



**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
May 19, 2015  
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 7:18 p.m. by Chair Sullivan.

1.2 Attendance

Present

Thomas Sullivan, Chair  
Shirley Bryant, Vice Chair  
Pamala Davis, Secretary  
John McCulloch, Treasurer  
Daniel Kelly, Trustee  
Thomas Kuhn, Trustee

Absent

Christine O'Sullivan, Trustee

Guest

Brian Quinn, PFM Group

1.3 Approval of Agenda

Trustee Kuhn MOVED to approve the agenda. Trustee Kelly seconded.

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

NAYS: None

Motion Carried

1.4 Approval of Board Minutes

1.4.1 Review of February 17, 2015 Regular Meeting Minutes

Trustee Kelly MOVED to approve the February 17, 2015 Regular Meeting Minutes. Trustee Davis seconded.

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

NAYS: None Motion Carried

1.4.2 Review of March 18, 2015 Special Meeting Minutes

Trustee Bryant MOVED to approve the March 18, 2015 Special Meeting Minutes. Trustee Davis seconded.

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

NAYS: None Motion Carried

1.4.3 Review of March 26, 2015 Special Meeting Minutes

Trustee Bryant MOVED to approve the March 26, 2015 Special Meeting Minutes. Trustee McCulloch seconded.

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

NAYS: None Motion Carried

1.4.4 Review of April 13, 2015 Special Meeting Minutes

Trustee Kelly MOVED to approve the April 13, 2015 Special Meeting Minutes. Trustee Bryant seconded.

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

NAYS: None Motion Carried

1.4.5 Review of May 6, 2015 Special Meeting Minutes

Trustee McCulloch MOVED to approve the May 6, 2015 Special Meeting Minutes. Trustee Davis seconded.

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

NAYS: None Motion Carried

1.5 Public Comments

Due to the number of people speaking under public comments, Chair Sullivan MOVED to limit the comments from five to three minutes. Trustee Davis seconded.

AYES: Bryant, Davis, McCulloch, Sullivan

NAYS: Kelly, Kuhn

Motion Carried

Eleven individuals addressed the Board. Topics discussed included the Orchard Ridge Campus pool closing and the fitness center, the Womencenter, enrollment, the Culinary Department, the Forensics Team, marketing, and registration.

#### 1.6 Academic Senate Report –

Academic Senate Chair Shawn Dry reviewed a presentation regarding an April 23rd Senate Resolution stating the College Chair informs the Board of Trustees of the Academic Senate's disagreement with the Administration's position and actions on shared governance. He stated the Board should care because this may have an impact on accreditation for OCC based on Senate recommendations to the Higher Learning Commission. Mr. Dry stated their reports on these particular criteria will include struggles, conflicts, and problems related to shared governance. If these matters are fixed by 2018, the Senate will be able to report there was a crisis with shared governance, but they weathered it.

Trustee McCulloch stated the tone of the Senate report almost comes across as a threat to put OCC's accreditation in jeopardy. Mr. Dry replied he is informing the Board the accreditation process includes an evaluation of the shared governance environment.

Trustee McCulloch inquired of Mr. Dry if his implication of shared governance is to the liking of the Senate as opposed to figuring the roles and responsibilities of the Senate and Administration. Mr. Dry said there has been a long-standing conversation in this regard. Trustee McCulloch suggested these discussions should continue.

Trustee McCulloch inquired how many other community colleges have a Senate. Mr. Dry responded he believed quite a few. Trustee McCulloch inquired how many out of the 28 community colleges in Michigan. Mr. Dry responded he doesn't know the answer as he doesn't work at those other community colleges. Trustee McCulloch asked if this is the norm or are there other ways to accomplish what the Senate does here.

Regarding full College-employee involvement at Senate meetings, Trustee McCulloch asked if there was a way to provide options, such as offering meeting times off-hours to enable others to attend. Mr. Dry clarified Trustee McCulloch's statement about the Senate asking employees of the College to attend a meeting that occurs outside of their work hours. Trustee McCulloch answered it is no different than this volunteer Board.

Trustee McCulloch asked if the Senate has a budget, and Mr. Dry replied no. Trustee McCulloch asked Mr. Dry if he was paid an additional amount for chairing the Senate. Mr. Dry responded there is compensation for the chairs of the standing committees and

for himself as the Senate chair. Trustee McCulloch confirmed there must be a budget. Mr. Dry said it is not a Senate budget, but he assumes it comes out of the OCC budget.

Chair Sullivan noted the Board sanctioned a comprehensive review through the CBT report, and all members of the college community had input into the information provided to CBT. He suggested Administration and faculty follow the recommendations in the CBT report.

Trustee McCulloch indicated he is not familiar with that report. Dr. Meyer replied it was a comprehensive review of Oakland Community College by a group of community college professionals. The series of CBT reports on InfoMart identify a number of aspects including recommendations for the College's Senate. Trustee McCulloch asked after the CBT reports were released if there were discussions on the role of the Senate. Dr. Meyer replied each group talked about their concept, but it hasn't been fully discussed and settled on. Mr. Dry stated the Senate made numerous efforts to get together with Administration.

#### 1.7 Labor Organizations and Associations

OCCFA President Mary Ann McGee noted the College is entering the bargaining season. From information obtained from the May 6 budget workshop, Ms. McGee asked the Board to consider remaining with an 80/20 split for health care costs as opposed to the hard cap presented at the workshop. She also noted many faculty members were very disappointed with the closing of the Womencenter.

## 2. CHANCELLOR'S REPORT

### 2.1 Chancellor's Comments

Dr. Meyer addressed the decommissioning of the pool at the Orchard Ridge Campus. This decision was made on concerns for public safety from an engineering report. There are some classes associated with the pool, as well as community members who make use of it. There were structural issues with the pool for a very long time. Dr. Meyer and several members of the Board took the opportunity to personally look at the pool. Repair of the pool would require \$5.5 to \$6 million. Because of the existing site conditions, a new location was recommended, which would also require a new building for an estimated \$10 to \$15 million. Removal of the pool will cost about \$1.5 million. Considering the operating deficit, a new pool is not feasible.

Trustee Bryant stated she and Chair Sullivan visited the H Building and noted the pool is extremely dangerous. Dr. Meyer clarified the millage in the mid 90's was on infrastructure. We spent almost \$200 million dollars over that ten-year period repairing infrastructure and have honored our commitment. We also went through another millage in 2010 where we asked the community to operationally support us. We have yet to address the façade at the Royal Oak Campus that will run approximately

\$8.5 million. That's why Mr. Provenzano, Vice Chancellor of Administrative Services, designated \$15 million a year to tend to our infrastructure.

Dr. Meyer noted there are other alternatives to OCC's pool: Costik, YMCA, and Cranbrook are just some of the other options available to the community.

Dr. Meyer addressed the Senate presentation, specifically the Senate changes via Cabinet Decisions slide, noting the District Office Campus Senate. Mr. Provenzano and Ms. Miller, Vice Chancellor of External Affairs, co-chair the District Office's community assembly. Dr. Meyer purposely does not involve himself so there is not a level of bias from one community assembly to another. Vice Chancellor of External Affairs Sharon Miller said when District Office held its community assembly, attendance doubled from the Campus Senate structure. (There's a much greater representation of all employee groups and the agenda is quite robust.) Substantive issues, set by the assembly itself, are brought forward and discussed. Ms. Miller feels it has enhanced communication greatly at District Office. It is not a body that feeds into the Senate because the Senate is an academic body and the District Office deals with broader administrative issues.

So as to the idea that District Office willfully eliminated the Campus Senate, Dr. Meyer stated we have created a community assembly where the participants strike the agenda, and it is a more democratic process because there is no election and each individual represents themselves.

As to the matter of banning attendance, Dr. Meyer stated we have assigned the College Senate individuals who have direct responsibility related to their recommendations, such as the Vice Chancellor of Academic Affairs. As to the idea of no staff or administrators currently on the Senate, looking at the College Senate meetings pre-fall 2013, there were eight faculty, two administrators, two staff, and two students. Dr. Meyer noted if it was truly a fair process, it would be the same number of each employee faction representing the entire College.

Dr. Meyer asked Dr. Sherwood if just the Senate committees would be sufficient for accreditation. Dr. Sherwood responded it would. Dr. Meyer said the Senate committees do great work which we honor and are required under the Higher Learning Commission's concept of the role of faculty in relating to accreditation.

He continued when we talk about participatory governance, we should consider the entire College. One example of this is the budget process. We involve the entire College community extensively in the budget process by developing forecasts, going to each campus and talking about the forecast, collectively putting the budget together, and bringing it to the community and public Board meetings. Dr. Meyer suggested the 'whole' concept of shared governance also represents the external community because they are the owner of this organization.

When specifically talking about shared governance, Dr. Meyer addressed the Educational Master Plan. The plan was designed with faculty input. Under the EMP on InfoMart under the Developmental Education Objective, there is a listing of the entire faculty who are directly involved in this objective. The EMP is the guiding academic document for this organization. The idea there is an elimination or restriction around community input, especially faculty or internal, needs to be taken into consideration when we look at the different committees and involvement of the entire College community. You can look at any of the EMP's objectives and see there is extensive faculty involvement in guiding the direction of this organization.

Dr. Meyer turned over the floor to Ms. Miller to address the decision regarding the Womencenter. Ms. Miller noted the entire Cabinet was involved in making the decision to close the Womencenter in terms of budgetary concerns. Ms. Miller addressed the comment previously made that the amount saved would be only \$1,500. She clarified by eliminating the position it would be a cost savings in salary and benefits of over \$100,000. Ms. Frank accepted a position that was currently vacant and needed to be filled, so the salary for that position was already budgeted.

Ms. Miller stated is very difficult to make these decisions. Administration had to look at the direct relevance to the core mission of the College, which is education. Cabinet also considered the availability of similar services in community-based and in-service agencies in the area. We considered the impact of services based on the total enrollment. When a high-touch environment is put in place for all students, we have to look at the numbers we deal with each year. Each semester in excess of 20,000 students attend this institution and all merit similar high-touch services. Looking at it through that lens, it is difficult to rationalize maintaining the Womencenter. Ms. Miller confirmed there is no criticism of the services provided or the value of the services of the Womencenter; they have been important over the years. It is also important to note as the College and community have evolved, we now have a BART system in place, which is the Behavioral Assessment Review Team, so if someone is troubled or has a concern they have some place to go. We did not have this back in 1979. We also have the Violence Against Women's Act, which you will be hearing about this policy later in the meeting. OCC also has relationships with human service agencies, so we personally know the people at the agencies we are making referrals to.

Trustee Bryant noted she was contacted by several women's organizations and stated some of the things they talked about that will be discontinued. She's also concerned about the 17 percent in declining enrollment and feels the Board needs to hear more about that.

Dr. Meyer reported on the Economic Outlook Luncheon held on April 30, 2015 at the Troy Marriott Hotel. OCC's reception celebrated our 50th anniversary and spotlighted our community partnerships. Nicole VanHaren, Director of Endpoint Infrastructure at Kelly Services and an OCC alum, presented a great tribute to the College's role in the community over the last 50 years and partnerships with Kelly Services through the

years. County Executive Brooks Patterson also presented a proclamation honoring the 50th Anniversary of the College.

However, the message relayed at the event is what is important. The job growth for Oakland County in 2009 fell off the cliff losing almost 60,000 jobs in one year. Years 2011 and 2012 were rebound years and additional jobs created in 2011 were 24,412 and 2012 were 24,865. Jobs are predicted to grow even into 2016 and 2017. Oakland County is creating new jobs and coming back to a pre-recession employment pattern. Trustee McCulloch said one of the stats discussed earlier is we dropped 17 percent in enrollment. Did that mean in the peak recession OCC was growing dramatically higher than everyone else? Dr. Meyer said yes.

Dr. Meyer noted Excellence Day was held April 24, 2015 at the Orchard Ridge Campus celebrating the Outstanding Employee, Faculty member and Adjunct Faculty member from each campus, as well as the 2015 recipients of Emeritus Status.

Another event Dr. Meyer reported on was the April 30, 2015 Nursing Pinning Ceremony, where 183 Associate Degree graduates and 7 modified career ladder/practical nursing students were recognized.

Dr. Meyer stated a Stand4Change Rally was held at the Orchard Ridge Campus on May 1st. This anti-bullying rally attracted hundreds of high school students. Almost four million high school students participated in rallies across the country.

Dr. Meyer continued Dr. Cynthia Roman, President of the Highland Lakes Campus, received a plaque from Waterford Township Supervisor Gary Wall, honoring OCC Highland Lakes Campus on its 50 years in Waterford.

2.2 Staff Report – None

2.3 Introduction of New Staff - None

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

3.1 Student Report – None

3.2 Academic Initiatives – None

### **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

Trustee Bryant MOVED to approve the revised faculty recommendations. Trustee McCulloch seconded.

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

NAYS: None Motion Carried

#### 4.2 Business and Finance

##### 4.2.1 General Fund Budget Quarterly Report

There were no questions regarding the General Fund Budget Quarterly Report.

##### 4.2.2 2015-2016 Tax Levy of Operating Millage

Trustee Kelly MOVED the Board of Trustees adopt the resolution to levy the maximum annual tax rate and authorize the Vice Chancellor of Administrative Services to notify the proper assessing office of each municipality to effectuate compliance with this resolution. Trustee Bryant seconded.

Vice Chancellor of Administrative Services Peter Provenzano addressed questions from the Board regarding a rollback in our forecast.

A roll call vote was taken:

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

NAYS: None Motion Carried

##### 4.2.3 2015-2016 Tuition Rates

Trustee McCulloch MOVED to adopt the following tuition rates effective for the fall, 2015 semester:

\$ 88.00 per credit hour for in-district students (7% increase)

\$171.00 per credit hour for out-of-district students (11% increase)

\$240.00 per credit hour for out-of-state students (11% increase)

Trustee Davis seconded.

Trustees commented on the 7/11/11 percent tuition proposal and the need for a better approach moving forward. It was requested the Board be provided data to review regarding other community college tuition rates, as well as any other



information to assist the Board in preparing a long-term policy regarding tuition. It is the Board's goal to have this policy completed by November.

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

NAYS: None Motion Carried

#### 4.2.4 Revision of Board Policy 1.3.4 Treasurer (First Reading)

Trustee Bryant MOVED to approve the first reading to revise policy 1.3.4 Treasurer. Trustee Sullivan seconded.

Trustee Kuhn suggested this policy be reviewed by legal counsel.

Trustee Kuhn MOVED to amend the policy under the second point to read "Facilitates" rather than "Manage." Trustee McCulloch seconded.

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

NAYS: None Motion Carried

A vote took place on the original motion with the word change:

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

NAYS: None Motion Carried

#### 4.2.5 Board of Trustees Investment Policy 3.10 (First Reading)

Trustee Kelly MOVED to approve the first reading of the Board of Trustees Investment Policy 3.10. Chair Sullivan seconded.

Mr. Provenzano introduced Mr. Brian Quinn, Director at PFM Asset Management, LLC. PFM was approved by the Board as the College's investment firm. Mr. Quinn presented a PP presentation to the Board outlining their transition plan for OCC, the investment policy development, and future considerations and remaining steps.

Trustee Kuhn requested a red-lined copy of the policy changes.

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

NAYS: None Motion Carried

4.2.6 Board of Trustees Financial Reserves and Designation of Funds Policy  
(First Reading)

Trustee McCulloch MOVED to approve the first reading of the Board of Trustees Financial Reserves and Designation of Funds Policy. Trustee Bryant seconded.

Trustee Kuhn requested this policy be reviewed by our legal counsel.

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

NAYS: None Motion Carried

4.3 College Facilities Quarterly Report

There were no questions regarding the College Facilities Quarterly Report.

4.4 Information Technology Quarterly Report

There were no questions regarding the IT Quarterly Report.

4.5 Contracts and Purchases

Trustee Kuhn requested items 4.5.3, 4.5.4, and 4.5.5 be removed from the Consent Agenda for further discussion.

**CONSENT CALENDAR – CONTRACTS AND PURCHASES**

Items 4.5.1 to 4.5.2 listed below on the Consent Calendar – Contracts and Purchases were enacted by one motion. No separate discussions of these items were requested.

Trustee Kelly MOVED to approve items 4.5.1 to 4.5.2 on the Consent Calendar - Contracts and Purchases. Trustee Kuhn seconded.

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

NAYS: None Motion Carried

4.5.1 Corax Business Solutions  
Economic and Workforce Development

The Board of Trustees approved the use of Corax Business Solutions for training services at a cost not to exceed \$60,000 for training delivered through June 30, 2015.

4.5.2 ETAS, Inc.  
Economic and Workforce Development

The Board of Trustees approved the use of ETAS, Inc. for training services at a cost not to exceed \$135,000 for training delivered through June 30, 2015.

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

4.5.3 Lawn Mowing Equipment  
Facilities Department

Following a recommendation by Trustee McCulloch, Mr. Provenzano reported a used mower was purchased at a cost below the policy requirement for Board approval.

Trustee Kelly MOVED to remove item 4.5.3 Lawn Mowing Equipment from the agenda. Trustee Bryant seconded.

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

NAYS: None Motion Carried

4.5.4 Pool Decommission – Building H  
Orchard Ridge Campus

Trustee Kuhn MOVED for the Board of Trustees to grant authority to the College's Construction Manager, Barton Malow Company, to enter into a construction contract for the following project:

<u>Project Name</u>	<u>Projected Cost</u>
Pool Decommission Building H <u>Orchard Ridge Campus</u> OCC Project No. OR1415-007	\$1,500,000

Trustee McCulloch seconded.

Executive in Residence Richard Kolcz presented a report on the condition of the Orchard Ridge pool. Some of the major factors considered in decommission of the pool were safety and the cost to fix or replace it. Mr. Kolcz noted removal needs to be done slowly since ground water pressure may cause the surrounding structure to heave. Building H will be vacated while this work is being done. The cost of the project will be approximately \$1.5 million. Barton Malow will be

putting this project out to bid. Mr. Kolcz will oversee the project and work very closely with Barton Malow every step of the way.

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

NAYS: None Motion Carried

4.5.5 Student Loan Default Aversion Services  
Student Financial Resources Department

Trustee Kuhn MOVED the Board of Trustees approve a three-year agreement with the option to extend for an additional 12 months with Inceptia at an annual cost not to exceed \$130,000. Trustee Kelly seconded.

Vice Chancellor of Student Services Jackie Shadko provided an explanation of the student loan default management service. Federal regulations require institutions of higher learning to maintain a student loan default rate below 15 percent in order to obtain federal financial aid programs without federal restrictions. OCC is at 17.6 percent. The College is predicting these rates will continue to rise and could result in sanctions to OCC and possible termination in federal financial aid programs.

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

NAYS: None Motion Carried

**5. UNFINISHED BUSINESS - None**

**6. NEW BUSINESS**

6.1 New Board Policy 2.6.4 – Sexual Misconduct Prohibition (First Reading)

Trustee Bryant MOVED to approve the first reading of the new Board Policy and Procedure 2.6.4 – Sexual Misconduct Prohibition. Chair Sullivan seconded.

Attorney George Butler from Dickinson Wright, along with his team of Jeff Ammons and Carmen Dorris, provided an explanation of the policy and the benefit for OCC to adopt such a policy. Mr. Butler noted Dickinson Wright will provide policy-specific training.

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

NAYS: None Motion Passed

## 6.2 Oakland Community College Board of Trustees Resolution to Approve and Authorize the College's Collective Bargaining Teams

Trustee Bryant MOVED to approve and authorize the College's bargaining teams during the 2015 collective bargaining cycle as specified in the attached resolution. Trustee Kelly seconded.

Attorney Butler explained the advantages of the Board approving the collective bargaining teams. This action clearly establishes the exclusive authority in the teams to negotiate. Although considered, having a trustee on the negotiating team would create conflict, intimidate, and interfere with final approval. Mr. Butler stated he will serve as the intermediary to prevent the Board being lobbied during the process.

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

NAYS: None

Motion Passed

## 7. BOARD MEMBER REPORTS AND COMMENTS

Trustee Davis stated she was sorry for some of the changes made to long-standing programs. She noted, however, the Board has a fiscal responsibility to our taxpayers.

She continued she was disappointed to hear one of our laid-off employees was escorted out of the building by public safety. Sgt. Patrick Baldwin responded to Trustee Davis he assisted the employee by helping her pack and carry boxes to her car. He noted there was no negativity in these actions.

Trustee Davis inquired why we couldn't find jobs for these employees. Dr. Meyer noted the PDTC program was a duplication of efforts with our Economic Workforce and Development program. The College tries to manage work-force reduction through attrition, but it's not always possible.

Trustee Bryant reported she represented the Board at the Higher Learning Commission meeting regarding accreditation for online programming and distance learning. The HLC inquired if the Board was aware and supportive of these endeavors. Dr. Meyer stated the HLC was pleased with the integrity of their visit, and pointed out how we can be stronger and better.

Trustee Bryant continued she is uncomfortable with some of the changes made, but believes these are feelings we should be experiencing. What bothers her about these decisions, she stated, is we talk about community need, but how do we really know what the community needs. She inquired if we have done any polling, surveys, or focus groups. She stated community needs is a broad concept. Trustee Bryant went on to say she is very concerned with the closing of the Womencenter.

Regarding item 4.5.3. Lawn Mowing Equipment removed from the Consent Calendar, Trustee Kuhn inquired why the College is going from outsourcing the lawn cutting to have in-house staff perform the job. Mr. Provenzano stated we have staff available to do the work, so it will be a return on our investment.

Trustee McCulloch said to follow up on Trustee Bryant's concerns in alluding to the possibility of a survey or focus group, he raised concerns earlier about establishing a long-term policy on tuition and is concerned if the Board will have the information and analysis available to make those decisions. He believes this body is going to need some time to absorb that information and be ready to really dig into it in the fall. Trustee McCulloch expressed he is concerned with the timeline as well.

Chair Sullivan thanked everyone for their patience and participation in tonight's meeting.

## 8. ADJOURNMENT

Trustee Kelly MOVED to adjourn the meeting, and Trustee Davis seconded.

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

NAYS: None

Motion Carried

Chair Sullivan adjourned the meeting at 10:47 p.m.

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Cherie A. Foster

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Date

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Thomas P. Sullivan, Chair

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Pamala M. Davis, Secretary