



OAKLAND
COMMUNITY
COLLEGE

BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
May 17, 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
Phillip Abraham, Trustee
Pamala Davis, Trustee

Absent

Sandra Ritter, Trustee
Judith Wisner, Trustee

1.3 Public Comments/Petitions

None

1.4 Student Presentation

None

1.5 Review of Minutes

1.5.1 The minutes of the April 19, 2004 Regular Board meeting were approved with the following correction. Under Chancellor's Comments, bullet #5

states that Trustee Scott attended the MCCA bi-monthly Trustee/President Board meeting. Bi-monthly was changed to quarterly.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

Vice Chancellor Clarence Brantley made the following comments and observations on behalf of Chancellor Mary Spangler:

- The Southfield Campus-based Surgical Technology program received a merit award from the profession's licensing agency for achieving a 100 percent pass rate in the national licensing exams.
- An audience of 1,500 saw 195 OCC nursing graduates receive their pins at ceremonies held at Troy Athens High School.
- The Board of Trustees held a special meeting on May 10 to discuss OCC's Strategic Plan.

2.2 Staff Reports

Auburn Hills Dean Lane Glenn provided an overview of the College's student life program. The College Academic Senate approved the *Oakland Community College Vision of Student Development* on February 26, 2004. Students provided input to the student life model through focus groups and by participating on various student life-related committees.

2.3 Introduction of New Staff

Campus President Edward Callaghan introduced new staff member Sylvia Neal-Dixon, Biology Paraprofessional at the Orchard Ridge Campus.

3.1 Personnel Recommendations

Secretary Anne Scott MOVED to approve the Personnel Recommendations as submitted.

AYES: Simmons, Wangler, Scott, Abraham, Davis

NAYS: None Motion Carried

The Board of Trustees approved the following personnel recommendations: the recommendation for sabbatical leave for Fall 2004 for Marie Aratari (OR), Mathematics Faculty; the recommendation for sabbatical leave for Fall 2004 for Peter Stine, (OR), English Faculty; the recommendation for a Faculty annual

contract for Diane Hill (OR), Humanities Teaching Faculty (Theatre); the faculty transfer of Beverly Stanbrough (OR) Counseling to Counseling, (RO); the management staff – non-exempt reclassification of Jeffrey Ragle (DO), Financial Services from Financial Analyst to Manager, Banking Services; the management staff – non-exempt appointment of Lyman Rhodes (OR) to Academic and Students Services Manager: Theatre, Culinary & Studio Café; the management staff – exempt appointment of Mary Anne Cotton (DO) to Administrative Assistant in the Advancement Office; the management staff – grant funded- part-time appointment of Keith Pawlovich (HL) P.A.S.S. Specialist; the classified an unpaid leave of absence for classified staff member Nancy Solecki (DO) Financial Services Accounting Specialist; the maintenance transfer of Rodney Roberts (OR) Building Custodian to Building Custodian (AH); the resignation of William Furtaw (AH) Emergency Services Training Director.

3.2 Business and Finance

3.2.1 Treasurer’s Report

The Board of Trustees reviewed the Treasurer’s Report

3.2.2 General Fund Budget Status Report

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

3.2.3 2004-2005 General Fund Budget

Trustee Pamala Davis MOVED to approve the 2004-2005 General Fund Budget.

Secretary Anne Scott made a friendly amendment to add a statement that personnel costs not exceed eighty (80%) of the operating budget. The revised motion is as follows:

To adopt the 2004-2005 General Fund Budget in the amount of \$136,300,000, with personnel cost not exceeding eighty percent (80%) of the operating budget, and incorporating tuition rates effective in the Fall 2004 semester of \$53.70 per SCH for in-district students, \$90.90 per SCH or out-of-district students, and \$127.50 per SCH for out-of-state students.

AYES: Simmons, Wangler, Scott, Abraham, Davis

NAYS: None Motion Carried

3.3 College Facilities

CONSENT AGENDA – MAINTENANCE PROJECTS

Items 3.3.1 – 3.3.9 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 Anne Scott MOVED to approve items 3.3.1 – 3.3.9 on the Consent Agenda – Maintenance Projects.

AYES: Simmons, Wangler, Scott, Abraham Davis

NAYS: None Motion Carried

- 3.3.1 College-Wide Deferred Maintenance Project
Mechanical Improvements, Ceiling and Lighting
Replacement – Building D
Auburn Hills Campus
OCC Project No. PF-AH04-004

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>
Mechanical Improvements, Ceiling and Lighting Replacement-Building D Auburn Hills Campus OCC Project No. PF-AH04-004	\$2,243,200

- 3.3.2 College-Wide Deferred Maintenance Project
Building Addition – Levinson Hall
Highland Lakes Campus
OCC Project No. PF-HL03-016

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>	<i>Previously</i>	<u>Project Cost</u>
Building Addition – Levinson Hall <i>Approved</i> \$ 150,000	<i>Previously</i>	
Highland Lakes Campus <u>471,454</u>	<i>Proposed Increase</i>	<u>8,</u>

OCC Project No. PF-HL03-016 *Revised Total Cost* \$ 8,621,454

- 3.3.3 College-Wide Deferred Maintenance Project
 Building Addition – Woodland Hall
Highland Lakes Campus
 OCC Project No- PF-HL03-017

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>
Building Addition – Woodland Hall	<i>Previously</i>	
<i>Approved</i>	\$ 200,000	
Highland Lakes Campus	<i>Proposed</i>	
<i>Increase</i>	<u>11,538,090</u>	
<i>Revised Total Cost</i>		\$ 11,738,090
OCC Project No. PF-HL03-017		

- 3.3.4 College-Wide Deferred Maintenance Project
 Kitchen Hot Water Heat Exchanger Replacement
 Building J
 Orchard Ridge Campus
 OCC Project No. PF-OR04-012

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>
Kitchen Hot Water Heat Exchanger Replacement		\$85,700
Building J		
<u>Orchard Ridge Campus</u>		
OCC Project No. PF-OR04-012		

- 3.3.5 College-Wide Deferred Maintenance Project
 Remodel J-145
Orchard Ridge Campus
 OCC Project No. PF-OR04-017

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>
145	Remodel J- Orchard Ridge Campus OCC Project No. PF-OR04-017	\$63,200

- 3.3.6 College-Wide Deferred Maintenance Project
Brick Paver Restoration – Building J
Orchard Ridge Campus
OCC Project No. PF-OR04-020

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>
J	Brick Paver Restoration, Building Orchard Ridge Campus OCC Project No. PF-OR04-017	\$79,200

- 3.3.7 College-Wide Deferred Maintenance Project
Kitchen Hood Fire Suppression System Replacement
Building J
Orchard Ridge Campus
OCC Project No. PF-OR04-021

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>
Replacement,	Kitchen Hood Fire Suppression System Building J Orchard Ridge Campus OCC Project No. PF-OR04-021	\$33,100

- 3.3.8 College-Wide Deferred Maintenance Project

Elevator Replacement – Building B West
Royal Oak Campus
OCC Project No. PF-RO04-009

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>Name</u>	<u>Project</u>	<u>Project Cost</u>
West	Elevator Replacement – Building B \$137,000 Royal Oak Campus OCC Project No. PF-RO-04009	

- 3.3.9 College-Wide Deferred Maintenance Project
Elevator Replacement
Southfield Campus
OCC Project No. PF-SF04-004

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>Name</u>	<u>Project</u>	<u>Project Cost</u>
Replacement	Elevator Southfield Campus OCC Project No. PF-SF04-004	\$138,700

END OF CONSENT AGENDA – MAINTENANCE PROJECTS

- 3.3.10 Progress Report – Construction Projects

The Board of Trustees reviewed the Progress Report – Construction Projects

CONSENT AGENDA – CONTRACTS AND PURCHASES

Items 3.4.1 – 3.4.5 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 3.4.1 – 3.4.5 under consent agenda – contract and purchases.

AYES: Simmons, Wangler, Scott, Abraham, Davis

NAYS: None Motion
Carried

3.4.1 Affiliation Agreement with St. John Detroit Review Hospital
Exercise Science and Technology Program
Highland Lakes Campus

The Board of Trustees approved the College entering into an agreement with St. John Detroit Riverview Hospital of Detroit, Michigan 48214, and authorized the Chairperson to execute the agreement.

3.4.2 Purchase of a Robot
Robotics/Automated Systems Technology Program
Auburn Hills Campus

The Board of Trustees approved the purchase of a robot from FANUC Robotics at a cost not to exceed \$39,500.

3.4.3 Contract with RMC Project Management
Workforce Development Services

The Board of Trustees approved a contract with RMC Project Management for a total amount not to exceed \$100,000 for PMP Exam Prep training through August 31, 2004.

3.4.4 Purchase and Installation of Carpet
Library – Royal Oak Campus

The Board of Trustees approved the purchase and installation of carpet from Shock Brothers, at a cost not to exceed \$34,500.

3.4.5 Property Lease: 3903 Hamlin Road

The Board of Trustees approved entering into a lease with K & F Land Company, LLCIV, for no more than 25,265 sq. ft. of office space for a period not to exceed five (5) years, three (3) months, at University Technology Park, at an initial annual rental and operating expense not to exceed \$329,000 (including three months free rent), and authorized the Administration to execute same.

END OF CONSENT AGENDA – CONTRACT AND PURCHASES

4. ACADEMIC AND STUDENT AFFAIRS

4.1 Academic Senate Reports

None

4.2 Student Reports

Lisa Amman, Membership Coordinator for the Orchard Ridge Campus Phi Theta Kappa chapter, provided a brief history of PTK and reported on the activities of the College's PTK chapters.

4.3 Academic Initiatives

Vice Chancellor George Keith reported that spring semester first day student credit hour counts are up 6.5 percent over last year, and headcounts increased by 6.6 percent.

5. OLD BUSINESS

None

6. NEW BUSINESS

None

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

None

7.2 Labor Organizations and Associations

None

8. ADJOURNMENT

Chairperson Simmons adjourned the meeting at 7:30 p.m.

Respectfully submitted,

Patricia J. Funtik

Date

Janice Simmons, Chairperson

Anne V. Scott, Secretary