission of the North Central Association of Colleges and Universities.

**Food in Offices:**

Because of the possibility of attracting unwanted pests, campus employees were asked to refrain from keeping open food in their offices. Edible items should be stored in sealed containers and placed in the refrigerator.

**Concerns/Suggestions/Reminders:**

- Emeritus Status and Excellence Day are under review.
- A special “thanks” to K. Robbins for organizing a wonderful Holiday Potluck on December 17 at Southfield.
- Lynne Parsons is retiring.
- Wanda McCord is moving to the Orchard Ridge Campus; T. Felcyn will be her interim replacement at Southfield.
- Jackie Sibley is retiring.

The next Community Assembly will be Thursday, November 19, 2015.