

COMMUNITY ASSEMBLY
SOUTHEAST CAMPUS
AGENDA
Tuesday, December 3, 2013
3:00 p.m. to 4:00 p.m.
Southfield Campus, Room A201

Attendees:

Minutes Submitted by: Marie Thomas

Agenda Item	Principal	Discussion Summary	Actions / Outcomes
OLD BUSINESS			
1. Approval of Minutes, 11-5-13 Meeting (1 minute)	Attendees		
NEW BUSINESS			
2. Welcome Announcements & Updates: <ul style="list-style-type: none"> • Student Life (2 minutes) • Balanced Schedule of Classes – RO/SF (2 minutes) • RO/SF Holiday Pot Luck (1 minute) • Box Tops for Education (1 minute) • Smoking Update (1 minute) • Department Chair Meeting – Schedule and Name Change (1 minute) • Winter Adjunct Orientation (2 minutes) 	S. Reif S. Jackson L. Crews S. Reif C. Sanford-Brown S. Reif S. Reif C. Sanford-Brown		

Agenda Item	Principal	Discussion Summary	Actions / Outcomes
3. Community Relations: <ul style="list-style-type: none"> • JFK Presentation (2 minutes) • Business Etiquette Class (2 minutes) 	M. Vollbach B. Stanbrough		
4. Planning: <ul style="list-style-type: none"> • Southeast Honors Convocation (2 minutes) • Holiday Service Activity (2 minutes) • Student Success (32 minutes) 	C. Sanford-Brown S. Reif Attendees		
5. Facilities: <ul style="list-style-type: none"> • Children Centers Conversion (2 minutes) 	K. Hugelier		
6. Suggestion/Concerns: <ul style="list-style-type: none"> • Special Presentation: Bookstore (6 minutes) 	A.Loftin/S. Hardin		
7. Other:			
8. Next Steps: (1 minute)			
9. Next Meeting: Tuesday, February 4, 2014 3:00 p.m. to 4:00 p.m. Royal Oak Campus Room D220			