



OAKLAND  
COMMUNITY  
COLLEGE ®

**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
February 19, 2007  
Oakland Community College  
Royal Oak Campus  
739 South Washington  
Royal Oak, MI 48067**

**1. GENERAL FUNCTIONS**

1.1. Call to Order and Welcome

The meeting was called to order at 7:12 p.m. 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  
Anna Zimmerman, Trustees

Absent

Janice Simmons, Trustee

1.3. Public Comments

Speaking as a member of the Vice Chancellor's Search Committee and as an individual, Mary Ston suggested that the search for a Vice Chancellor be temporarily postponed until a permanent Chancellor is hired.

1.4. Student Presentation

None

1.5. Review of Minutes

1.5.1. The Minutes of the 1/22/2007 Special Board meeting were approved as submitted.

- 1.5.2. The Minutes of the 1/22/2007 Regular Board meeting were approved as submitted.

## **2. CHANCELLOR'S REPORT**

### 2.1. Chancellor's Comments

- Trustees Davis, Scott and Ritter joined the Chancellor, Acting Chief Strategic Development Officer Cheryl Kozell, and Counselor Mary Kay Lawless for the annual AACC-ACCT Joint Legislative Summit in Washington DC last week where they met with legislators and representatives of higher education.
- The project to offer an early college course to Brother Rice High School students is moving forward.
- The Annual Scholarship Luncheon will be held at the Orchard Ridge Campus on April 5.
- The Annual Excellence Day celebration is scheduled for the Marriott Centerpoint on April 27.
- Interim President David Adams will make a presentation on the Royal Oak Campus this evening.
- The Chancellor and Cheryl Kozell will provide an update on strategic planning.
- Community college expert George Potter has agreed to review sections of the Board Policy Manual and wants to meet with the Board for discussion.

### 2.2. Staff Reports

- Interim President David Adams provided a report on the Royal Oak Campus, noting its shared management with the Southfield Campus. The Royal Oak Campus offers 82 percent of the entire college's Friday evening classes; 46 percent of the Saturday classes are held at Royal and Southfield. Between 2000 and 2006 enrollment has increased at Royal Oak by 12 percent, and student credit hours by 13 percent. Many building renovations have been completed, and the next phase, upgrading the campus library and academic support center, is scheduled to begin soon.
- Chancellor Spangler provided an update on the strategic planning process, which is now nearing completion. Cheryl Kozell provided examples of outcomes produced by the process including a new student orientation program, the OCC-Oaxaca cyber connection program, the Salzburg Seminar, and the development of an institutional dashboard.

### 2.3. Introduction of New Staff

Interim Executive Director of Student Services Lloyd Crews introduced Stacy Jackson, Student Development Coordinator.

### **3. ACADEMIC AND STUDENT AFFAIRS**

#### **3.1. Academic Senate Reports**

Academic Senate Chair Mary Ann McGee deferred her report on Academic Senate activities.

#### **3.2. Student Reports**

Student Representative LaTina Johnson reported on student-related campus activities: The Auburn Hills Campus PTK chapter sponsored a free viewing of Al Gore's documentary, "An Inconvenient Truth", with commentary by OCC faculty member Debra Rowe; on February 9 the Orchard Ridge Campus presented a Student-Faculty Talent Show; on February 21 the Orchard Ridge Campus will offer a symposium on walkable communities; the Royal Oak Campus will offer a Cultural Taste Exchange.

#### **3.3. Academic Initiatives**

Interim Vice Chancellor Steven Reif reported on OCC's participation in the Core Commitments Leadership Consortium sponsored by the Association of American Colleges and Universities Leadership Forum.

Dr. Reif noted also that the College is assessing OCC student learning through general education as mandated by the Higher Learning Commission.

### **4. COLLEGE RESOURCES**

#### **4.1. Personnel Recommendations**

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

AYES: Davis, Ritter, Scott, Abraham, Kuhn, Zimmerman

NAYS: None Motion Carried

The Board of Trustees approved the following personnel recommendations: the recommendation for leave-of-absence for Lori Linden (RO), English teaching faculty; the recommendation for sabbatical leave at 1/2 pay for Fall 2007 for administrative staff-non-exempt employee Philip Hale (AH), Dean; the recommendation for unpaid leave of absence effective 1/2/2008 – 8/15/2008, for administrative staff – non-exempt employee Philip Hale (AH), Dean; the extension of the temporary appointment for administrative staff – non-exempt

employee Beverly Stanbrough (RO/SF), Interim Dean; the reclassification of administrative staff – non-exempt employee Deborah Bayer (AH), Director of Emergency Services and CREST; the appointment of Operating Engineers John Nagalski (AH), Supervisor of Buildings and Grounds and Myia Winnette (RO/SF), Supervisor of Buildings and Grounds; the classified full-time appointment of Amy Baker (AH), Natural Science Department Paraprofessional, the status change/transfer of classified full-time employee James Frost (RO), Academic Support Center Paraprofessional from Financial Aid Specialist, and Joy Frost (RO), Library Technician from part-time Career Center Specialist; the transfer of classified part-time employee Amber Crane (HL) Student Services/Children’s Center Child Care Assistant from part-time Child Care Assistant (AH); the resignation of Michael Clark (AH) Custodian, the retirement of John Franks (AH) teaching faculty, and the resignation of Mary Spangler (DO), Chancellor.

#### 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

##### 4.2.3. Enactment of Ordinances

Trustee Scott MOVED and Trustee Zimmerman seconded that the Board of Trustees approved entering the enactment of the attached Ordinances for Oakland Community College, effective immediately.

AYES: Davis, Ritter, Scott, Abraham, Kuhn, Zimmerman

NAYS: None Motion Carried

#### 4.3. College Facilities

The Board of Trustees reviewed the Progress Report – Construction Projects

#### 4.4. Contracts and Purchases

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

Items 4.4.1 – 4.4.10 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 voted on separately.

Trustee Scott MOVED and Trustee Zimmerman seconded approval of items 4.4.1 – 4.4.10 on the Consent Agenda - Contracts and Purchases.

AYES: Davis, Ritter, Scott, Abraham, Zimmerman

NAYS: None

Motion Carried

- 4.4.1. Affiliation agreement with BROE Rehabilitation Services, Inc. and the Hartland Health Care Center – Oakland Health Care Administration Program.  
Southfield Campus

The Board of Trustees approved the College entering into an agreement with the BROE Rehabilitation Services, Inc. of Farmington Hills, Michigan and the Hartland Health Care Center – Oakland of Troy, Michigan, and authorized the Chairperson to execute the agreement.

- 4.4.2. Advanced Police Simulations Training  
Oakland Police Academy  
Auburn Hills Campus

The Board of Trustees approved an agreement with SNC Technologies Corp., to provide scenario based training at a cost not to exceed \$43,050 through December 2007.

- 4.4.3. ADI Systems Solution Pack  
College-Wide

The Board of Trustees approved the contract for a college-wide software licensing agreement the Edutronix, to provide ADI Systems Solution Pack, at a cost not to exceed \$29,995 for use through December 31, 2007.

- 4.4.4. Document Imaging  
Backfile Conversion – Film/Fiche  
College-Wide

The Board of Trustees approved the purchase of backfile conversion services for microfilm/fiche from Data Impact, at a cost not to exceed \$146,606.

- 4.4.5. Document Imaging  
Backfile Conversion – Paper

College-Wide

The Board of Trustees approved the purchase of backfile conversion services for paper from Albin, at a cost not to exceed \$194,259.

4.4.6. Service Recognition Program  
College-Wide

The Board of Trustees approved the purchase of items for the service recognition program from O.C. Tanner, at a cost not to exceed \$32,000 for the 2006-2007 fiscal year.

4.4.7. Carpet Replacement  
Orchard Ridge and Auburn Hills Campuses

The Board of Trustees approved the purchase and installation of carpet for the Orchard Ridge and Auburn Hills Campuses, from Conventional Carpet, Inc., at a cost not to exceed \$159,410.

4.4.8. Contract with Valentine Robotics, Inc.  
Workforce Development Services – Contracted Services

The Board of Trustees approved a contract with Valentine Robotics, Inc., for training services at a cost not to exceed \$1250/participant for services delivered through June 30, 2007.

4.4.9. Contract with ZIPPS, LLC  
Workforce Development Services – EDJT Grant

The Board of Trustees approved a modification of the contract with ZIPPS, LLC for an additional \$8,000 for a total cost not to exceed \$48,000 through June 30, 2007.

4.4.10. Contract with Regional Technology Network Corporation  
Workforce Development Services – EDJT Grant

The Board of Trustees approved a contract with Regional Technology Network Corporation, for a total amount not to exceed \$50,000 for training delivered through June 30, 2007.

**5. OLD BUSINESS**

None

**6. NEW BUSINESS**

#### 6.1. 2006-2007 Schedule of Regular Board Meetings and Conferences – Revised

Trustee Scott MOVED and Trustees Zimmerman seconded approval of the revised schedule of Regular Board meetings and conference dates for 2006-2007, and approved the attendance of Board members at the conferences noted and authorized related travel expenses.

AYES: Davis, Ritter, Scott, Abraham, Zimmerman

NAYS: None

Motion Carried

#### 6.2. Chancellor's Job Description – Discussion with Consultant

Trustee Scott distributed a list of search consultants and suggested that Board members email additional suggestions to Gheretta Harris.

### 7. COMMUNITY COMMENTS

#### 7.1. Board Member Reports and Comments

Trustee Scott thanked the Board for sending representatives to Washington, DC noting that it was a meaningful and challenging trip. The meetings with the Department of Labor and the Department of Education were extremely important.

Trustee Scott recommended that the Board of Trustees abstain from approving the Governor's budget until further notice.

Trustee Ritter noted that she will email her report on the National Legislative Summit to the Board.

Trustee Zimmerman thanked the Chancellor for the beautiful flowers she received on her birthday.

#### 7.2. Labor Organizations and Associations

None

**8. ADJOURNMENT**

Chairperson Davis adjourned the meeting at 8:40 p.m.

Respectfully submitted,

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Patricia J. Funtik

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Date

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Pamala M. Davis, Chairperson

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Anne V. Scott, Secretary