



BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
February 16, 2004
Oakland Community College
2480 Opdyke Road
Bloomfield Hills, MI 48304

1. GENERAL FUNCTIONS

1.1 Call to Order and Welcome

The meeting was called to order at 7:00 p.m. by Chairperson Simmons, who welcomed all guests and staff members.

1.2 Attendance

Present

Janice Simmons, Chairperson
John Wangler, Vice Chairperson
Anne Scott, Secretary
Phillip Abraham, Trustee
Pamala Davis, Trustee
Sandra Ritter, Trustee
Judith Wisner, Trustee

1.3 Public Comments/Petitions

None

1.4 Student Presentation

Sara Ston reported that OCC's Student Optimist Club is the first one of its kind in the nation. The recently formed club provides numerous community service activities for students, including providing tutoring services at the YMCA. Meetings occur at the Auburn Hills Campus every other Thursday in J-Building. All students are welcome to join.

1.5 The minutes of the January 26, 2004, Regular Board meeting were approved
as presented.

2. CHANCELLOR'S REPORT

2.1 Chancellor Mary Spangler made the following announcements:

- Board Chairperson Janice Simmons was keynote speaker at the Martin Luther King, Jr. Greater Pontiac Community Coalition Lunch Celebration on January 16 and Auburn Hills President Sharon Blackman was Mistress of Ceremonies. Trustee Anne Scott, Highland Lakes President Gordon May, and Mary Spangler were also present.
- The U.S. Senate approved the Omnibus Appropriation bill at the end of January, which includes a \$150,000 Department of Education grant to OCC for developing the CREST curriculum.
- The chancellor was one of 18 community college leaders participating in the American Association of Community College's Ad Hoc Task Force on Homeland Security in Washington, DC. The committee will provide specific short and long-term recommendations on public safety policy and will draw attention to the critical role community colleges have in providing the infrastructure network in the states' security strategies and programs.
- Trustees Simmons, Wangler, Scott, and Ritter participated in the AACC's Annual Legislative Seminar February 9 – 11, 2004, where they met with various legislators to discuss issues relating to the College.
- U. S. Senator Debbie Stabenow accepted our invitation to be the commencement speaker this year.
- College Academic Senate Chair, Gerry Faye, was elected to the Michigan Education Association Board of Directors; he is the first person ever to be elected to represent both higher education and K-12.
- Chancellor Spangler was asked to serve on the Economic Development Committee of the Oakland County Business Roundtable.
- The chancellor's website was officially launched this month thanks to the hard work of Dave Adams, Judi Yerkes and Alex Bezvik.
- The College received a letter from Senator Shirley Johnson regarding OCC's non-compliance in reporting projects costing in excess of \$1M to the State Joint Capital Outlay Subcommittee. Chancellor Spangler is preparing a response to Senator Johnson.
- The chancellor's informal evaluation will occur tonight in closed session.

The chancellor presented an overview of OCC's Strategic Plan, outlining strategies for accomplishing the set of strategic goals set forth by the Board of Trustees in 2002. During her first 90 days at OCC, the chancellor used input from the faculty, administrators and staff members to develop OCC's Strategic Plan. The plan enables

OCC to identify its priorities; articulate a College Vision; and integrate planning and budgeting. OCC will identify new funding streams and identify new programs and services for students.

Trustee Ritter inquired about the role the Board played in shaping the College's Strategic Plan. Chancellor Spangler responded that the Board set the Strategic Goals in 2002. Board members are welcome to join a task force if interested in assisting in implementing the College's Strategic Goals.

The Strategic Plan includes hiring a Vice Chancellor of Strategic Planning and External Affairs, scheduled to be presented to the Board for action in March and the Board will have an opportunity for discussion at the March Board meeting. The process used to bring this position forward and the process for posting new positions were discussed briefly.

2.3 Introduction of New Staff

Auburn Hills Campus President Sharon Blackman introduced two new staff members: Ann Morrin, Accounting Specialist, Emergency Services Training Department and Dana Keyse, Auburn Hills Campus Librarian.

3. COLLEGE RESOURCES

3.1 Personnel Recommendations

Secretary Scott MOVED to approve the Personnel Recommendations as submitted.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Ritter, Wisner

NAYS: None

Motion Carried

The Board approved the following personnel recommendations: the management-non exempt appointment of Dale Rohrbach (OR), P.A.S.S. Academic Support Coordinator; the classified transfer/reclassification of Cheong Kam Ng (HL), CIS Paraprofessional from Student Services Specialist, Enrollment Services (OR); the classified – part-time appointment of Carol Hufnagel (RO) P.A.S.S. Secretary, the classified – part-time appointment of Adam Bessell (AH) Humanities and Art Parts and Tool Crib Attendant; the maintenance transfer of Anthony Lizardi (AH), Building Custodian from Building Custodian (OR); the maintenance transfer/reclassification of Daniel Stemmer (AH) Purchasing and Auxiliary Services Mailroom/Shipping/Receiving Clerk; and the public safety appointment of Debra Szymanski (CW), Public Safety Officer.

3.2.1 Treasurer's Report

The Board of Trustees reviewed the Treasurer's Report.

3.2.2 Budget Status Report

The Board of Trustees reviewed the General Fund Budget Status Report.

3.3 College Facilities

CONSENT AGENDA – MAINTENANCE PROJECTS

Items 3.3.1 – 3.3.5 listed below on the Consent Agenda are considered to be routine by the Board and will be enacted by one motion. There will be no separate discussions of these items unless a Board member or the Chancellor so requests, in which event the item will be removed from the general order of business and considered as the last item before Adjournment.

Vice Chairperson Wangler MOVED to approve items 3.3.1 – 3.3.5 under consent agenda – maintenance projects.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Wisner, Ritter

NAYS: None

Motion Carried

3.3.1 Affiliation Agreement
with Providence Hospital
Mental/Social Work Program
Auburn Hills Campus

The Board of Trustees approved the College entering into an agreement with Providence Hospital of Southfield, Michigan 48075, and authorized the Chairperson to execute the agreement.

3.3.2 College-Wide Deferred Maintenance Project
Fire Alarm System Upgrade/Replacement and Evacuation Plan
Identification Signage
Highland Lakes Campus
OCC Project No. PF-HL04-009

The Board of Trustees granted authority to the George W. Auch Company for the purpose of entering into a construction contract for the following project:

<u>Project Name</u>	<u>Project Cost</u>
Fire Alarm System Upgrade/Replacement and Evacuation Plan Identification Signage	\$672,400

Highland Lakes Campus
OCC Project No. PF-HL04-009

- 3.3.3 College-Wide Deferred Maintenance Project
Staff Relocation – Building J
Orchard Ridge Campus
OCC Project No. PF-OR04-016

The Board of Trustees granted authority to the George W. Auch Company and the Oakland Community College Physical Facilities Department for the purpose of entering into a construction contract for the following project:

<u>Project Name</u>	<u>Project Cost</u>
Staff Relocation, Building J Orchard Ridge Campus OCC Project No. PF-OR04-016	\$127,000

- 3.3.4 College-Wide Deferred Maintenance Project
Emergency Generator Replacement
Royal Oak Campus
OCC Project No. PF-RO04-005

The Board of Trustees granted authority to the George W. Auch Company for the purpose of entering into a construction contract for the following project:

<u>Project Name</u>	<u>Project Cost</u>
Emergency Generator Replacement Royal Oak Campus OCC Project No. PF-RO04-005	\$394,000

- 3.3.5 College-Wide Deferred Maintenance Project
Emergency Generator Replacement
Southfield Campus
OCC Project No. PF-SF04-005

The Board of Trustees granted authority to the George W. Auch Company for the purpose of entering into a construction contract for the following project:

<u>Project Name</u>	<u>Project Cost</u>
Emergency Generator Replacement Southfield Campus OCC Project No. PF-SF04-005	\$306,100

END OF CONSENT AGENDA – MAINTENANCE PROJECTS

3.3.6 Progress Report - Construction Projects

The Board of Trustees reviewed the Progress Report – Construction Projects

CONSENT AGENDA – CONTRACTS AND PURCHASES

Items 3.4.1 – 3.4.10 listed below on the Consent Agenda are considered to be routine by the Board and will be enacted by one motion. There will be no separate discussions of these items unless a Board member or the chancellor so requests, in which event the item will be removed from the general order of business and considered as the last item before Adjournment.

Action Item 3.4.1, contract for the purchase of electric capacity and electricity was removed from the consent agenda, pending further analysis.

Trustee Ritter asked to have the following action items discussed prior to approving the consent agenda.

- 3.4.4 Contract with Behr Systems
- 3.4.5 Contract with ESI International
- 3.4.6 Contract with RWD Technologies, Inc.
- 3.4.7 Contract with Sheryl M. Larsen, Inc.
- 3.4.8 Contract with Variation Reduction Solutions, Inc. (VRSI)

Trustee Ritter asked for the percentage of grant monies Oakland Community College receives for acting as the fiscal agent for Economic Development Job Training (EDJT) grants. Auburn Hills Campus President Sharon Blackman responded that OCC receives approximately 10 percent from each grant to cover administrative costs. President Blackman noted that the College acquires other business from the various companies participating in the grants and stated that it is good public relations for OCC to participate in these grants.

Trustee Ritter requested an accounting of the revenue and expense generated for each EDJT grant for the 2003 – 2004 fiscal year.

Trustee Davis MOVED to approve items 3.4.2 - 3.4.8 under consent agenda – contracts and purchases.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Ritter, Wisner

NAYS: None

Motion Carried

3.4.2 SMC Transfer Module
Auburn Hills Campus

The Board of Trustees approved the purchase of the transfer module from SMC International, at a cost not to exceed \$37,506.00

3.4.3 X-Ray Equipment
Southfield Campus

The Board of Trustees approved the purchase of X-Ray equipment from American Medical Systems, at a cost not to exceed \$558, 915.

3.4.4 Contract with Behr Systems
Workforce Development Services

The Board of Trustees approved a modification of the contract with Behr Systems, for an additional \$30,000 for a total cost not to exceed \$110,000 for training delivered through May 30, 2004.

3.4.5 Contract with ESI International
Workforce Development Services

The Board of Trustees approved a modification of the contract with ESI International, for an additional \$80,000 for a total cost not to exceed \$185,000 for training delivered through June 30, 2004.

3.4.6 Contract with RWD Technologies, Inc.
Workforce Development Services

The Board of Trustees approved a modification of the contract with RWD Technologies, Inc., for an additional \$50,000 for a total cost not to exceed \$80,000 for training delivered through June 30, 2004.

3.4.7 Contract with Sheryl M. Larsen, Inc.
Workforce Development Services

The Board of Trustees approved a contract with Sheryl M. Larsen, Inc., at a cost not to exceed \$31,000 for training and materials delivered through June 30, 2004.

3.4.8 Contract with Variation Reduction Solutions, Inc. (VRSI)
Workforce Development Services

The Board of Trustees approved a contract with Variation Reduction Solutions, Inc., at cost not to exceed \$45,000 for training delivered through May 30, 2004.

END OF CONSENT AGENDA – CONTRACTS AND PURCHASES

Trustee Wisner MOVED to remove item 3.4.9, purchase of server and network equipment and, item 3.4.10, purchase of server equipment from the consent agenda.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Ritter, Wisner

NAYS: None

Motion Carried

Trustee Wisner opposes the purchase of redundant computer systems and, in her opinion, the cost to purchase such equipment would be better spent on the students and in the classrooms directly. Vice Chancellor Brantley explained the purchase of this equipment is part of the College's business continuity plan and ensures the College's day-to-day business not be disrupted in case of an emergency such as a fire. Trustee Abraham voiced his support for the purchase, remarking, "We need redundant systems." Board Secretary Scott noted that the purchase of the server equipment is an investment for our students.

Trustee Abraham MOVED to approve item 3.4.9, purchase of server and network equipment and item 3.4.10, purchase of server equipment.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Ritter

NAYS: Wisner

Motion Carried

3.4.9 Server and Network Equipment Dell Computer Corporation

The Board of Trustees approved the purchase of server and network equipment from Dell Computer Corporation, at a cost not to exceed \$198,025.79

3.4.10 Server Equipment Technical Solutions, Inc.

The Board of Trustees approved the purchase of server equipment from Technical Solutions, Inc., at a cost not to exceed \$172,667.95.

4. ACADEMIC AND STUDENT AFFAIRS

4.1 Academic Senate Reports

None

4.2 Student Reports

Student Representative Russell Agan noted that PTK representatives assisted with walk-in registration, and he mentioned there were fewer walk-in registrations this semester, possibly due to the availability of on-line registration. Chapter members are updating the chapter by-laws, finalizing plans for the upcoming PTK induction ceremony and, preparing for this year's International Convention scheduled for April 1 – 3, 2004, in Minneapolis.

4.3 Academic Initiatives

Winter 2004 credit hours increased by 7.7 percent over the previous year, and SCH's have risen 15 percent over the previous five year period.

Chancellor Spangler noted that the College recommended sponsorship of five students and three faculty members to the Salzburg Seminars in May and in July. Much of the funding is expected to be provided by outside sources.

5. OLD BUSINESS

Trustee Wisner attended the February 12 "State of the County" address presented by Oakland County Executive L. Brooks Patterson and noted his commitment to preserving the county employee child care operation.

6. NEW BUSINESS

The Michigan Community College Association's report on OCC student enrollment in the Michigan Community College Virtual Learning Collaborative was presented to the Board.

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

- Board Secretary Anne Scott distributed a packet of information to all Board members which included information on the topics covered at the January 30 – 31 MCCA In-Service meeting and at the February 8 – 11 ACCT National Legislative Seminar. Secretary Scott noted that tuition restraint is a serious issue for many of Michigan's community colleges.
- Trustee Ritter remarked that budget cuts are more than monetary in nature. Students are negatively affected by reductions in welfare budgets and in child care budgets.

7.2 Labor Organizations and Associations

No report

Secretary Scott MOVED to enter into a closed session for the purpose of discussing the chancellor's informal performance evaluation.

A roll call vote was taken.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Ritter, Wisner

NAYS: None

Motion Carried

The Board of Trustees entered into closed session at 8:15 p.m.

Chairperson Simmons adjourned the closed session at 9:10 p.m. and entered into open session.
Chairperson Simmons adjourned the meeting at 9:10 p.m.

Respectfully submitted,

Patricia J. Funtik

Date

Janice Simmons, Chairperson

Anne V. Scott, Secretary