



**COMMUNITY ASSEMBLY \* MINUTES**  
**Highland Lakes Campus**

**DATE: March 7, 2014**

**TIME: 11:00am – Noon, SCA**

1. The meeting was called by Dr. Cynthia Roman on March 7, 2014, at 11:00am. Dr. Roman reminded everyone that the Minutes are posted on InfoMart and any revisions can be emailed to the President's office, Dr. Roman.

**Attending (33 in all):**

- Faculty: Elaine Fett; Nicole Kassab; Gina Mandas; Cathryn Burrill; Kurt Stanley; Karen Robinson;
- Classified: Baiba Ejups; Gail Adams; Sue Henke; Merce Gooding; Michelle Carrier; Barbara Stanhouse
- Management: Ken Reynolds; Melody Mullen; Roger Steele; Lisa Moore; Dave Schaefer; Linda Perry; Becky Guenther; Keith Pawlovich; Larry Hojna; Michael Schmidt -DO
- Administrators: Tim Sherwood; Tim Walter; Lisa Skowronski; Cynthia Roman
- Public Safety: Matt Wells; Barry Matthews; Dave Pasko; Jacob Liska
- Maintenance: Kurt Wirth
- Contract/IT: Joyce Denham; Phil Matta

2. Announcements/Updates

A. Highland Hall – Ken Reynolds reported:

- All furniture has been removed from Highland Hall; ongoing process with removing hazardous waste. Asbestos abatement starts in one week; power will be shut down April 26, will affect other areas of the campus.

B. Student Life – K. Pawlovich reported:

- On April 17, the OCC Jazz Band will be playing at the HL Student Center Arena starting at 7:30pm. Come enjoy a wide variety of music arranged for "Big Band" with female vocalists, including styles that range from the 1930s to the present....all under the direction of Tom Dennis.
- On April 14 & 16, from 9:00am -12:00pm join the classes of Dr. Kurt Stanley along with Student Life and members of Phi Theta Kappa in learning about and constructing rain-gardens. Rally in Student Life Office, Student Center, Room 102.
- On April 16, from 1:30pm - 3:00pm (SCA) Environmental Scientist John A. Freeland, Ph.D. presents Hydraulic Fracturing (Fracking) and Environmental Implications.

C. LH 131 & 126 – R. Steele reported:

- LH 131 will be office for the following: Night Administration, Public Safety, and adjunct faculty.
- LH 126 will be a student lounge to include a study area. Will be completed approximately end of May 2014.
- Hazardous waste pick up @ OCC HL from Oakland County...end of August; every year for the past six years.

D. Founders Day – C. Roman reported:

- March 19<sup>th</sup> is Founders Day – the birthdate of George Mosher, one of the founders of OCC. We will have cake at each campus and a birthday card for Mr. Mosher to honor his 94<sup>th</sup> birthday. He is the only surviving founder. Also, in honor of our founders, everyone is encouraged to volunteer in their community. There are special Founders Club pins and awards for participants. Please go the Founders Day page on the OCC web site for additional information.

## E. Excellence Day – C. Roman reported:

- April 11<sup>th</sup> is Excellence Day – the day we honor our employees and emeriti. More information about this year’s location will be out soon.
- HL Outstanding Awards: Outstanding Employee – Mary Thomas (Nursing), Laura Clark (Public Safety). Outstanding Adjunct Faculty – Keith Pawlovich (Academic and Student Services). Outstanding Faculty – Preetha Ravikumar (Computer Information Systems).

## F. Commencement – C. Roman reported:

- Commencement is Saturday May 17<sup>th</sup> at the Palace of Auburn Hills. Student Nomination Forms are due in the President’s Office by April 7.

## G. Freedom of Information Act (FOIA) – C. Roman reported:

- FOIA provides the public access to certain public records of public bodies; OCC is a public body and must abide by FOIA; every OCC employee is responsible for forwarding FOIA requests to the OCC FOIA Coordinator; FOIA requests must be in writing (either email or hard copy) from the requester; FOIA requires a response in five (5) business days.
- Janet Roberts is the OCC FOIA Coordinator
- [jerobert@oaklandcc.edu](mailto:jerobert@oaklandcc.edu) / District Office – (248) 341-2020

## 3. Departmental Presentation:

## A. Counseling – N. Kassab and E. Fett reported:

- Depression screening completed; some student results: 38% feeling depressed, 53% anxiety; 25% PTSD. Your role to learn the signs of depression/suicide: repeated absences, disorganization, erratic behavior, unusual violence in papers, and overblown reaction in not receiving an A.
- Physical signs: change in appearance, fatigue, excessive weight loss/gain, rapid speech, under the influence.
- Reach out to counseling when you see the signs of depression/suicide in students. Pamphlets from the MAYO Clinic distributed regarding Suicide Grief: Healing after a loved one’s suicide.
- Community Resources for Crisis flyer distributed on suicide, counseling, support groups, short term psychiatric care.

**The current MACRAO Transfer Agreement Requirements**

A minimum of 30 semester hours of coursework must be taken at one of Michigan’s participating community colleges. The courses needed to satisfy the MACRAO requirements are as follows:

- **English Composition. . . . 6 credit hours**
- **Science and Math. . . . 8 credit hours** Courses must be taken from a minimum of two subject areas. At least one science course must include a laboratory.
- **Social Science. . . . 8 credit hours** Courses must be taken from a minimum of two subject areas.
- **Humanities. . . . 8 credit hours** Courses must be taken from a minimum of two subject areas.

**New Michigan Transfer Degree Requirements:**

**Recommendations for the newly named Michigan Transfer Agreement:**

Fulfill the Michigan Transfer Agreement; students must successfully complete at least 30 credits, with at least a 2.0 in each course. These credits, which will be certified by a Michigan community college, should be met according to the following distributions:

- 1 course in English Composition
- A second course in English Composition or 1 course in Communications
- 1 course in Mathematics from one of three pathways: College Algebra, Statistics, Quantitative Reasoning, Calculus
- 2 courses in Social Sciences (from 2 different disciplines)
- 2 courses in Humanities and Fine Arts (from 2 different disciplines excluding studio art, theatre performance, music performance, and photography)
- 2 courses in Natural Sciences including one with laboratory experience (from 2 disciplines).

The final determination of what will count toward the MTA requirements is currently being drafted within the Registrar's Office.

**4. Concerns/Suggestions/Reminders:**

- A. Honors Convocation – C. Roman reported:
  - Friday May 16 from 1:00pm – 3:00pm at the Student Center Arena
- B. IT – D. Schaefer reported:
  - College wide function needs additional information to investigate regarding daily maintenance and copier/printers.
- C. Campus Wide Emails – C. Roman reported:
  - Thank you for your input to the previous email regarding obtaining the President's approval for campus wide emails prior to sending. The Chancellor's Cabinet will be reviewing this information. Further information will be communicated with you when it becomes available.

The HL Community Assembly was adjourned at 12:00pm.

Submitted by,

Naghmeh Mullen, Administrative Assistant  
President's Office  
Highland Lakes Campus