



**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
February 26, 2013
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 7:11 p.m. by Chair Kelly.

1.2 Attendance

Present

Shirley Bryant
Daniel Kelly, Chair
Christine O'Sullivan
Thomas Sullivan, Vice Chair

Absent

Pamala Davis, Secretary
Thomas Kuhn, Treasurer
Sandra Ritter

1.3 Approval of Agenda

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

AYES: Bryant, Kelly, O'Sullivan, Sullivan

NAYS: None

Motion Carried

1.4 Public Comments/Petitions – None

1.5 Student Presentation – None

1.6 Approval of January Minutes

1.6.1 Review of January 22, 2013 Special Meeting Minutes

Trustee Sullivan MOVED to accept the minutes of the January 22, 2013 special Board meeting. Trustee Bryant seconded.

AYES: Bryant, Kelly, O'Sullivan, Sullivan

NAYS: None Motion Carried

1.6.2 Review of January 22, 2013 Regular Meeting Minutes

Trustee Bryant MOVED to accept the minutes of the January 22, 2013 regular Board meeting. Trustee Sullivan seconded.

AYES: Bryant, Kelly, O'Sullivan, Sullivan

NAYS: None Motion Carried

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

Dr. Meyer notified the Board OCC's CSI Ice Carving Team participated in competitions at Holland, Plymouth, Frankenmuth, Warren, Utica, and Medina, Ohio. Accordingly, they won two team and one individual 1st place prizes; two team and one individual 2nd place prizes, and three 3rd place individual prizes.

Dr. Meyer also advised the Board March 19th is Founders' Day at OCC and George Mosher's 92nd birthday. To acknowledge the day, students and employees are encouraged to engage in community service, with awards to be distributed to those who volunteered the most hours. As March 19th also is a Board meeting day, Dr. Meyer plans to invite Mr. Mosher to attend the Board meeting to recognize this special day.

2.2 Staff Reports – "Enrollment" –

Dr. Richard Holcomb, Vice Chancellor of Academic and Student Affairs

Dr. Holcomb reported the following regarding OCC's Winter 2013 enrollment:

- Winter Headcount One-Tenth Day of Session – 2013 was 27,017, with our highest headcounts recorded in 2011 at 29,391.
- Winter Credit Hours One-Tenth Day of Session – 2013 was 226,192.00, with our highest credit hour counts recorded in 2010 at 252,031.50.
- Headcount by Campus with the highest enrollment was Auburn Hills, followed by Orchard Ridge, Royal Oak, Highland Lakes, and Southfield.
- For the past five years, the following programs have had the highest numbers of enrolled students: Nursing, General Studies, Liberal Arts, Business Administration, and Science.

2.3 Introduction of New Staff - None

3. ACADEMIC AND STUDENT AFFAIRS

3.1 Academic Senate Reports – College Academic Senate Chair Shawn Dry – No report

3.2 Student Reports – No report

3.3 Academic Initiatives - “Directing Resources to Student Learning – Part II”

Due to the wintry weather conditions, Dr. Meyer opted to defer his report until another meeting.

4. COLLEGE RESOURCES

4.1 Personnel Monitoring Report

4.1.1 The Board of Trustees reviewed the revised 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

The Board of Trustees had no questions regarding the General Fund Budget Status Report.

4.3 College Facilities

4.3.1 Water Damage Restoration

MTEC

Auburn Hills Campus

OCC Project No. PF-AH12-025

The water damage restoration at the MTEC Building at the Auburn Hills Campus was an emergency deferred maintenance/restoration project that was performed in order to restore the facility as quickly as possible and further ensure a quality learning environment for students, faculty and staff. The College was reimbursed 100 percent for the project by MCCRMA, and it came before the Board as an information item.

4.3.2 Automatic Door Operations
Buildings A, B, C, D, F, G, J, L and M
Orchard Ridge Campus
OCC Project No. PF-OR12-007

Trustee Bryant MOVED to grant authority to the College's Construction Manager, George W. Auch Company, to enter into a construction contract for the following project:

Automatic Door Operations
Buildings A, B, C, D, F, G, J, L and M
Orchard Ridge Campus
OCC Project No. PF-OR12-007

Trustee Sullivan seconded.

AYES: Bryant, Kelly, O'Sullivan, Sullivan

NAYS: None Motion Carried

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

4.4 Contracts and Purchases - None

5. UNFINISHED BUSINESS

5.1 Audit Policy 3.7.2 and Audit Committee Charter (Second Readings)

Trustee Bryant MOVED to approve the second reading of the proposed new language for Board Policy 3.7.2 – Audit. Trustee Sullivan seconded.

AYES: Bryant, Kelly, O'Sullivan, Sullivan

NAYS: None Motion Carried

Trustee Bryant MOVED to approve the second reading of the proposed new Audit Committee Charter. Trustee Sullivan seconded.

Trustee Sullivan noted an amendment to the Audit Charter by removing the third bullet point on page 2 "Reviews the IRS Form 990-T annually, if applicable, prior to submission;" and agreed the phrase "...and the IRS Form 990-T" also be stricken from page 3 under the Meetings heading.

With these two amendments, Chair Kelly asked for the vote:

AYES: Bryant, Kelly, O'Sullivan, Sullivan

NAYS: None

Motion Carried

6. NEW BUSINESS – None

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments – No comments

7.2 Organizations and Associations – No comments

8. ADJOURNMENT

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

AYES: Bryant, Kelly, O'Sullivan, Sullivan

NAYS: None

Motion Carried

Chair Kelly adjourned the meeting at 7:31 p.m.

Cherie A. Foster

Date

Daniel J. Kelly, Chair