



OAKLAND COMMUNITY COLLEGE®

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
Oakland Community College
2480 Opdyke Road
Bloomfield Hills, MI 48304
December 15, 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
Dale Cunningham, Vice Chairman
Pamala Davis, Trustee
Sandra Ritter, Trustee
Anne Scott, Trustee

Absent

Tom Kuhn, Secretary

1.3 Approval of Agenda

Trustee Scott requested to add to the agenda the item of cancelling the position of Executive Director of Student Services under section 6.2.

Trustee Scott also asked for the item of appointing a new trustee to the Audit Committee be added. Chairman Zimmerman said that this item would be addressed in January.

Trustee Cunningham MOVED to approve the agenda as amended, and Trustee Davis seconded.

AYES: Zimmerman, Abraham, Cunningham, 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 11/10/2008 Special Board Meeting

1.6.2 Approval of Minutes of 11/17/2008 Regular Board Meeting

Trustee Davis MOVED to approve the minutes of the November 10, 2008 Special Board Meeting and the November 17, 2008 Regular Board Meeting. Trustee Abraham seconded.

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

NAYS: None Motion Carried

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

Chancellor Meyer commented on the 2007 Annual Clery Security Report prepared by OCC's Department of Public Safety and available on the College website. The Chancellor commended Terry McCauley and his staff on their outstanding service in safety and security to the College, as documented by the results in the report.

Dr. Meyer proceeded to inform the Board that a significant piece of legislation is before the Governor awaiting her signature. It is the "Michigan New Jobs Training Program." This program allows employers with new jobs to enter into partnership with community colleges for training. Training costs will initially be carried by the College. The college is later compensated from the incremental state tax that comes back as relates to the employment of that worker. The funding comes from either the College issuing bonds or from within operations. Dr. Meyer said that this represents another "tool" in our workforce development "tool kit." Sharon Miller is the Chair of the Implementation Team on this new piece of legislation.

Dr. Meyer attended the Governor's "Keep Michigan Working" news conference on December 11th. This program is a coalition of agencies, including community colleges, state and public agencies working together to support workforce development. Sharon Miller, Dean of Economic & Workforce Development Services, spoke at the news conference. Dean Miller is the Chair of the Talent Retention Team, which is one of three teams the Governor has put together under this initiative.

The forensics team was praised by Dr. Meyer for placing second at the Michigan Intercollegiate Speech League Tournament held at Delta College in Bay City on December 13th. The team brought back numerous awards. Congratulations to the students and Carole Bennett, Speech/Forensics faculty member from Orchard Ridge.

2.2 Staff Reports

None.

2.3 Introduction of New Staff

Dr. Steve Reif, President of the Royal Oak/Southfield Campuses, introduced Jean Murphy, a student services specialist in the Counseling Department at Royal Oak.

3. **ACADEMIC AND STUDENT AFFAIRS**

3.1 Academic Senate Reports

Mary Ann McGee, College Academic Senate Chair, also commended the forensics team. Ms. McGee indicated the two OCC students who took first place in Duo Interpretation read from a play written by Orchard Ridge faculty member, David James.

Senate is taking very seriously the College's response to the unprecedented economic changes we are facing. The Senate will continue to work with administration to achieve the quickest, most efficient response to this situation.

3.2 Student Reports

No report was presented.

3.3 Academic Initiatives

Interim Vice Chancellor Cathey Maze indicated that the College has developed flexibility in the winter schedule to accommodate displaced workers. There will be a proposal to hire eleven faculty members for late-starting classes, including four in biology, three in math, three in English, and one in construction management. These additional faculty recommendations will be presented at January Board of Trustees meeting.

4. **COLLEGE RESOURCES**

4.1 Personnel Recommendations

Trustee Davis **MOVED** to approve the personnel recommendations and Trustee Cunningham seconded.

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

NAYS: None

Motion Carried

The Board of Trustees approved the following personnel recommendations:

Faculty – Appointment – Erin L. Scott, Humanities Teaching Faculty – Studio Art; Faculty – Temporary Appointment – John C. Corbin, Humanities Teaching Faculty; Ed Houchen, Economic and Workforce Development Teaching Faculty; Peter M. Schade, Fine and Performing Arts Teaching Faculty – Graphic Design; Faculty – Recommendation for Unpaid Leave of Absence – Nahrein S. Atkinson, Counseling; Administrative Staff – Exempt – Extension of Interim Appointment – M. Cathey Maze, Academic and Student Affairs Interim Vice Chancellor; Administrative Staff – Non-Exempt – Appointment – Cynthia A. Roman, Nursing Director, Nursing and Health Professions and Technologies; Management Staff – Exempt – Appointment – Antuan J. Bell, Professional Development and Training Center Training Assistant; Management Staff – Non-Exempt – Interim Appointment – Robert T. Spann, Academic and Student Services, Interim Manager of Campus Academic Services; Management Staff – Non-Exempt – Status Change/Transfer – Jeffrey A. Ragle, Office of the President - Manager, Campus Facilities; Classified – Full-Time – Status Change/Transfer – Jen H. Liang, Business Office, Business Office Specialist; Classified – Full-Time – Status Change/Transfer – Regina D. Dunham, Enrollment Services, Student Services Specialist; Classified – Part-Time – Status Change/Transfer – Mary M. Thomas, Nursing Secretary; Separations – Scott D. Killian, Institutional Research Assistant, and Sharon A. Smith, Children’s Center Child Care Assistant.

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

CONSENT AGENDA – MAINTENANCE PROJECTS

Items 4.3.1 – 4.3.2 listed below on the Consent Agenda were enacted by one motion. No separate discussions of these items were requested.

Trustee Scott **MOVED** to approve items 4.3.1- 4.3.2 on the Consent Agenda – Maintenance Projects. Trustee Davis seconded.

AYES: Zimmerman, Cunningham, 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>
Low Voltage Lighting Control/Lighting Replacement - Campus Wide Royal Oak Campus OCC Project No. PF-RO08-010	\$1,111,600

- 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>
Asphalt Paving/Site Lighting Replacement Northeast Parking Lot Southfield Campus OCC Project No. PF-SF09-003	\$1,425,000

END OF CONSENT AGENDA – MAINTENANCE PROJECTS

- 4.3.3 Progress Report – Construction Projects

4.4 Contracts and Purchases

CONSENT AGENDA – CONTRACTS AND PURCHASES

Items 4.4.1 – 4.4.6 listed below on the Consent Agenda were enacted by one motion. No separate discussions of these items were requested.

Trustee Davis MOVED to approve items 4.4.1- 4.4.6 on the Consent Agenda – Contracts and Purchases. Trustee Cunningham seconded.

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

NAYS: None Motion Carried

4.4.1 Interpretive Sign Language Agreement College-Wide

The Board of Trustees approved the agreement with Deaf & Hearing impaired Services at an hourly rate of \$36.00/hr. for interpreting services to be provided through December 31, 2009.

4.4.2 Lighting Supplies College-Wide

The Board of Trustees authorized the purchase of lighting supplies from Gexpro through December 31, 2009, at a cost not to exceed \$42,000.

4.4.3 Technology Enhanced Classrooms
College-Wide

The Board of Trustees authorized the purchase of technology enhanced classroom systems from National Satellite at a cost not to exceed \$13,978 per standard system through December 31, 2009.

4.4.4 Microsoft Campus License Agreement
College-Wide

The Board of Trustees authorized the purchase of a three year Microsoft Campus License Agreement from Dell Corporation at a cost not to exceed \$256,115.

4.4.5 S3 Entertainment Group LLC
Economic and Workforce Development

The Board of Trustees approved a contract with S3 Entertainment Group LLC at a cost not to exceed \$1,250/student for training delivered through June 30, 2009.

4.4.6 Advanced Police Simulations Training
Oakland Police Academy
Auburn Hills Campus

The Board of Trustees approved an agreement with General Dynamics OTS to provide scenario based training at a cost not to exceed \$33,000 through December.

END OF CONSENT AGENDA – CONTRACTS AND PURCHASES

5 UNFINISHED BUSINESS

5.1 Higher Learning Commission Action Plan/Selecting Consultant

Chancellor Meyer asked that this item be placed on the January agenda.

Trustee Ritter asked if the Board was going to have the opportunity to be able to interview these consultants. Chancellor Meyer referred to the October 20, 2008 Board Meeting minutes wherein it was moved by Trustee Kuhn, seconded by Trustee Davis, and approved by all Board members that the administration would return to the Board with a recommendation for selecting a consultant.

5.2 Establishing a Date for Election of Officers/Organizational Meeting

Trustee Scott MOVED and Trustee Ritter seconded to schedule the Election of Officers/Organizational Meeting for Monday, January 5, 2009, at 6:00 p.m.

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

NAYS:

Motion Carried

6 NEW BUSINESS

6.1 Board of Trustees Chancellor Evaluation Instrument 2008-09

Trustee Scott MOVED and Trustee Ritter seconded to adopt the Chancellor Evaluation Instrument for 2008-09 as presented by the committee.

Trustee Abraham MOVED to table this item to the January Board Meeting when the new Trustees would be in attendance to provide their input. Trustee Davis indicated there was no reason to hold this up for another month. Trustee Scott indicated this document should be placed in the new Trustee orientation packet.

Trustee Abraham's motion was not seconded. A vote was taken on Trustee Scott's original motion.

AYES: Davis, Ritter, Scott

NAYS: Zimmerman, Abraham, Cunningham Motion Did Not Pass

6.2 Cancellation of Interim Executive Director of Student Services

Trustee Scott stated that the Executive Director of Student Services position is an important position. She indicated that student activities are very important – look at our school athletics and clubs. She also asserted keeping students interested in activities keeps them at the College.

Trustee Abraham stated that the Higher Learning Commission had problems with this Board because they got involved in items such as this. Trustee Davis addressed Trustee Scott and stated she felt the Board was micro-managing in this matter, but she would support Trustee Scott's motion.

Trustee Scott MOVED and Trustee Ritter seconded to postpone the cancellation of the Interim Executive Director of Student Affairs position until a new person is hired.

AYES: Davis, Ritter, Scott

NAYS: Zimmerman, Abraham, Cunningham Motion Failed

7 COMMUNITY COMMENTS

7.1 Board Member Reports and Comments Prior to addressing

Prior to addressing 7.1.1, Trustees Davis, Scott, Ritter, and Zimmerman wished everyone happy holidays, a merry Christmas and happy New Year. Trustee Ritter also thanked Trustees Abraham and Cunningham for their service on the Board.

7.1.1 Service Recognition of Outgoing Trustees

Chairperson Anna Zimmerman thanked fellow Board members Phil Abraham and Dale Cunningham for their time and dedication serving on the Board of Trustees for Oakland Community College, and presented them with plaques in recognition of their service.

7.2 Labor Organizations and Associations

No report was presented.

8 ADJOURNMENT

Chairperson Zimmerman adjourned the meeting at 7:45 p.m.

Respectfully submitted,

Cherie A. Foster

Date

Anna M. Zimmerman, Chairperson

Thomas E. Kuhn, Secretary