



OAKLAND COMMUNITY COLLEGE®

**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
Oakland Community College  
2480 Opdyke Road  
Bloomfield Hills, MI 48304  
November 17, 2008**

**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  
Phil Abraham, Trustee (7:05 p.m.)  
Pamala Davis, Trustee  
Sandra Ritter, Trustee  
Anne Scott, Trustee

Absent

Dale Cunningham  
Tom Kuhn

1.3 Approval of Agenda

Trustee Scott requested adding under New Business establishing a date for installation of new trustees and the Organizational Meeting.

Trustee Ritter requested to add to the agenda under New Business the Forensics Team's first place finish announcement.

Trustee Davis **MOVED** to approve the agenda with the two new additions, and Trustee Ritter seconded.

AYES: Zimmerman, Abraham, Davis, Ritter, Scott

NAYS: None

Motion Carried

1.4 Public Comments/Petitions

There were no public comments or petitions.

## 1.5 Student Presentation

No student presentation took place.

## 1.6 Approval of Minutes

### 1.6.1 Approval of Minutes 10/20/2008 Regular Board Meeting

Trustee Davis MOVED to approve the minutes of the October 20, 2008 Regular Board Meeting. Trustee Ritter seconded.

AYES: Zimmerman, Abraham, Davis, Ritter

NAYS: None

ABSTAIN: Scott Motion Carried

### 1.6.2 Approval of Minutes of 10/20/2008 First Special Board Meeting

Trustee Davis MOVED to approve the minutes of the October 20, 2008 First Special Board Meeting. Trustee Ritter seconded.

AYES: Zimmerman, Abraham, Davis, Ritter, Scott

NAYS: None Motion Carried

### 1.6.3 Approval of Minutes of 10/20/2008 Second Special Board Meeting

Trustee Davis MOVED to approve the minutes of the October 20, 2008 Second Special Board Meeting. Trustee Ritter seconded.

AYES: Zimmerman, Abraham, Davis, Ritter, Scott

NAYS: None Motion Carried

## 2. CHANCELLOR'S REPORT

### 2.1 Chancellor's Comments

Chancellor Meyer informed the Board that the videotaping of monthly board meetings will begin in December. The Board will then have the opportunity to review the December meeting video to make sure that is what they want prior to the January Board meeting.

### 2.2 Staff Reports

Sharon Miller, Dean of Economic and Workforce Development, reported on the economic crisis and the higher ed response in Michigan. The Governor's office has formed a taskforce to

address this situation. Oakland Community College is proud to be a participant on this taskforce to help retain and re-employ the workforce in Michigan.

### 2.3 Introduction of New Staff

Dr. Gordon May, President of Highland Lakes Campus, introduced Dawn Baker, Nursing Faculty.

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

### 3.1 Academic Senate Reports

College Academic Senate Chair Mary Ann McGee reported that the Senate has scheduled an open session to discuss the issues related to the automotive layoffs.

### 3.2 Student Reports

Julia Kelley provided an overview of student activities taking place over the next few weeks on the various campuses, including a Native American event, Holiday Mail for Heros, the Second Annual Martin Luther King, Jr. donation drive, and Finals Frenzies. She also reported on the College's achievements in various sport activities, including men's and women's basketball, cross country skiing, and volleyball.

She also presented the Board members with backpacks filled with various Raiders items.

### 3.3 Academic Initiatives

No report was presented.

## 4. **COLLEGE RESOURCES**

### 4.1 Personnel Recommendations

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

AYES: Zimmerman, Abraham, Davis, Ritter, Scott

NAYS: None

Motion Carried

The Board of Trustees approved the following personnel recommendations: Faculty – Appointment - Lawrence J. Stark, Communications/Humanities Teaching Faculty – Philosophy; David M. Strand, Humanities Teaching Faculty – Philosophy; Nancy E. Shockley, Behavioral Sciences Teaching Faculty – History; Classified Full-Time Appointment – Jean A. Murphy, Counseling Student Services Specialist; Classified Full-Time Status Change/Transfer – Diann M. Dupuis, Assessment and Effectiveness Administrative Specialist; Classified Full-Time Promotion/Transfer – Regina D. Dunham, Business Office Specialist; Classified Full-Time Status Change/Transfer – Kristine L. Borr; Maintenance Full-Time Appointment – Elizabeth R.

Spaulding, Operations and Maintenance Building Custodian; Separations – Bonnie J. Kepes,  
Graphic Services Graphic Designer.

#### 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. Trustee Scott commented on the year-to-date revenues being higher than last year at this time, and Vice Chancellor Brantley explained the reasons, one of which is due to a slight increase in tuition.

##### 4.2.3 Payment of Court Order

Trustee Davis MOVED and Trustee Ritter seconded to approve the payment of the net judgment to K-F Land Company, L.L.C. IV in the amount of \$141,748.02 and authorized the administration to execute.

AYES: Zimmerman, Davis, Ritter, Scott

NAYS: Abraham Motion Carried

#### 4.3 College Facilities

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

Items 4.3.1 – 4.3.6 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 Ritter MOVED to approve items 4.3.1- 4.3.6 on the Consent Agenda – Maintenance Projects. Trustee Davis seconded.

AYES: Zimmerman, Davis, Ritter, Scott

NAYS: Abraham Motion Carried

4.3.1. The Board of Trustees approved 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>
College-Wide Deferred Maintenance Project	\$ 50,000
HVAC/Electrical Switchgear Replacement	<i>Proposed Increase</i> \$8,127,000
and Interior Renovation	<i>Revised Total Project Cost</i> \$8,177,000
Buildings H, J, K	
<u>Auburn Hills Campus</u>	
OCC Project No. PF-AH07-008	

- 4.3.2. The Board of Trustees approved 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>
College-Wide Deferred Maintenance Project	\$786,400
Emergency Generator, Distribution Panels and Lighting	
<u>Orchard Ridge Campus</u>	
OCC Project No. PF-OR08-007	

- 4.3.3 The Board of Trustees approved 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>
College-Wide Deferred Maintenance Project	\$91,600
Relocation of GRD Digital Lab	
Building D	
<u>Orchard Ridge Campus</u>	
OCC Project No. PF-OR09-004	

- 4.3.4 The Board of Trustees approved 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>
College-Wide Deferred Maintenance Project	\$947,100
Parking Structure Remediation	
Stair/Elevator Replacement	
<u>Royal Oak Campus</u>	
OCC Project No. PF-RO07-003	

- 4.3.5 The Board of Trustees approved 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>
College-Wide Deferred Maintenance Project Vestibule Entrances at Exterior Doors <u>Royal Oak Campus</u> OCC Project No. PF-RO08-009	\$60,000

**END OF CONSENT AGENDA – MAINTENANCE PROJECTS**

4.3.6 Progress Report – Construction Projects

4.4 Contracts and Purchases

**CONSENT AGENDA – CONTRACTS AND PURCHASES**

Items 4.4.1 – 4.4.5 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 voted on separately.

Trustee Ritter MOVED to approve items 4.4.1- 4.4.5 on the Consent Agenda – Contracts and Purchases. Trustee Davis seconded.

AYES: Zimmerman, Abraham, Davis, Ritter, Scott

NAYS: None

Motion Carried

4.4.1 Bullet Comparison Microscope  
Criminal Justice Program  
Auburn Hills Campus

The Board of Trustees approved the use of Leeds Forensic Systems to provide a bullet comparison microscope at a cost not to exceed \$41,995.

4.4.2 Medical and Fire Dispatch Training  
Oakland Police Academy  
Auburn Hills Campus

The Board of Trustees approved the use of Priority Dispatch Corp. to provide Medical and Fire Dispatch Training at a cost not to exceed \$27,510 through December 2009.

4.4.3 CISCO Certified Network Instructor  
Business Technology Center  
Orchard Ridge Campus

The Board of Trustees approved the use of Jenny Griffith to provide Cisco Certified Network Associate training at a cost not to exceed \$26,800 through June 30, 2009.

4.4.4 Contract with Human Performance Technologies, Inc.  
Economic and Workforce Development

The Board of Trustees approved a contract with Human Performance Technologies, Inc. at a cost not to exceed \$800/day for training and facilitation services delivered through June 30, 2009.

4.4.5 Michigan Asset/Compass Users Group Purchase

The Board of Trustees approved the purchase of COMPASS placement test Scantron sheets from Delta College at a cost not to exceed \$69,000.

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

**5 UNFINISHED BUSINESS**

5.1 Higher Learning Commission Action Plan/Selecting Consultant

Chancellor Meyer advised the Board that administration continues to review prospective consultants and their references. This item will be brought forward on the December agenda.

5.2 Appointing Trustee to SEMCOG

A discussion took place by the Board regarding who should be nominated as delegate and alternate for SEMCOG. Chairperson Zimmerman tabled this item until the January 2009 Board Meeting when the new Trustees will be present.

5.3 Change in Board Policy 1.4.6 – Legal Counsel (1<sup>st</sup> reading)

Trustee Ritter expressed a number of concerns regarding the presence of legal counsel at Board meetings. She would like the Board to decide if legal counsel should attend the meetings. Trustee Ritter said she will discuss this again in January.

Trustee Scott inquired as to the purpose of changing the wording. Chairperson Zimmerman responded that legal counsel was in attendance at the Board Meetings prior to her becoming a member of the Board.

Trustee Davis indicated she would also like this item tabled until the new Trustees come on board.

5.4 Investment Service Providers

Vice Chancellor Brantley advised the Board that Trustee Kuhn had asked for this item to be placed on the agenda for informational purposes as to the various services that these providers can offer.

Trustee Scott asked for this item to be tabled until the new Board members are in place.

Trustee Abraham moved to have administration make a future recommendation on the matter of selecting an investment service provider. Trustee Davis seconded the motion.

AYES: Zimmerman, Abraham, Davis, Ritter

NAYS: Scott

Motion Carried

## 6 NEW BUSINESS

### 6.1 Establishing a Date for Installation of Trustees and the Organizational Meeting

Trustee Scott asked that all Board members be polled on the potential dates (January 5 and 6) for scheduling the installation of Trustees and the Organizational Meeting.

Chairperson Zimmerman asked our legal counsel to review the legal requirements for the installation of new Trustees prior to the January Board Meeting.

### 6.2 Forensic Team's First Place Finish

Trustee Ritter lauded the Forensic Team for their first place finish in Division II of the Bowling Green State University Forensics Tournament.

## 7 COMMUNITY COMMENTS

### 7.1 Board Member Reports and Comments

Trustee Davis distributed to the Board the Board of Trustees Chancellor Evaluation form for 2008-2009, and asked that this item be placed on next month's agenda.

Trustee Scott provided a report and spoke on the highlights of her recent AACC trip to China. She thanked those involved in providing her this opportunity.

### 7.2 Labor Organizations and Associations

Linda Churchill, Vice President of the Classified Union, addressed issues relating to contract negotiations.

Trustee Davis responded, reflecting on her own experiences as an AFSCME official, that the membership twice rejected tentative agreements reached by the Union's bargaining team and the College.



**8 ADJOURNMENT**

Chairperson Zimmerman adjourned the meeting at 8:14 p.m.

Respectfully submitted,

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Cherie A. Foster

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Date

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Anna M. Zimmerman, Chairperson

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Thomas E. Kuhn, Secretary