



## **COMMUNITY ASSEMBLY**

Highland Lakes Campus - Student Center 109/110  
DATE: February 18, 2016 TIME: 3:00 – 4:00 p.m.

### In attendance:

- Faculty:
- Classified: Shari Buttrey, Sue Henke, Lindsay Robinson
- Management: Gail Adams, Steve Messina, Lisa Moore, Keith Pawlovich, Ken Reynolds, Pam Ryals, Crystal Sanford-Brown, Chuck Storey
- Administrators: Kevin Bratton, Tim Walter
- Public Safety: John Regorrah
- Custodial/Maintenance/Grounds:
- Contract/IT: Sue Bourbeau, Joyce Denham, Dan Ploughman
- Students:

### I. Welcome/Introductions of Guest Administration – T. Walter:

- Dean Walter introduced Crystal Sanford-Brown, Interim Manager of Campus Affairs; Tammy Brown, Student Services Specialist in Counseling; Debi Ksionzek, Manager of Desktop Support.

### II. Announcements/Updates

#### A. Campus Conversations – T. Walter reported:

- Dean Walter explained that Campus Conversations is a gathering of 10 or less people with Dr. Roman that promotes communication. Participation is encouraged.

#### B. Diversity Training – T. Walter reported:

- The college is considering diversity training and is looking for feedback. The following questions need to be answered:
  1. Should we have diversity training?
  2. Should diversity training be mandated?
  3. How should diversity training be delivered (what format)?
- The following comments/suggestions were made:
  - The Diversity Fair.
  - A cultural event where employees can share their cultural history.
  - How could this be made mandatory? Who would keep the records? Employees are inclined not to attend this type of event.

#### C. Title IX Training – T. Walter reported:

- Online Title IX training will soon be available and mandatory for employees and students. More information is forthcoming.

## D. Textbooks Update – L. Moore reported:

- Maria McCarthy, Manager of Auxiliary Services, recently gave a PowerPoint presentation to the Board of Trustees on the cost of textbooks and how OCC is trying to help students by reducing their financial obligation.
- Lisa outlined the key points of the PowerPoint presentation.
  - Based on today's textbooks, the National Association of College Stores has determined the following breakdown:
    - 20.6% of every textbook sale goes to the college to cover operations and personnel cost
    - 2% covers freight cost
    - 77.4% goes directly to the publisher
  - OCC currently uses the following criteria to help reduce costs:
    - Purchase from all sources
    - Books are competitively priced
    - Buyback is offered the week of final exams so students have the option to receive market value for their textbook
    - Buyback value is based on whether the book will be used the next semester; whether an access code is required; and the current inventory
    - Dynamic pricing – we are competitive; transparent, returns are easy; we have what you need. Students can go online and find the price of a textbook by viewing multiple vendors and their prices.
    - Financial aid can be used online
    - Rentals (approximately 250 titles)
    - E-books
    - Library resources
    - Round-up for scholarships
  - How can OCC further reduce costs?
    - Faculty submit textbook and supply orders on time
    - Consider using the same book for the same course, campus and/or college-wide
    - Consider having adjuncts use the same textbook as full-time faculty
    - Faculty can collaborate with the publisher
    - Faculty work with the campus store

## E. Student Life Update – K. Pawlovich reported:

- Voter registration took place last week. 43% of students between the ages of 18-24 are not registered to vote. There were 200 new voters registered college-wide. The Oakland County Clerk was also available to register students and answer questions.
- Blood Drive – 25 pints of blood were collected.
- On March 2<sup>nd</sup> and 4<sup>th</sup>, Lakeland and Milford High Schools will have approximately 50 students on campus for a tour and information session. The same format will be used as in the past with the recruiters.
- PJs for Patrick – Suicide is the 2<sup>nd</sup> leading cause of death for 18-24 year olds. The bookstore is selling a pin for a minimum of \$2.00 to help raise awareness for depression

and suicide prevention. The goal is to raise \$10,000 over the next 3 years for a scholarship to help students that deal with this struggle.

- Lunch with the President – This event was rescheduled to March 21. Please encourage your students to attend.
- Swing Dance – Friday, April 1 at 7:00 p.m. in the Student Center Arena. There will be a 20 piece jazz band under the direction of Orchard Ridge faculty Thomas Dennis. There will also be a dance troupe. Proceeds will benefit the Wounded Warrior Project. Volunteers are needed for this event.

The next Community Assembly is scheduled for Thursday, March 17, 2016, at 3:00 p.m. in the Student Center room 109.

Submitted by,

Gail Adams, Administrative Assistant  
President's Office  
Highland Lakes Campus