



OAKLAND  
COMMUNITY  
COLLEGE

**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
August 20, 2007  
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 Zimmerman who welcomed all staff and guests.

1.2 Attendance

Present

Anna Zimmerman, Chairperson  
Dale Cunningham, Vice Chairperson  
Thomas Kuhn, Secretary  
Phillip Abraham, Trustee  
Pamala Davis, Trustee  
Anne Scott, Trustee

Absent

Sandra Ritter, Trustee

1.3 Public Comments/Petitions

None

1.4 Student Presentation

None

1.5 Review of Minutes

1.5.1 Review of Minutes 7/9/2007 Special Board Meeting

The Board of Trustees reviewed the Minutes of the 7/9/2007 Special Board meeting.

1.5.2 Review of Minutes 7/16/2007 Regular Board Meeting

The Board of Trustees reviewed the Minutes of the 7/16/2007 Regular Board meeting.

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

### 2.1 Chancellor's Comments

- The Auburn Hills Campus received a Platinum Award from the American Red Cross for collecting 500 pints of blood in 2006-2007.
- The Homeland Security Defense Educational Consortium is transitioning from military to civilian oversight. Director of Emergency Services/CREST Deborah Bayer has been invited to serve on the organization's steering committee.
- The Dental Hygiene program received the maximum seven-year accreditation with no reporting requirements from the Commission on Dental Accreditation.
- The Student Life program at the Orchard Ridge Campus is working with Jewish Family Services to mentor at-risk students.
- The OCC Culinary team won a silver medal in one competition at the American Culinary Federation's National Championship in Orlando.
- New Student Orientations were held at Southfield on July 27 and at Royal Oak on July 20 and August 16.
- The Royal Oak/Southfield chapter of Phi Theta Kappa recently hosted a free outing to a Detroit Shock basketball game.
- An exhibit of student digital photography opened at Royal Oak on July 27, and will run through October 26.
- The Respiratory Therapy class of 2007 graduated on Wednesday, August 15 and the Diagnostic Medical Sonography and Radiologic Technology class of 2007 graduated on Thursday, August 16. Two hundred-eighty students along with their families attended the ceremonies.
- The annual OCC golf outing on August 10 raised \$42,000 in scholarships. Trustees Zimmerman, Davis, Ritter and Scott attended.
- A revised set of personnel recommendations was distributed.
- There is a closed session tonight to discuss labor negotiations.

### 2.2 Staff Reports

None

### 2.3 Introduction of New Staff

- President May introduced two new Highland Lakes mathematics faculty Wendy Conway and Emily McAllister.
- President Shadko introduced new Orchard Ridge economics instructor Julie Seiler.
- Acting Chief Strategic Development Officer Kozell introduced new OCC Foundation Director Cindy Tanner.
- President Reif introduced new Royal Oak/Southfield science instructor Richard (Vince) Lamb.

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

### 3.1 Academic Senate Reports

None

3.2 Student Reports

None

3.3 Academic Initiatives

None

**4. COLLEGE RESOURCES**

4.1 Personnel Recommendations

Trustee Scott MOVED to approve the personnel recommendations as revised and Trustee Abraham seconded.

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

NAYS: None Motion Carried

The Board of Trustees approved the following personnel recommendations: the full-time faculty appointments of Robert Anderson (AH), Humanities/Film teaching faculty, Athena Bolger (OR), Culinary teaching faculty, Michael Myers (AH), Emergency Medical Services teaching faculty, and Michael Robinson (AH), Library/Academic Support Center non-teaching faculty; the temporary appointment of John Corbin (AH), Humanities teaching faculty, the temporary appointment of Alfred Eppens (RO/SF), History teaching faculty, and the temporary appointment of Elizabeth Liller (AH), English teaching faculty; the appointment of administrative – non-exempt staff Niko Dawson (AH/MTEC), Workforce Development Services Director; the temporary appointment of administrative-non-exempt staff Tahir Khan (AH), Interim Dean; the extension of the temporary appointment for administrative – non-exempt staff Thomas Hendricks (RO/SF), Academic and Student Services Interim Dean; the recommendation for sabbatical leave for Winter 2008 (January 7, 2008 – April 28, 2008) at half pay for exempt management staff Stephanie Bevier (DO/PC), Professional Development and Training Center training assistant; the renewal of an annual contract for management staff – non-exempt staff Melanie Myers (OR), Construction Management Program Coordinator; the full-time appointment for maintenance staff Mary Ann Volckaert (OR), custodian and Steven Lutz (OR), custodian; the resignation of Karen Benner (RO/SF), part-time Humanities/Photography paraprofessional and Callina Henson (AH), part-time PASS specialist.

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 College-Wide Deferred Maintenance Project

Second Floor/Mezzanine  
HVAC Replacement/Interior Renovation  
Building G  
Orchard Ridge Campus  
OCC Project No. PF-OR07-007

Trustee Scott MOVED and Trustee Cunningham seconded to grant authority to the College's Construction Manager, 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>
Second Floor/Mezzanine HVAC Replacement/ Interior Renovation Building G Orchard Ridge Campus OCC Project No. PF-OR07-007	\$1,397,900

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

NAYS: None Motion Carried

4.3.2 Progress Report – Construction Projects

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

4.4 Contracts and Purchases

**CONSENT AGENDA – CONTRACTS AND PURCHASES**

Items 4.4.1 – 4.4.4 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 Kuhn MOVED and Trustee Cunningham seconded approval of Items 4.4.1 – 4.4.4 on the Consent Agenda – Contract and Purchases.

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

NAYS: None Motion Carried

4.4.1 2007-2008 Agency Affiliations

### Nursing and Health Care Technologies

The Board of Trustees approved the College's agency affiliation with the facilities stated on the enclosed list, and authorized the Chairperson to execute any new agreement as necessary.

#### 4.4.2 Phone Pass Speaking Test Academic Services College-Wide

The Board of Trustees approved the purchase of the Phone Pass Speaking Test from Ordinate Corporation (Harcourt), at a cost not to exceed \$29,400 for the 2007-2008 fiscal year.

#### 4.4.3 Boiler Tube Replacement Highland Lakes Campus

The Board of Trustee approved the purchase of boiler tube replacement services with Purvis & Foster, Inc. at a cost not to exceed \$68,740, and authorized the administration to execute the contract stipulating same.

#### 4.4.4 Library Furniture and Installation Services Royal Oak Campus – C Building

The Board of Trustees approved the purchase and installation of Library furniture from Library Design, at a cost not to exceed \$98,010 and the purchase of installation of classroom/office furniture from Interior Environments, at a cost not to exceed \$82,867, and authorized the administration to execute the contract stipulating same.

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

## **5. OLD BUSINESS**

### 5.1 Status Report on Chancellor's Search

Consultant Ken Myers of CRA presented an update to the Board of Trustees on the search for Chancellor. The College has received 35 formal applications to date, and Mr. Myers is in discussion with 18 other referred candidates. Mr. Myers hopes to have a list of candidates to present to the Search Committee by mid-September.

### 5.2 Board Policy Changes

Trustee Abraham will ask Trustees for input on the Board Policy changes. This item will be returned to the agenda at a later date.

## **6. NEW BUSINESS**

6.1 MCCA Delegate

The Board's delegate and alternate to the MCCA is selected in June or July. The current delegate, Trustee Scott, will work with Interim Chancellor Brantley to define her role as delegate and prepare a report to be presented to the Board of Trustees.

Trustee Kuhn requested the Board be given a copy of the motion electing Trustee Scott as delegate and Trustee Davis as alternate.

**7. COMMUNITY COMMENTS**

7.1 Board Member Reports and Comments

Trustee Kuhn questioned the reason for Chief Human Resources Officer Rush's recent move to the Auburn Hills Campus. Interim Chancellor Brantley noted that the move is part-time and temporary and is an opportunity to interact with employees on campus.

7.2 Labor Organizations and Associations

None

Trustee Kuhn MOVED and Trustee Abraham seconded to adjourn into a closed session for the purpose of discussing labor negotiations.

A roll call vote was taken.

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

NAYS: None Motion Carried

The Board of Trustees entered into closed session at 7:50 p.m.

Trustee Zimmerman adjourned the closed session and entered into open session at 8:10 p.m.

No action was taken in the closed session.

**8. ADJOURNMENT**

Trustee Zimmerman adjourned the meeting at 8:10 p.m.

Respectfully submitted,

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Patricia J. Funtik

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Date

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Anna M. Zimmerman, Chairperson

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Thomas E. Kuhn, Secretary