



Community Assembly
SOUTHEAST CAMPUS
Community Assembly
Thursday, February 18, 2016
3:00 p.m. – 4:00 p.m.

Southfield Campus, Room B-203

MINUTES

ATTENDEES:

Barbara Klomp	John Borowski	Steve Hardin	Stacy Charlesbois
Judy Matteson	David Kauffman	Anita Caponi	Sally White
Carol McNeal	Deron Burgess	Cindy Carbone	Adrienne Loftin
Stacey Jackson	Jahquan Hawkins	Kim Hugelier	Calvin Boylston
Lynne Hitchcock	Jeff Eichold		

Welcome

Steve Reif welcomed all, including Carol McNeal, who is working in Financial Aid at Southfield.

Facilities Update

1. Southfield: Carpet will be replaced in A Building within the next few months, 23 classrooms, with older flooring to be replaced.
2. Royal Oak: Some carpet replacement; the facade replacement, necessary because the current façade is crumbling, will start in late August/early September, 2016 and will run through December, 2017. The replacement will be done in stages, lasting 8 weeks. Additionally, there will be the replacement of an old HVAC unit in A Building.

Student Life

1. At the college-wide voter registration drive during week of February 8, 200 people were registered.
2. The movie "Soul Food Junkies" was presented at SF on February 16, facilitated by M. May, and will be shown at Royal Oak on February 23 from noon to 1pm.
3. April events for Diversity Month include a panel at SF on April 5 at noon on developing strategies on how to be an ally to LGBTQ students. At RO on April 7, there will be a showing of the documentary "Do I Sound Gay?"
4. The National Society for Leadership and Success is hosting a new member orientation at SF; this group is similar to Phi Theta Kappa without the GPA requirement. Students pay \$85 to become a lifetime member.
5. Phi Theta Kappa will host more "Snack Attack" fundraisers in the following weeks (will also accept donations) to fund attendance at the national convention.

6. Induction for Phi Theta Kappa will be at RO on March 18 at 6pm in the Theatre. About 30 students will be inducted.

Campus Conversation

1. This set of meetings, held at SF and RO and hosted by S. Reif, is an informal get together designed to facilitate communication. The meetings have no set agenda. S. Reif invites anyone to come in and talk.

IT Technology

1. SF and RO Classroom tech upgrade and replacement project for projectors will happen between now and the end of June, 2016. Classrooms include, at SF: A101, A118, A119, A124, B203, B204, B210B; at RO, A111, A203, A210-215, B248-249, B209.
2. Upcoming is the Office 2016 installation. Five licenses are available for home use with the new version of Office.
3. Storage will increase on email and H drive between now and August, 2016. Email storage will go from 500MB to 200,000MB; H drive will go from 60GB to 100GB.
4. Wireless access points will increase over the summer from 70-200 college-wide. We will see about 20 at SF and 30 at RO, and will be placed either on classroom tech stations or ceilings.
5. There was a discussion of the lack of cell phone reception on SF lower level, and the efficacy of getting a forwarder/repeater; S. Hardin said that the bookstore can get electronics at a very good price, if the college is interested.

Textbook pricing

1. S.Hardin and A. Loftin gave a PowerPoint presentation on how everyone can work together to lower textbook costs for students. The entire PowerPoint is available, if interested. Please send an email to either S. Hardin or A. Loftin.
2. How faculty can help to reduce costs:
 - a. use customized textbooks or course packs
 - b. submit orders to bookstore on time
 - c. consider using the same book for any given course both campus- and college-wide
 - d. consider having adjuncts use the same textbook as full-time faculty
 - e. collaborate with the publisher to work on reducing costs
 - f. Loose leaf and black and white versions are options
 - g. Consider not requiring code for electronic version. Out of 160 last semester, 67 were used.
 - h. Encourage students to purchase books as soon as possible. Books cost more as the semester gets closer.
3. The bookstore page is very transparent, and includes
 - a. pricing from other vendors/websites
 - b. library holdings of some textbooks
 - c. rental prices

4. Financial aid can be used for online bookstore purchasing
5. Round Up for Scholarships and PJ's for Patrick have collected more than \$2,000.00 which will be used for student scholarships.

Title IX Training

1. This part of the Title IX act deals with Sexual Violence in Education, and is applicable to everyone. J. Shadko is the student liaison, J. Witt is the faculty/staff liaison. Online training will be available soon.

Annual Diversity Requirement

1. The Assembly reaffirmed the need to have diversity training. Suggestions included: online training; sign-up at any of the Diversity presentations; a re-commitment from the campus diversity committee. S. Reif welcomes suggestions, and email would be a great way to communicate ideas to him.
2. The SF Campus Diversity Committee has met twice since November with attendance being about six to seven. They are working with Student Life on the LGBTQ movie presentation. Dean Jahquan Hawkins said he attended an event at Wayne State University regarding gender identity. All campuses have an active Diversity Committee.

Concerns/Suggestions/Reminders

1. Michigan tax forms are available at the SF Campus Library, please let students know.
2. Kudos to SF Public Safety for their increased presence in B Building, especially as they are short-staffed. C. Boylston announced that G. Morrison will be retiring effective February 28 and they are still waiting to hear whether SF can hire a temp.
3. Mandatory student orientation for ENG1055 students will be on February 25.
4. Man-Up will have the sixth cohort start February 20 at the SF campus. 27 young men from Oak Park, Hazel Park, and Birmingham Groves high schools will take the ASC 1070 class. Parents will have a concomitant orientation on that date.

The meeting was adjourned at 3:57 pm.

Respectfully submitted,

S. Charlesbois-Nordan