

Agenda Item	Principal	Discussion Summary	Actions / Outcomes
<ul style="list-style-type: none"> David L. Mathews' Chili Cook-Off 	L. Crews	<p>A reminder email has been sent to the campus community. Chili entries and donations for side dishes are still being accepted.</p>	<p>Thursday, March 6th, Southfield Campus, Room A-106, 12 noon to 2:00 p.m.</p>
<ul style="list-style-type: none"> Winter Adjunct Orientation Report 	C. Sanford-Brown	<p>The first winter college-wide orientation was held Wednesday, January 22nd. Overall, the workshop was a huge success.</p>	<p>PDTC would like to continue holding this orientation annually.</p>
<ul style="list-style-type: none"> Honors Convocation Update 	C. Sanford-Brown	<p>This program will be held Friday, May 16th at Royal Oak in the Theater and begin with a breakfast buffet for the attendees and their families. The theme is to be determined.</p>	<p>Honors Convocation: Friday, May 16th, Royal Oak Campus Theater.</p>
<ul style="list-style-type: none"> Personnel Changes 	M. Thomas/ C. Sanford-Brown	<p>The following personnel changes were announced:</p> <ul style="list-style-type: none"> Barbara Klomp--appointed Clinical Coordinator of Radiology Technology, Southfield Campus Raymond Ryerson, Facility Technician at Royal Oak Campus, retired, effective February 28th <p>Also, a large number of changes are due to classified staffing with temporary employees filling in for staff at both campuses.</p>	<p>Information only.</p> <p>Details to follow.</p>

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<ul style="list-style-type: none"> • Excellence Day Update 	C. Sanford-Brown	Recipients of the Outstanding Faculty/Staff awards for Royal Oak/Southfield will be honored on Thursday, April 3 rd at the Royal Oak Campus.	
<ul style="list-style-type: none"> • Wheelchairs 	K. Hugelier		One wheelchair will be available at each campus within the next 4 to 5 weeks and located in the Public Safety office.
<ul style="list-style-type: none"> • Commencement Update 	S. Reif	The ceremony will begin with a luncheon.	Commencement at The Palace of Auburn Hills, Saturday, May 17 th , 2:00 p.m.
<ul style="list-style-type: none"> • All-Michigan Academic Team 	S. Reif	PTK Representatives, Tori Ford, from the Royal Oak Campus and Erin Rhodes, from the Southfield Campus have been selected.	Information only.
<ul style="list-style-type: none"> • Rutland Pot Holes 	S. Reif	A follow-up call was placed to the City of Southfield DPW on March 4 th requesting an update.	The work order remains open and the repairs will be completed as soon as possible.

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<ul style="list-style-type: none"> • Founder's Day 	S. Reif	<p>Southfield Public Schools. Many Royal Oak/Southfield staff were instrumental in making this initiative a huge success.</p> <p>Beginning Wednesday, March 19th and for the month of March, employees and students are encouraged to volunteer in their community to honor OCC's founders.</p> <p>George Mosher, the only surviving founder, will be 93.</p>	<p>All participants will be recognized in the form of a specially commissioned Founder's Service Club pin. Volunteers who clock four hours will receive a green pin, 20 hours receive a silver pin, and 40 hours receive a gold pin. For more information, visit the Founder's Day website on InfoMart.</p>
<ul style="list-style-type: none"> • FOIA 	S. Reif	<p>All FOIA requests must be forwarded to Janet Roberts, who is OCC's FOIA Coordinator.</p> <p>FOIA requests must be in writing (either email or hard copy) from the requester.</p> <p>FOIA requires a response in five business days so the request must be sent to Janet Roberts immediately.</p>	<p>Information only.</p>
<ul style="list-style-type: none"> • Student Photo/Exhibit/Scholarship 	B. Sault	<p>C. Sanford-Brown spoke on behalf of B. Sault.</p> <p>Everett Jackson, who is a photo student at the Royal Oak campus, won a \$1,000 scholarship.</p>	<p>The show will be held Monday, March 17th through Monday, April 17th at the Royal Oak Campus. Work must be submitted to the paraprofessionals in D106 by 11:00 a.m. on Tuesday, March 17th.</p> <p>T. Felcyn will contact R. Kangas about the possibility of this exhibit traveling between the Royal Oak and Southfield Campuses.</p>
<ul style="list-style-type: none"> • Campus Senate 	S. Reif	<p>The Presidents will attend Campus Senate beginning March in a non-reporting capacity.</p>	<p>Information only</p>

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		<p>They will determine if there are topics more suitable for the Community Assemblies.</p> <p>The Presidents' attendance at College Senate meetings will be required when they are held on their respective campuses.</p> <p>Deans of Campus Affairs will now be attending future Campus Senate meetings; not College Senate.</p>	
<p>4. Planning:</p> <ul style="list-style-type: none"> Email and Personal Devices 	<p>D. Kauffman</p>	<p>D. Kauffman announced that Smart phones will require reconfiguring due to the recent upgrade to email. Key points are:</p> <ul style="list-style-type: none"> Smart phones configured to access OCC email allows the IT Department the capability to “wipe” the phone or reset the phone to manufacturers default settings if the phone is reported lost or stolen. Another security enhancement is the ability to only view the last two weeks of email. 	<p>Smart phones will require reconfiguring due to the recent upgrade to email.</p> <p>To view email beyond two weeks, use the web browser on phone and enter https://mail.oaklandcc.edu/owa/</p>
<p>5. Facilities:</p> <ul style="list-style-type: none"> Facilities Update 	<p>K. Hugelier</p>	<p>Renovation to convert Room B209 at the Southfield Campus to a 30-seat dual purpose computer classroom is on track to be completed by spring.</p>	<p>Information only.</p>

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		<p>N Grades continue to be a problem with fraud being a significant factor that has led to the increase in funds being returned by OCC. The college returned about \$100,000 seven or eight years ago; this number now exceeds \$2 million annually. The Financial Aid Department is reviewing its disbursement policies and procedures for handling N Grades in order to reduce the deficit.</p> <p>Approximately 10,000 students do not qualify for financial aid because of Satisfactory Academic Progress (SAP). A total of 2,500 students are on financial aid plans. Grades of I, WP, WF, W, and N are viewed the same way-- not meeting academic policies. Automatic processing of loans is a new and efficient process. Loans must be accepted, rejected or changed by students through Web Advisor or they are subject to cancellation. There are currently 460 veterans who are certified. Their grades must be reported back to the VA. The Financial Aid Department processes an average of 24,000 student awards annually.</p>	
<p>8. Next Steps</p>			

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9. Next Meeting:

Tuesday, April 1, 2014
Royal Oak Campus, Room A213
3:00 p.m. to 4:00 p.m.