



OAKLAND
COMMUNITY
COLLEGE

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES**

December 11, 2006

**Oakland Community College – Highland Lakes Campus
7350 College Lake Road
Waterford, MI 48327-4187**

1. GENERAL FUNCTIONS

1.1 Call to Order and Welcome

The meeting was called to order at 7:00 pm by Chairperson Davis who welcomed all staff and guests.

1.2 Attendance

Present

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

1.3 Public Comments/Petitions

None

Board Chairperson Davis presented Trustee Wangler with a plaque honoring his years of service on the Board of Trustees.

Linda Kayes was presented with a retirement gift by Chairperson Davis who acknowledged her 38 years of service to Oakland Community College.

1.4 Student Presentation

None

1.5 Review of Minutes

1.5.1 The Minutes of the 11/20/2006 Regular Board meeting were corrected as follows:

Correction:

Under New Business and prior to Item 6.6, Trustee Abraham asked which item the Chancellor's contract was under. Trustee Simmons noted the item was not on the agenda.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

- The new Teamster Contract has been added to tonight's agenda. The Chancellor thanked the teams for their hard work to reach an agreement.
- A Special Board Planning session is scheduled for the morning of Saturday, January 27, 2007. This special meeting was arranged at the request of the Board Chair.
- The Board of Trustees and the OCC Foundation Board held a joint holiday party on November 28, 2006. Doris and George Mosher were able to attend along with incoming Trustee Anna Zimmerman.
- The Southeast Michigan Community College Collaborative proposal was funded for \$2.1 million by the U.S. Department of Labor. Dean Sharon Miller was credited with bringing in the grant which includes \$40,000 for OCC.
- Campus President Gordon May will present an overview of the Highland Lakes Campus renovations projects.
- Vice Chancellor Clarence Brantley will present the preliminary 2007-2008 budget.

2.1 Staff Reports

Gordon May presented highlights of the Highland Lakes Campus completed, ongoing, and future renovations projects. Highlights included the \$8.6 million Levinson Hall addition, the Woodland Hall addition (to be completed in 2008), and the demolition of Highland Hall in the summer of 2009. Dr. May also noted that the nursing and dental hygiene programs both earned full re-accreditation.

Vice Chairperson of Administrative Services Clarence Brantley presented the preliminary budget for 2007-2008. The new budget will total \$154 million. Modest increases in enrollment, tuition rates, property taxes and investment income are projected.

Mr. Brantley will provide temporary/contractors budget to the Board of Trustees when it becomes available.

Mr. Brantley estimated that it will be two months before the millage report Trustee Abraham requested in August will be completed.

2.2 Introduction of New Staff

Mr. Brantley introduced two new bookstore assistants, Gia Huff and Dennis Clinebell.

3. ACADEMIC AND STUDENT AFFAIRS

3.1 Academic Senate

College Academic Senate Chair Mary Ann McGee reported that she has received most of the first draft of the Higher Learning Commission Report. She and Dean Cathey Maze plan to review the draft over the holiday break. She also noted that the Academic Senate commissioned a study on committee participation. The data has not yet been analyzed.

3.2 Student Reports

Student Representative LaTina Johnson reported on recent student-related events at the campuses including the finals relief days at Highland Lakes, the Royal Oak and Southfield students are bell ringing and wrapping gifts, the coat and sweater drive, and a service learning project to help non-native speakers practice English. Phi Theta Kappa students have been asked to write an essay for the Third Annual Martin Luther King, Jr. Celebration in January on “What would Dr. Martin Luther King, Jr. say about today’s America”, and the prize is a \$500 scholarship.

3.3 Academic Initiatives

None

4. COLLEGE RESOURCES

4.1 Personnel Recommendations

Trustee Scott MOVED to approve the personnel recommendations and Trustee Simmons seconded.

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

NAYS: None Motion Carried

The Board of Trustees approved the following personnel recommendations: the recommendation for faculty continuing contracts for Edward Stotts, Jr., Counselor (OR), and Lori Linden, English Teaching Faculty (RO/SF); the faculty appointment of Mary Reum-Troia, English Teaching Faculty (AH) and Robert Featherstone, Applied and Engineering Technologies Teaching Faculty (AH); the continuation of temporary faculty appointment of John Corbin, Humanities Teaching Faculty (AH); the retirement of Henry Austin, CIS Teaching Faculty (AH), the retirement of Susan Fiems, Library Technician (HL), and the retirement of Linda Kayes, Humanities Teaching Faculty (OR).

4.2 Business and Finance

4.2.1 Treasurer's Report

The Board of Trustees reviewed the Treasurer's Report.

4.2.2 General Fund Budget Status Report

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

4.3 College Facilities

4.3.1 Progress Report – Construction Projects

The Board of Trustees reviewed the Progress Report - Construction

4.4 Contracts and Purchases

CONSENT AGENDA – CONTRACTS AND PURCHASES

Items 4.4.1 – 4.4.7 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 of the Chancellor so requests, in which event the item will be removed from the general order of business and voted on separately.

Trustee Simmons MOVED and Trustee Scott seconded approval of Action Items 4.4.1 – 4.4.7 on the Consent Agenda – Contracts and Purchases.

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

NAYS: None Motion Carried

4.4.1 Interpretive Sign Language Agreement
College-Wide

The Board of Trustees approved a primary contract with Deaf & Hearing Impaired Services at an hourly rate of \$35.00/hr. and a secondary contract with Intensified Interpreting Services at an hourly rate of \$40.00/hr. for interpretive services to be provided through December 2007.

4.4.2 Michigan Asset/Compass Users Group Purchase

The Board of Trustees approved the purchase of COMPASS Scantron sheets from Delta College, at a cost not to exceed \$51,750.

4.4.3 Microsoft Campus License Agreement
College-Wide

The Board of Trustees authorized the purchase of the Microsoft Campus License from CDW Government for one year ending January 31, 2008, at a cost not to exceed \$73,370.

4.4.4 Network Maintenance
College-Wide

The Board of Trustees approved a renewal of the maintenance agreement with Delta Network Services, to provide network maintenance at a cost not to exceed \$298,459 for services provided through January 31, 2008.

4.4.5 Printing Services for 2007-2008

The Board of Trustees approved the use of Action Printing to provide printing services for the Schedule of Classes, the Student Handbook, and the College Catalog at a cost not to exceed \$210,218 for the 2007-2008 Academic Year.

4.4.6 Computer Lab Furniture
Royal Oak and Southfield Campuses

The Board of Trustees approved the purchase of classroom furniture from NBS at a cost not to exceed \$43,358.56.

4.4.7 Contract with Learning Designs, Inc.
Workforce Development Services – EDJT Grant

The Board of Trustees approved a contract with Learning Designs, Inc., for a total amount not to exceed \$300,000 for training delivered through January 2, 2007.

END OF CONSENT AGENDA - CONTRACTS AND PURCHASES

5. OLD BUSINESS

5.1 Sarbanes Oxley

Subcommittee Chair Trustee Scott reported that the Sarbanes Oxley subcommittee is working on developing a charter and that in January, she will submit the names of community members for approval by the full board.

Subcommittee Chair Trustee Simmons reported that the Ethics Committee met this evening and discussed their goal to establish a Code of Ethics for the Board of Trustees. The subcommittee met with George Potter to review sample codes, OCC's policies, and the opinion letter on credit card usage submitted by John Sirhal of Plante and Moran. Documents will be shared with the entire Board for input. Suggestions should be sent to Subcommittee Chair Simmons.

Trustee Abraham MOVED and Trustee Kuhn seconded that the Board of Trustees direct the elimination of all individual American Express credit cards, and require all college expenses be charged directly to the individual trustee, who then will be required to fill out an expense request form (BUS #128) to get approved college expenses reimbursed from the college.

Vice Chairperson Ritter noted that this motion was defeated at the November 20, 2006, Board of Trustees meeting and questioned whether or not it was appropriate to resubmit a motion once it has been defeated. Trustee Kuhn indicated this was a different motion.

AYES: Abraham, Kuhn, Wangler

NAYS: Simmons, Scott, Ritter, Davis Motion Defeated

6. NEW BUSINESS

6.1 Oakland Community College and Teamsters State, County and Municipal Workers Local 214. Approval of Agreement

Vice Chairperson Ritter MOVED and Trustee Simmons seconded approval of the agreement for a new Oakland Community College Teamsters collective bargaining agreement covering the period of July 1, 2006, through June 30, 2009.

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

NAYS: None Motion Carried

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Trustee Simmons wished everyone a Merry Christmas and a Happy New Year.

7.2 Labor Organizations and Associations

None

8. ADJOURNMENT

Chairperson Davis adjourned the meeting at 8:27 p.m.

Board of Trustees
December 11, 2006

Respectfully submitted,

Patricia J. Funtik

Date

Pamala Davis, Chairperson

Anne Scott, Secretary