

**CONSIDERATIONS IN IMPLEMENTING  
MANDATORY PRE-ENROLLMENT ASSESSMENT  
AND REQUIRED LITERACY COURSE REGISTRATION**

Lawrence J. Gage  
February 2002

*The following vignettes incorporate mandatory policies into actual new student counseling/advisement appointments.*

**Thomas L.**

57 year old Farmington Hills resident. Owns and operates a home- remodeling business. Wants to take PHO 170 – Digital Photography to build an advertising brochure. Told he must take ASSET, does so and places into ENG 106. Is informed he must first take ENG 106 before he can enroll in PHO 170.

**John F.**

20 year old high school graduate, operates his own landscaping/snow removal business. Wishes to enroll in fifteen week spring PER 254 – Medical First Responder course since he has opportunity to train as a part-time, paid-on-call Farmington Hills firefighter. ASSET placement of ENG 105. Reads well but admits he is a poor writer, verified by review of his high school transcripts and ACT profile. Told he is ineligible to enroll in four credit PER 254 until eight credits of ENG 105 is completed.

**Jodi E.**

19 year old, with one semester at Eastern Michigan University, during which she contracted a viral infection. Completed nine of thirteen credits with C's or better. Left Eastern for one semester for medical treatment. Wishes to take six credits spring and seven credits summer at OCC to make up for "lost" term. Places into ENG 106 and is informed she cannot take thirteen spring/summer transferable EMU Basic Studies requirements (POL 151, SOC 251, PSY 251, CIS 105) until non-transferable ENG 106 is completed.

**Suzanne R.**

26 year old recently divorced single parent of seven and four year old daughters. No financial aid eligibility. Would like to be certified for home day care facility and is able to take ECD 1404 (Intro. to Early Childhood Careers) one night per week. Arranges for sitter in order to take ASSET, places in ENG 106, and is informed she must complete the six credit literacy course before enrolling in ECD 1404.

**Delbert M.**

24 year old married father of two. Commercial bakery employee applies to complete Bakery and Pastry Arts Certificate Program. Employer will pay for all culinary courses. Wife is enrolled at Wayne County CC in LPN program. Delbert takes ASSET and is

*Good Luck!*

placed in ENG 105, is an effective but very slow reader. Informed he must complete eight credit ENG 105 before he can enroll in the two credit CUL 1050 – Beginning Cake Decorating course his employer specifically wished for him to complete.

**Robert D.**

17 year old Harrison High School senior admitted for second enrollment as a high school guest student. Attended OCC spring term after junior year as high school guest student with one term ASSET exemption, and completed MAT 171 (Calculus I). Wishes to enroll for Calculus II, takes ASSET and receives ENGP of 2. Is informed next enrollment at OCC is restricted to ENG 106 and other courses on a Directed Studies list that does not include Calculus II. Has been admitted to Western Michigan University and plans to major in Computer Engineering.

**Margaret S.**

38 year old with a GED, expresses anxiety about attending college but feels comfortable with suggestion to start with a Jewelry (ART 161) or Ceramics (ART 154) course since she enjoys crafts and has some experience with both areas. Her ASSET placement in ENG 105, however, requires enrollment in a mandatory literacy course.

**Tommy B.**

20 year old, employed full-time at a car dealership performing oil changes and tire servicing and mounting. Wishes to complete the eight course specialization in Automobile Servicing to qualify for the Michigan Auto Mechanic Certification Tests. Tommy has rebuilt and restored two cars since age sixteen and has worked a season as an assistant stock car race mechanic. Takes ASSET and receives an ENG 105 placement and is informed he must first enroll in the eight credit Literacy I course.

**“DIRECTED COURSES”**

The Developmental Education Task Force Report’s fourth recommendation is to “require directed courses for developmental students. A list of recommended directed courses is in existence and is used by counselors to advise students.” In August 2001 the Highland Lakes Campus Counseling Department compiled a list of courses to be used for advising students based on ENGP Level Scores. Informal discussion of the list by the counseling discipline has occurred on several occasions but no specific list of courses has yet been officially established.

**Oakland Community College  
Highland Lakes Campus  
Counseling Department**

**Elective Courses for Advising Students  
Based on ENGP Level Scores**

**ENGP Level "0" Electives**

**Asset Score Levels:**

**51 or Below**

**Refer to the PASS Office for electives**

**PASS Office – HH119**

**PASS Phone Number – 248.942.3082**

**ENGP Level "1" Electives**

**Asset Score Levels:**

**52 - 74**

**Course Number**

**Course Name**

**Credits**

**G.E. Attributes**

ENG 1050	Academic Literacy I	8	1,6
ART 1510 *	Basic Drawing	3	2,3,4
ART 1520 *	Basic Design	3	2,3,4
ART 1580 *	Arts and Crafts	3	4
BIS 1000	Keyboarding	2	
BIS 1010	Keyboarding Skill Building	2	
CNS 1140	Seminar: Human Potential	2	1,5
IIC 1070	College Success Skills	2	5,6
PER 1620 *	Basketball	1	5,6
PER 1730 *	Karate I	5,6	
PER 1741 *	Jogging	1	6
PER 1742 *	Aerobic Dance	1	6
PER 1841 *	Tennis Beginning	1	5,6
PER 1842 *	Tennis Intermediate	1	5,6
PER 1862 *	Volleyball Co-ed	1	5,6
PER 1880 *	Yoga 1	6	
PER 1920 *	Racquetball	1	5,6
PER 1921 *	Intermediate Racquetball	1	5,6
SPE 1000	Basic Speaking & Listening Sk.	4	

**\* Courses that satisfy General Education Distribution Requirements**

**Oakland Community College  
Highland Lakes Campus  
Counseling Department**

<b>ENGP Level "2" Electives</b>
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**Asset Score Levels:                    75 - 85**

<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>	<b>G.E. Attributes</b>
ENG 1060 *	Academic Literacy II	6	1,6
ART 1560 *	Art Appreciation	3	2,4
ART 1600 *	Watercolor Painting	3	2,3,4
ART 2640	Advanced Watercolor Painting	3	
BUS 1010	Keyboarding Skill Building	2	
CHE 0950	Chemistry Basics	4	
CHE 1000 *	Introduction Chemistry	4	2,3,6,7
CIS 1000	Computer Literacy	1	
CNS 1150	Career Planning	2	1,2
CNS 1160	Personal Assertiveness	2	1,2,5
ENG 1350 *	Business Communications	3	1,5,6
EXL 2050 *	Diet and Exercise	3	2,5,6
FSH 1500 *	Foundations of Humanities	4	2,4,7
FSN 1500 *	Foundations of Natural/Life Sci	4	1,7
LSC 1510/BIO 1511 *	Life Science	4	2,3,6,7
PER 1590 *	Physical Well-Being/Modern Soc	2	6
PER 2540	Medical First Responder	4	
PHO 1220 *	Fundamentals of Photography	3	3
SPE 1290 *	Interpersonal Communication	3	1,3,5,6,8
THE 1561	Introduction to Theatre	3	4,6
THE 1571	Introduction to Acting	3	4,6

- **Courses that satisfy General Education Distribution Requirements**

P/N More data follows - press ENTER to display

ACADEMIC RECORD OF: [REDACTED]  
FERPA STATUS: 'MAY' RELEASE DIRECTORY INFORMATION  
REGISTRATION STATUS:REGULAR  
STUDENT NUMBER: [REDACTED]-[REDACTED]-2659 CAMPUS: HL CURRIC: NUR  
CREDITS TRANSFERRED TO OCC: 24 COUNS#: 000

PAGE 1

RESIDENCY: A  
DATE: 02/21/02

SESSION	COURSE	GRD	CR	COURSE	GRD	CR	COURSE	GRD	CR	S E M E S T E R	
										CREDITS	GPA
WINT 00	PSY251	A-	3.0							3.0	3.70
SPRG 00	MAT105	A	4.0							4.0	4.00
FALL 00	POL151	A	3.0	MAT110	A	4.0				7.0	4.00
WINT 01	MAT115	B	4.0	HUM171	A	3.0				7.0	3.42
SPRG 01	CHE100	Z	( 4.0)							0.0	0.00
SUMM 01	SOC251	A	3.0							3.0	4.00
FALL 01	HEA151	C	3.0	LSC151	A-	4.0				7.0	2.97

P/1 Press ENTER to display the first page

ACADEMIC RECORD OF: [REDACTED]  
FERPA STATUS: 'MAY' RELEASE DIRECTORY INFORMATION  
REGISTRATION STATUS:REGULAR  
STUDENT NUMBER: [REDACTED]-[REDACTED]-2659 CAMPUS: HL CURRIC: NUR  
CREDITS TRANSFERRED TO OCC: 24 COUNS#: 000

PAGE 2

RESIDENCY: A  
DATE: 02/21/02

CUMULATIVE: CRED ATT 31.0 EARNED 31.0 GRADE POINTS 111.9 GPA 3.60  
 COGNITIVE STYLE:NO ORIENTATION:YES ARITH PROF:Y NLN TEST:  
 ASSET :39 45 37 \*\* \*\* \*\* 03 ENG PLACEMENT:1 (021)  
 DEGREES : ACADEMIC STATUS :G  
 CERTIFICATES : DIR ADMISSION :001 3 1  
 CERT OF ACH : DIR STUDIES HOLD :W

CURRENT CLASSES REGISTERED:

SESSION	COURSE	GRD	CR	COURSE	GRD	CR	COURSE	GRD	CR	S E M E S T E R	
										CREDITS	GPA
WINT 02	CHE100 HL 694		( 4.0)	BIO163 OR 769		( 4.0)				8.0	

Developmental Education Task Force Report  
September 1999 – June 2000

**Consensus Form**

The following is a list of the members of the Developmental Education Task Force under the supervision of Carol Brown, Vice Chancellor for Academic and Student Affairs, that convened in September 1999 and concluded its work in June 2000. The signatures signify consensus on the Task Force recommendations.

Dr. Sara E. Hanna, Task Force Co-Chair  
DEAN, ACADEMIC AND STUDENT SERVICES - HL

Dr. Michael T. Khirallah, Task Force Co-Chair  
ESL - OR

Joan M. Hutchinson  
ENGLISH - AH

Gail L. Langer  
MATHEMATICS - RO

Dr. Vera R. Lewis  
COUNSELING - SF

Mary K. Monteith  
IIC - OR

Charles H. Neumann  
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