



**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
July 12, 2011
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 7:02 p.m. by Chair Kuhn.

1.2 Attendance

Present

Thomas Kuhn, Chair (departed 8:00 p.m.)

Daniel Kelly, Vice Chair

Pamala Davis, Secretary

Thomas Sullivan, Treasurer

Shirley Bryant, Trustee

Anna Zimmerman, Trustee

Absent

Sandra Ritter, Trustee

1.3 Approval of Agenda

Trustee Bryant MOVED to approve the agenda. Trustee Sullivan seconded.

Chair Kuhn called for the vote.

AYES: Bryant, Davis, Kelly, Kuhn, Sullivan, Zimmerman

NAYS: None

Motion Carried

1.4 Public Comments/Petitions

None

1.5 Student Presentation

None

1.6 Approval of Board Meeting Minutes

1.6.1 Approval of June 21, 2011 Special Board Meeting Minutes

Trustee Davis MOVED to accept the minutes of the June 21, 2011 special board meeting. Trustee Sullivan seconded.

AYES: Bryant, Davis, Kelly, Kuhn, Sullivan, Zimmerman

NAYS: None Motion Carried

1.6.2 Approval of June 21, 2011 Regular Board Meeting Minutes

Trustee Davis MOVED to accept the minutes of the June 21, 2011 regular board meeting. Trustee Bryant seconded.

AYES: Bryant, Davis, Kelly, Kuhn, Sullivan, Zimmerman

NAYS: None Motion Carried

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

None

2.2 Staff Reports

Interim Chief Strategic Development Officer Sharon Miller spoke about OCC's recent marketing and community relations campaign, "Community is our Middle Name." The plan focuses on community relations and is geared toward taxpayers, business and industry, potential partners, government, donors, and grantors. Ms. Miller discussed OCC's strategic and tactical marketing goals and how they will be measured.

2.3 Introduction of New Staff

President Patricia Dolly introduced Dawn Young, a new faculty employee in the Business and Finance Department at Auburn Hills Campus.

President Steve Reif introduced two new employees at the RO/SF Campus: Dr. Mary Thomas, counselor, and Deron Burgess, superintendent with Operations and Maintenance.

3. ACADEMIC AND STUDENT AFFAIRS

3.1 Academic Senate Reports

None

3.2 Student Reports

None

3.3 Academic Initiatives

Vice Chancellor Richard Holcomb introduced Auburn Hills President Patricia Dolly, who is OCC's champion for Achieving the Dream (AtD). Dr. Dolly stated the focus of AtD is on student success and purpose to improve student outcomes and reduce achievement gaps based on five indicators: 1) completion of developmental courses and progression to credit-bearing courses; 2) completion of gatekeeper courses, particularly first college-level or degree-credit courses in Math and English; 3) completion of attempted courses with a "C" or better; 4) persistence from term-to-term and year-to-year; and 5) attainment of credentials.

Dr. Dolly introduced her core team who then addressed the college-wide interventions: "Math Boost," "English Boost," mandatory orientation for developmental English, "Learning Communities" for academic readiness, and measuring student attitudes.

The Board's role in AtD, Dr. Dolly pointed out, is committed leadership: actively supporting efforts to improve student success, not just to increase enrollments; commitment to achieving equity in student outcomes across racial, ethnic, and income groups; and demonstrating a willingness to make changes in policies, programs, and resource allocations to improve student success.

4. COLLEGE RESOURCES

4.1 Personnel Monitoring Report

4.1.1 The Board of Trustees reviewed the Personnel Monitoring Report.

4.1.2 Faculty Recommendations

None

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

Vice Chancellor Clarence Brantley advised the Board they received the unaudited general fund budget status report as of June 30, 2011. Controller Gail Pitts is currently working with the auditors on the 2010-11 fiscal year audit.

Trustee Sullivan asked with the increase in pension contributions and the decrease in enrollment if OCC will be short in its budget projection. Mr. Brantley responded the enrollment for the first semester of the new fiscal year declined by 10.3 percent compared to last year. Only a 2 percent decrease was budgeted. Overall, tuition and fees revenue was down last year by approximately \$3 million. Property tax revenue was slightly higher than originally projected.

Trustee Sullivan inquired about vehicle rolling stock. Mr. Brantley responded this item consists of public safety vehicles, maintenance vehicles, snow removal vehicles, etc. Trustee Sullivan asked why there is no transfer amount. Mr. Brantley responded from a depreciation standpoint we set aside money to replace this equipment, but at this time cannot afford to transfer any money from the general fund budget due to the reduction in revenue.

4.2.3 Purchasing Monitoring Reports

Dr. Meyer informed the Board the purchasing monitoring reports provided in their meeting packets are required to be distributed to the Board on a quarterly basis per policy 3.4.2. There were no questions from the Board regarding the reports.

4.3 College Facilities

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

4.4 Contracts and Purchases

4.4.1 Crain's Communications, Inc. College-Wide

Dr. Meyer addressed this item specifically as there are different interpretations whether it is required to come before the Board for approval. He referenced a Bid Exemption document submitted to the Board by Mr. Brantley wherein advertising (print ads, radio spots, etc.) is exempt from the bid process. It is a gray area whether this item requires Board approval, so Dr. Meyer felt it best to bring it before the Board.

Trustee Bryant MOVED for the Board of Trustees to approve the use of Crain Communications, Inc. for advertising in *Crain's Detroit Business* at a cost not to exceed \$105,693. Trustee Sullivan seconded.

Trustee Sullivan suggested the Board may wish to consider raising the authority limits for purchasing.

AYES: Bryant, Davis, Kelly, Kuhn, Sullivan, Zimmerman

NAYS: None

Motion Carried

CONSENT CALENDAR – CONTRACTS AND PURCHASES

Items 4.4.2 to 4.4.4 listed below on the Consent Calendar – Contracts and Purchases were enacted by one motion. No separate discussions of these items were requested.

Trustee Davis MOVED to approve items 4.4.2 to 4.4.4 on the Consent Calendar - Contracts and Purchases. Trustee Kelly seconded.

AYES: Bryant, Davis, Kelly, Kuhn, Sullivan, Zimmerman

NAYS: None Motion Carried

4.4.2 Learning Management System College-Wide

The Board of Trustees approved a contract with Desire2Learn, Ltd. for 36 months at an annual cost not to exceed \$439,580.

4.4.3 Trainers and Training Services Economic and Workforce Development

The Board of Trustees approved the use of Educated Business Resource Corporation at a subcontracting mark-up not to exceed 6.5 percent for trainers and training services delivered through June 30, 2012.

4.4.4 Amendment No. 1 (Board approved on 4/18/11) Contract with New Horizons Economic and Workforce Development

The Board of Trustees approved a contract with New Horizons for training services at a cost not to exceed \$250,000 for training delivered through June 30, 2011.

END OF CONSENT CALENDAR – CONTRACTS AND PURCHASES

5 UNFINISHED BUSINESS

5.1 Proclamation to Designate March 19th as “Founder’s Day” in the Official College Calendar

Trustee Bryant MOVED to designate March 19th, George R. Mosher’s birthday, as Founder’s Day on OCC’s official calendar in recognition of Mr. Mosher and his Charter Board colleagues – Earl M. Anderson, Frederick A. Chapman, Vernon M. Fitch, David W. Hackett, and Lila Jones Johnson, who all played an essential role in the founding of Oakland Community College 47 years ago. Trustee Sullivan seconded.

AYES: Bryant, Davis, Kelly, Kuhn, Sullivan, Zimmerman

NAYS: Motion Carried

6 NEW BUSINESS

6.1 None

7 COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Trustee Davis commended Dr. Meyer on his interview and article appearing in *The Oakland Press* [7/5/11] regarding the community college baccalaureate.

7.2 Organizations and Associations

None

Trustee Davis MOVED to go into Closed Session for the purpose of an update on labor negotiations. Trustee Bryant seconded.

Chair Kuhn requested a roll call be taken at 8:00 p.m. to go into closed session for the purpose of receiving an update on labor negotiations.

AYES: Bryant, Davis, Kelly, Kuhn, Sullivan, Zimmerman

NAYS: None Motion Carried

The Board of Trustees returned to open session after adjournment of the closed session at 8:11 p.m.

7.3 OCC and Oakland Community College Faculty Association (OCCFA) Faculty Bargaining Unit Labor Agreement

Trustee Bryant MOVED the Board of Trustees approve the agreement for a new Oakland Community College Faculty collective bargaining agreement covering the period of September 1, 2011 through August 31, 2012. Trustee Sullivan seconded.

AYES: Bryant, Davis, Kelly, Kuhn, Sullivan, Zimmerman

NAYS: None Motion Carried

8 ADJOURNMENT

Trustee Bryant MOVED to adjourn the meeting, and Trustee Sullivan seconded.

AYES: Bryant, Davis, Kelly, Sullivan, Zimmerman

NAYS: None Motion Carried

Vice Chair Kelly adjourned the meeting at 8:13 p.m.

Respectfully submitted,

Cherie A. Foster

Date

Thomas Kuhn, Chair

Pamala M. Davis, Secretary