



**OAKLAND  
COMMUNITY  
COLLEGE**

**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
FEBRUARY 21, 2005  
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 Wangler, who welcomed all guests and staff members.

**1.2 Attendance**

Present

John Wangler, Chairperson  
Anne Scott, Vice Chairperson  
Phillip Abraham, Secretary  
Sandra Ritter, Trustee  
Janice Simmons, Trustee

Absent

Pamala Davis, Trustee  
Thomas Kuhn, Trustee

**1.3 Public Comments/Petitions**

A former OCC adjunct faculty member, Malvern Crawford, addressed the Board. He expressed concern about the administration's investigation of his complaint. The Board chair previously received a letter from Mr. Crawford, which was referred to the Chief Human Resources Officer for response.

**1.4 Student Presentation**

Highland Lakes Communications/Humanities Department Chair, Deborah Randolph, along with two OCC students Jackie Tripi and Jennifer Best, provided a presentation on OCC's Sign Language Interpreter Program. They were assisted by partner organization liaison Claudia Lee from Deaf Can!. The program, funded by a U.S. Department of Education grant, trains students to be qualified and certified interpreters for the deaf and hard of hearing. The first class is expected to graduate in June, 2006.

## 1.5 Review of Minutes

- 1.5.1 The minutes of the January 24, 2005, Regular Board meeting were approved as submitted.

## 2. CHANCELLOR'S REPORT

### 2.1 Chancellor's Comments

The Chancellor made the following comments:

- The OCC Annual Report was recently published.
- The following campus-based activities occurred over the last month:
  - Auburn Hills
    - Technology Opportunities Day, attended by almost 200 students from Oakland County schools, included demonstrations from a variety of technical fields.
    - Black History month was kicked off with a motivational speech by Jonathan Edison, author of “You’re Graduating...Now What?” and “Becoming a Millionaire before You are 30.”
    - The campus hosted College Goal Sunday, where parents and students obtained help completing financial aid forms.
  - Highland Lakes
    - Chancellor Mary Spangler and Campus President Gordon May attended a men’s and women’s basketball doubleheader against Kirtland Community College.
    - A signing ceremony, consummating the new OCC/OU articulation agreement for the ADN (RN) to MSN Program, will occur on Friday, February 25 at Meadow Brook Hall.
  - Orchard Ridge
    - The 4<sup>th</sup> Annual Talent Show featuring faculty, staff, and students occurred on Friday, February 11. Preparations for the 5<sup>th</sup> Annual Talent Show are currently underway.
    - On Thursday, February 17, the Culinary Studies Institute hosted the Big Band Boogie. The event included a gourmet meal and live entertainment.
    - OCC administrators along with administrators of the Farmington Public Schools are meeting to discuss offering ESL credit classes to high school students in the Farmington Public School District during the summer.
- During the month of February, we have been focused on gathering information, developing positions and materials, and attending meetings at the local, state and national levels to educate legislators about community college issues, advocate with decision-makers for increased resources through appropriations, and minimize the proposed funding reductions we are all reading about. These broad-based efforts have involved our trustees, our advocacy consultants, and College staff. Following is a list of activities we have attended:

- A briefing on the Emerging Sectors Project by Oakland County staff.
- Attendance at the Oakland County Business Roundtable's new season to focus on retaining critical corporate employers.
- Attendance at the Oakland County State of the County Address to hear of three new visionary plans to keep Oakland County central in driving the southeast Michigan economy.
- Attendance at the Michigan Society of Association Executives legislative conference in Lansing to meet our legislators and lobby about funding issues.
- Attendance at the AACC/ACCT National Legislative Summit in Washington, DC along with Trustees Wangler, Scott, and Simmons and Executive Director of Advancement, Cheryl Kozell. In addition to a conference session on the federal budget, key issues for community college, and delegation meetings, we had individual meetings with our legislators (Sander Levin, Carl Levin, Debbie Stabenow, Mike Rogers, Joe Knollenberg, Thaddeus McCotter), the Governor's Office and Department of Labor. Our primary focus was to present our two major appropriation requests: Emerging Sectors Education Consortium and International Education Consortium.

- Tonight there will be a Closed Session following the Open Session to discuss labor negotiations.
- Under staff reports, there will be a brief report on Workforce Development from Dr. Sharon Blackman.
- One new staff person will be introduced.

## 2.2 Staff Reports

- Campus President Sharon Blackman reported on the activities of Workforce Development Services.

## 2.3 Introduction of New Staff

- Vice Chancellor Clarence Brantley introduced Crystal Sanford-Brown, Childcare Center Coordinator, Royal Oak Campus.

# 3. COLLEGE RESOURCES

## 3.1 Personnel Recommendations

Trustee Janice Simmons MOVED to approve the personnel recommendations. Trustee Anne Scott seconded the motion.

AYES: Wangler, Scott, Abraham, Ritter, Simmons

NAYS: None

Motion Carried

The Board of Trustees approved the following personnel recommendations: the classified – part time appointment of Marc West (OR), Chemistry Paraprofessional; the maintenance appointment of Maron Cullors (OR), Building Custodian; the Public Safety appointment of Richard Dunn, II (CW@HL), Public Safety Officer; the resignation of Clarissa Elpedes (OR), Bookstore Assistant and the separation of Carolyn Griegel (OR), IIC Paraprofessional.

### 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

### 3.3 College Facilities

#### **CONSENT AGENDA – MAINTENANCE PROJECTS**

Items 3.3.1 – 3.3.3 listed below on the Consent Agenda are considered to be routine by the Board of Trustees 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.

Trustee Janice Simmons MOVED to approve items 3.3.1 – 3.3.3 on the Consent Agenda – Maintenance Projects. Anne Scott seconded the motion.

Item 3.3.1, College-Wide Emergency Maintenance Project, Rochester Hills Building Improvements, was removed from the consent agenda at the request of Trustee Sandra Ritter.

Trustee Janice Simmons MOVED to approve items 3.3.2 and 3.3.3 as consent agenda items.

AYES: Scott, Ritter, Simmons, Wangler

NAYS: Abraham Motion Carried

- 3.3.2 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>
Kitchen Hood Fire Suppression System Replacement	<i>Previously Approved</i>	\$ 33,100
Building J	<i>Proposed Increase</i>	<u>882,400</u>
Orchard Ridge Campus	<i>Revised Total</i>	\$ 915,500
OCC Project No. PF-OR04-021		

3.3.3 College-Wide Deferred Maintenance Project  
Exterior Door Replacements  
Royal Oak Campus  
OCC Project No. PF-RO03-014

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>
Exterior Door Replacements	\$96,100
Royal Oak Campus	
OCC Project No. PF-RO-03-014	

**END OF CONSENT AGENDA – MAINTENANCE PROJECTS**

The Board of Trustees agreed to discuss the items previously removed from the Consent Agenda – Maintenance Projects.

Trustees Ritter and Abraham noted that the Board were being asked to confirm payment after the fact for the Rochester Hills Building improvements. Mr. Brantley reminded the Board that the College incurred the costs when employees were relocated to the Rochester Hills facility due to the poor working conditions at Pontiac Place. Closed Sessions were held in March, 2004 and May, 2004 where discussions occurred regarding the cost of relocating staff to the Rochester Hills facility.

3.3.1 College-Wide Emergency Maintenance Project  
Rochester Hills Building Improvements  
District Office  
OCC Project No. PF-DO05-002

Vice Chairperson Anne Scott MOVED and Trustee Simmons seconded that the Board of Trustees confirm payment of \$251,769 to the College's construction Manager, George W. Auch Company, and the Architect, Integrated Design Solutions, for the tenant build-out improvements made to the Rochester Hills Building:

AYES: Abraham, Ritter, Scott, Simmons, Wangler

NAYS: None

Motion Carried

3.3.4 Progress Report – Construction Projects

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

3.4 Contracts and Purchases

**CONSENT AGENDA – CONTRACTS AND PURCHASES**

Items 3.4.1 – 3.4.3 listed below on the Consent Agenda are considered to be routine by the Board of Trustees 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.

Trustee Janice Simmons MOVED and Vice Chairperson Scott seconded approval of Items 3.4.1 - 3.4.3.

AYES: Wangler, Scott, Abraham, Ritter, Simmons

NAYS: None

Motion Carried

3.4.1 Affiliation Agreement  
with Integrated Health Care  
Medical Assisting Program  
Highland Lakes Campus

The Board of Trustees approved the College entering into an agreement with the Integrated Health Care of West Bloomfield, Michigan 48323, and authorized the Chairperson to execute the agreement.

3.4.2 Affiliation Agreement  
with Lisa Beth Speck, M.D.  
Medical Assisting Program  
Highland Lakes Campus

The Board of Trustees approved the College entering into an agreement with Lisa Beth Speck, M.D, of Farmington Hills, Michigan 48334, and authorized the Chairperson to execute the agreement.

3.4.3 Carpet/Flooring Replacement  
Royal Oak Campus

The Board of Trustees approved the purchase and installation of carpet and flooring from Conventional Carpet at an estimated cost of \$34,189.

#### **END OF CONSENT AGENDA – CONTRACTS AND PURCHASES**

3.4.4 Contract with Data Planners, Inc.  
Workforce Development Services

Trustee Janice Simmons MOVED and Vice Chairperson Anne Scott seconded, that the Board of Trustees approve a contract with Data Planners, Inc., at a cost not to exceed \$75,000 for IT training through July 31, 2005.

AYES: Wangler, Scott, Ritter, Simmons

NAYS: Abraham Motion Carried

3.4.5 Contract with Process Instrument Company  
Workforce Development Services

Vice Chairperson Anne Scott MOVED and Trustee Janice Simmons seconded, that the Board of Trustees approve a contract with Process Instrument Company, at a cost not to exceed \$36,250 for training and development delivered through June 30, 2005.

AYES: Wangler, Scott, Ritter, Simmons

NAYS: Abraham Motion Carried

3.4.6 Contract with Fox IT  
Workforce Development Services

Trustee Janice Simmons MOVED and Vice Chairperson Anne Scott seconded, that the Board of Trustees approve a modification of the contract with Fox IT in the amount of \$50,000 for a total cost not to exceed \$100,000 for ITIL IT Service Management Essentials training through July 31, 2005.

AYES: Wangler, Scott, Ritter, Simmons

NAYS: Abraham Motion Carried

#### **4.0 ACADEMIC AND STUDENT AFFAIRS**

4.1 Academic Senate Reports

None

4.2 Student Reports

None

4.3 Academic Initiatives

Vice Chancellor George Keith reported that 1,500 students participated in the Student Assessment of General Education (SAGE), a survey to assess general education attributes. Two attributes, critical thinking and science, were tested. Results of the data analysis will be provided to faculty for their use in curriculum development.

5. **OLD BUSINESS**

None

6. **NEW BUSINESS**

None

7. **COMMUNITY COMMENTS**

7.1 Board Member Reports and Comments

- Vice Chairperson Anne Scott noted that she appreciates the College sending three Board members to Washington, D.C. to attend the Legislative Summit co-sponsored by AACC and ACCT.

7.2 Labor Organizations and Associations

None

Chairperson Wangler **MOVED** to enter into Closed Session for the purpose of discussing labor negotiations.

A roll call vote was taken:

AYES: Wangler, Scott, Abraham, Ritter, Simmons

NAYS: None

Motion Carried

Chairperson Wangler adjourned the Closed Session and entered into open session.

8. **ADJOURNMENT**

Chairperson John Wangler adjourned the meeting at 8:21 p.m.



Respectfully submitted,

---

Patricia J. Funtik

---

Date

---

John Wangler, Chairperson

---

Phillip Abraham, Secretary