

BOARD OF TRUSTEES



REGULAR MEETING

MINUTES

April 19, 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 V. Scott, Secretary
Pamala Davis, Trustee
Sandra Ritter, Trustee
Judith Wisser, Trustee

Absent

Phillip Abraham, Trustee

1.3 Public Comments/Petitions

None

1.4 Student Presentation

Orchard Ridge Campus IIC faculty member James Berry introduced Jeff Wallace, a study group leader. Mr. Wallace explained that study group leaders facilitate learning between instructors and students. He noted that students participating in study groups earn higher course grades, withdraw from classes less often and are more likely to enroll in subsequent semesters.

1.5 Review of Minutes

1.5.1 The minutes of the March 15, 2004 Regular Board meeting
were approved as presented.

1.5.2 The minutes of the March 29, 2004 Special Board meeting
were approved as presented.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

The chancellor made the following comments and observations:

- The College celebrated Diversity Week from March 29 through April 2 involving all five campuses and the District Office. Diversity Week activities included a wide variety of well attended events and College-wide involvement. Dr. Spangler thanked Dr. Sharon Blackman, Diversity Committee Chair, and all who were involved in planning the events.
- Chancellor Mary Spangler, Presidents Edward Callaghan and Gordon May, and Vice Chancellor Clarence Brantley traveled to Lansing on April 1 to attend the Michigan Legislature's Joint Capital Outlay Subcommittee meeting to present two recently Board-approved projects exceeding \$1 million. The subcommittee approved both projects and the state auditor reviewed and approved the 14 projects previously submitted.
- The Business and Community Alliance dinner meeting on April 12 was attended by approximately 50 people. Board Chairperson Janice Simmons, Vice Chairperson John Wangler, Secretary Anne Scott and Trustee Judith Wisner attended along with members of Chancellor's Council. Vice Chancellor Clarence Brantley presented a report on OCC's budget; Vice Chancellor George Keith presented an update on academic initiatives; and the chancellor updated guests on the strategic plan.
- Chancellor Mary Spangler attended a roundtable discussion led by Secretary of Education Rod Paige on the topic of No Child Left Behind.
- Trustee Scott attended the MCCA quarterly Trustee/President Board meeting on April 16-17, 2004 at Southwestern Community College in Dowagiac, MI.
- Chancellor Mary Spangler was voted onto the Board of Directors of the Birmingham-Bloomfield Chamber of Commerce and will begin actively participating in June.
- Vice Chancellors Clarence Brantley and George Keith, Campus Presidents Sharon Blackman and Martha Smydra, faculty member Gerald Faye and Dean Cathey Maze attended the Higher Learning Commission workshop in Chicago to learn about the new accreditation criteria being introduced for OCC's 2007 accreditation visit.
- The chancellor plans to send out an email inviting the College community to participate on a strategic plan task force.

- A Special Board Planning Session is scheduled for May 10 to continue the public discussion of the Strategic Plan which will move the College forward to the next level. The session will focus on implementing the plan.
- All Board members must submit chancellor's evaluations to Anne Scott no later than Monday, April 26. Following the May 10 open session, the Board will discuss the chancellor's annual performance evaluation in closed session.
- Board members were invited to attend Economic Outlook Luncheon on April 29, Excellence Day on April 30, and the CREST dedication on May 12.
- Vice Chancellor Clarence Brantley will conduct the Public Hearing on the 2004-2005 General Fund Budget tonight. The resources necessary to transition from the SCT contract and to implement the Strategic Plan are included in the budget.
- The chancellor introduced Student Representative Lynn Levick.

2.2 Staff Reports

Vice Chancellor Clarence Brantley conducted the Public Hearing of the 2004-2005 budget. Notices of the hearing were posted in local newspapers informing citizens of the public hearing. The proposed budget totals \$136,300,000, a 5.67 percent increase over 2003-2004. Tuition will be raised 2.3 percent this fall, matching the rate of inflation, as authorized by the Board 2002 Tuition Guarantee Plan.

2.3 Introduction of New Staff

None

3.1 Personnel Recommendations

Vice Chairperson John Wangler MOVED to approve the Personnel Recommendations as submitted.

Trustee Ritter questioned the pay differential of two similar positions appearing under Personnel Recommendations. Chief Human Resources Office Cathy Rush explained that there is a significant difference in the level of experience and job experience between the two candidates.

AYES: Simmons, Wangler, Scott, Wisner

NAYS: Davis, Ritter

Motion Carried

The Board approved the following personnel recommendations: the recommendation for sabbatical leave for Fall 2004 for David Becker (AH),

Natural Science Faculty; the recommendation for continuing contract for the following faculty: Marvin Perlot (AH) CIS, Teresa Garcia (HL) Nursing, Renee Fox (HL) Dental Hygiene; Jane Lloyd (HL) Mathematics, Beverly Stanbrough (OR) Counseling, Douglas Ganhs (OR), Culinary Studies Institute, Lisa Durak (OR) Mathematics, Michael Vollbach (RO/SF) History/Geography, and Leonard Cole (RO/SF) Counseling; the faculty transfer of Gail Bryan (RO) Counseling to Counseling (AH) and the faculty transfer of Arden Sergeant (AH) IIC to IIC (RO); the administrative – non-exempt appointment of Thomas Boozer (AH), Dean of Academic & Student Services; the administrative non-exempt promotion of Lloyd Crews (RO/SF) to Dean of Academic and Student Services; the promotion/transfer of Maria McCarthy (AH) to Auxiliary Services Manager (HL); the management staff – exempt appointment of Heather Gibbons (DO), Administrative Assistant for Vice Chancellor for Administrative Services; the classified transfer of Catherine Soldan (AH) Student Services Specialist to Student Services Specialist (DO), the classified appointment of Marcia Worthy (OR) Student Services Specialist, Muriel Gray (RO) Secretary, Susan Appelt (OR) Secretary and Sylvia Neal-Dixson (OR) Biology Paraprofessional; the maintenance promotion/transfer of Gregory Obidzinski (AH) Building Custodian to Groundskeeper (DO); the maintenance transfer of Charles Machise (OR) Facilities Technician to Facilities Technician (DO).

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.

3.2.3 Public Hearing: Presentation of the 2004-2005 General Fund Budget.

The Board of Trustees reviewed the 2004-2005 General Fund Budget.

3.3 College Facilities

3.3.1 College-Wide Deferred Maintenance Project Emergency Underground Heating Line Replacement Levinson Hall to Highland Hall Highland Lakes Campus OCC Project No. PF-HL04-017

Trustee Davis MOVED to grant authority to the George W. Auch Company for the purpose of entering into construction contract for following project:

Project Name

Project Cost

Emergency Underground Heating Line Replacement
Levinson Hall to Highland Hall
Highland Lakes Campus
OCC Project No. PF-HL04-017

\$80,000

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

NAYS: None Motion Carried

3.3.2 Progress Report – Construction Projects

The Board of Trustees reviewed the Progress Report – Construction Projects.

CONSENT AGENDA – CONTRACTS AND PURCHASES

Items 3.4.1 – 3.4.11 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.

Secretary Scott MOVED to approve items 3.4.1 – 3.4.11 under consent agenda – contracts and purchases.

Trustee Wisner requested that items 3.4.1 – 3.4.11 be reviewed individually.

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

NAYS: None Motion Carried

3.4.1 Contract with Strategic Energy College-Wide

The Board of Trustees approved a one (1) year contract for the purchase of electricity from Strategic Energy.

3.4.2 Printing of the 2004-2005 College Catalog College-Wide

The Board of Trustees approved the use of printing services from Von Hoffman Graphics for up to 70,000 college catalogs, at a cost not to exceed \$48,250.

3.4.3 Purchase of Touchtone Hardware and Software

College-Wide

The Board of Trustees approved the purchase of hardware and software from EPOS Corporation, at a cost not to exceed \$33,000.

3.4.4 Purchase of Minolta Reader Printer Equipment Graphic Sciences

The Board of Trustees approved the purchase of nine (9) Minolta reader and/or printers from Graphic Sciences, at a cost not to exceed \$59,900.

3.4.5 Contract Renewal for Accident Investigation Training Oakland Police Academy Auburn Hills Campus

The Board of Trustees approved a contract renewal with Michigan State University to provide a series of Accident Investigation Courses at a cost not to exceed \$58,225 for the 2003-2004 fiscal year.

3.4.6 Purchase of Hoists Automobile Servicing Program Auburn Hills Campus

The Board of Trustees approved the purchase of three (3) hoists from Allied Incorporated at a cost not to exceed \$27,985.

3.4.7 Purchase of Robots Robotics/Automated Systems Technology Program Auburn Hills Campus

The Board of Trustees approved the purchase of five (5) robots from FANUC Robotics, at a cost not to exceed \$169,922.

3.4.8 Purchase of a Dental Training Simulator Health Professions & Technologies Highland Lakes Campus

The Board of Trustees approved the purchase of a patient training simulator from Kavo America Corporation, at a cost not to exceed \$28,977.90.

3.4.9 Contract with Fox IT Workforce Development Services

The Board of Trustees approved a contract with Fox IT at a cost not to exceed \$50,000 for ITIL IT Service Management Essentials training through August 31, 2004.

3.4.10 Contract with RMC Project Management
Workforce Development Services

The Board of Trustees approved a contract with RMC Project Management at a cost not to exceed \$75,000 for PMP Exam Prep training through August 31, 2004.

3.4.11 Extension of Existing Partnership/Affiliation Agreement
HAAS Automation, Inc.
Auburn Hills Campus

The Board of Trustees approved an extension of the existing agreement between Oakland Community College and HAAS Automation, Inc. for the period March 18 through December 31, 2004.

END OF CONSENT AGENDA – CONTRACTS AND PURCHASES

4. ACADEMIC AND STUDENT AFFAIRS

4.1 Academic Senate Reports

None

4.2 Student Reports

Lynn Levick, current vice president of the Alpha Omicron Xi Chapter of Phi Theta Kappa noted the various activities PTK members participated in this semester including, attending the Honors Topic Symposium, attending the International PTK Conference in Minneapolis, and hosting a scholarships and financial aid seminar at the Orchard Ridge Campus.

4.3 Academic Initiatives

None

5. OLD BUSINESS

5.1 Selection of Auditor

Vice Chairperson Wangler MOVED that the Board of Trustees appoint the firm of Plante Moran to perform the auditing services for Oakland Community College for the fiscal year ending 2003-2004 and ~~thereafter~~ not to exceed five (5)

years. The fee for the 2003-2004 audit is \$68,800 for the College General Audit, \$45,300 for the Financial Aid Program Audit and, \$3,400 for the College Foundation Audit for a total maximum fee not to exceed \$117,500.

Trustee Ritter offered a friendly amendment recommending the appointment have a five (5) year limit.

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

NAYS: None

Motion Carried

6. NEW BUSINESS

None

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Chairperson Simmons reminded Board members to submit any questions or concerns they have about Board agenda items prior to Board meetings.

Trustee Ritter recommended that Board members submit the chancellor's evaluation forms to Anne Scott.

Secretary Scott attended the MCCA meeting April 16 – 17 held at Southwestern Community College where the majority of time was spent discussing the community college's funding formula. Paul Ohm was appointed chair of a task force which will study the funding formula issue.

The hiring of additional adjunct faculty was raised and OCCFA President, Mary Ston, reminded the Board that the number of adjunct faculty the College can hire is determined by the OCCFA faculty contract.

Mary Ston announced the Board of Trustees candidate forum, sponsored by OCCFA, at the Royal Oak Campus.

8. ADJOURNMENT

Chairperson Simmons adjourned the meeting at 9:05 p.m.

Respectfully submitted,

Patricia J. Funtik

Date

Janice Simmons, Chairperson

Anne V. Scott, Secretary