



OAKLAND  
COMMUNITY  
COLLEGE

**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
July 15, 2002  
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 by Chairperson Simmons at 7:05 p.m., who welcomed all guests and staff members.

1.2 Attendance

Present

Janice Simmons, Chairperson  
John Wangler, Vice Chairperson  
Anne Scott, Secretary  
Phillip Abraham, Trustee  
Pamala Davis, Trustee  
Sandra Ritter, Trustee  
Judith Wiser, Trustee

1.3 Student Presentation

None

1.4 Review of Minutes

The minutes of the June 17, 2002, meeting were accepted without revision.

**2. CHANCELLOR'S REPORT**

2.1 Chancellor's Comments

- The Chancellor congratulated the new officers on the Board of Trustees.
- The Chancellor noted that the Board received in their packet last week a profile of the Chancellor for the last search, a digest of campus and outside community suggestions for a profile per the Board's request, measurable College planning goals per the Board's request, and a rationale for the SCT contract extension. He asked the Board to endorse the College goals this evening under old business.
- Revised Personnel Recommendations were placed at each Board member's chair.
- The College has worked diligently to fill vacancies. There are several faculty appointments on the Personnel Recommendations, and the Board will see more faculty appointments in the August Personnel Recommendations.
- Anne Scott has requested that a special Board meeting be held on Monday, July 29, and a closed session for the purpose of discussing labor negotiations.
- The CREST project's Chief's Inner Circle met on June 27, 2002, and the Chancellor noted that he will keep the Board apprised of this group's progress.
- There will be three staff reports this evening. Per the Board's request, Cheryl Kozell, Executive Director of Advancement (representing the Caponigro sub-committee), will offer a financial report on Caponigro's fundraising progress for CREST. Shelly Stahl of Karoub will offer an update on legislative activities, and Andrew Hillberry, Chief Information Officer, will offer a Datatel status report.
- There will not be an academic senate report this evening, a student update to the Board or an academic initiatives presentation.

## 2.2 Staff Reports

Cheryl Kozell, Executive Director of Advancement, reviewed the memo she sent to the Chancellor regarding the status of Caponigro fundraising efforts for CREST. She noted that of the \$213,348 private funds raised to date for CREST, 24% is due to Caponigro's efforts. The Chief's Inner Circle recently met and the College anticipates they will generate \$200,000 by the end of the summer. Changing the fee structure was discussed with Caponigro who felt it would be beneficial to bring in more fundraisers using their own funds. They have hired a well-known fundraiser at no additional cost to the College. Mrs. Kozell noted that

representatives of OCC and two police chiefs were very well received during a recent trip to Washington; however, federal monies may not be available until October or November. The College has lobbied every group who may filter the federal money. The Chancellor noted that we have also received an endorsement of the CREST project from Governor Engler.

Andrew Hillberry, Chief Information Officer, offered an update on DATATEL. Most recently, 500 faculty and 60 staff members were trained on entering grades into the system. Grade reports, class lists and refund checks have been successfully produced in the new system. He noted that an implementation contract manager's contract ended today and will not be extended. Mr. Hillberry also noted that he attended a conference last week which proved helpful in planning for the future of DATATEL.

### 2.3 Introduction of New Staff

Vice Chancellor Brantley introduced Melissa Hoxsey (DO) Accounting Supervisor. President Smydra introduced Michael Vollbach (RO/SF) History/Geography Faculty. President Callaghan introduced Margaret Cheryl Davis (OR) Financial Aid Secretary.

## 3. COLLEGE RESOURCES

### 3.1 Personnel Recommendations

Trustee Wisner MOVED to accept the Personnel Recommendations as revised.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Ritter, Wisner

NAYS: None Motion Carried

The faculty appointments of Jane Lloyd (HL) Mathematics Teaching Faculty, Joanne Roth (RO/SF) Mathematics Teaching Faculty, Lisa Durak (OR) Mathematics Teaching Faculty, Doug Mace (OR) Mathematics

Teaching Faculty, Camille Ziolek (OR) English Teaching Faculty; the classified appointment of Lindsey MacPherson (AH) Student Services Specialist; the classified/part-time appointment of Kathleen Pfahlert (HL) Student Services Specialist; and the maintenance appointment of William Walz (OR) Facility Technician was approved.

3.2 Business and Finance

3.2.1 Treasurer’s Report

The Board reviewed the Treasurer’s Report. Mr. Brantley noted that the growth in commercial property in Oakland County has been higher than originally anticipated thus generating increased revenue from property taxes. Trustee Wisner requested that the College supply the Board with a report of where commercial growth is anticipated in Oakland County prior to another tuition increase request. Mr. Brantley also reported that he will be meeting with staff of the House Fiscal Agency next week to review next year’s fiscal budget. Trustee Ritter requested a report on the outcome of the meeting.

3.2.2 General Fund Budget Status Report

The Board reviewed the General Fund Budget Status Report.

3.3 College Facilities

3.3.1 College-Wide Deferred Maintenance Project  
 Roof Replacement – Maintenance Building  
 Royal Oak Campus  
 OCC Project No. PF-RO03-001

Trustee Davis MOVED to grant authority to the George W. Auch Company for the purpose of entering into a construction contract for the following project:

<u>Cost</u>	<u>Project Name</u>	<u>Project</u>
	Roof Replacement-Maintenance Building	<i>Previously Approved Budget</i> \$47,000
	Royal Oak Campus	<i>Proposed Increase:</i> <u>\$11,641</u>
	OCC Project No. PF-RO03-001	<i>Revised Total Project Cost</i> <b>\$58,641</b>

Ritter, Wisner  
AYES: Simmons, Wangler, Scott, Abraham, Davis,

otion Carried  
NAYS: None M

Trustee Abraham requested that the College indicate the names of the bidders and their bids in the future.

3.3.2 College-Wide Deferred Maintenance Project

Fire Alarm System Upgrade/Replacement  
Orchard Ridge Campus  
OCC Project No. PF-OR03-007

Vice Chairperson Wangler MOVED to grant authority to the George W. Auch Company for the purpose of entering into a construction contract for the following project:

<u>Name</u>	<u>Project</u>	<u>Project Cost</u>	
Upgrade/Replacement	Fire Alarm System	\$1,562,600	
	Orchard Ridge Campus		
	OCC Project No. PF-OR03-007		

Ritter, Wisner  
AYES: Simmons, Wangler, Scott, Abraham, Davis,

otion Carried  
NAYS: None M

3.3.3 Permanent Easement Assignment

Dedicate Easement for Water Main Connecting to City Water Main  
Orchard Ridge Campus

Trustee Davis MOVED that the Board of Trustees: 1) consent to the assignment of the water main easement to the City of Farmington Hills, and 2) authorize administration to execute and deliver documents and agreements as necessary.

Wiser  
AYES: Simmons, Wangler, Scott, Abraham, Davis, Ritter,  
ion Carried  
NAYS: None Motion Carried

Trustee Ritter requested that the College provide the Board of Trustees with a report about the property at the Orchard Ridge campus containing the trees that are indigenous to Michigan. She is concerned that the approved easement might affect these trees.

### 3.3.4 Progress Report – Construction Projects

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

## 3.4 Contracts and Purchases

### 3.4.1 Extension of Agreement Between SCT Software and Resource Management Corporation and Oakland Community College

Trustee Davis MOVED that the Board of Trustees approve the extension of the current agreement with SCT Software and Resource Management Corporation for a period of two (2) years effective October 1, 2002, and authorize the administration, along with the College's attorney, to prepare and execute all appropriate documents.

Wiser  
AYES: Simmons, Wangler, Scott, Abraham, Davis, Ritter,  
ion Carried  
NAYS: None Motion Carried

## **CONSENT AGENDA**

Items 3.4.2 – 3.4.9 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 considered as the last item before Adjournment.

Trustee Davis MOVED to approve items 3.4.2 – 3.4.9 under consent agenda.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Ritter, Wisner

NAYS: None Moti  
on Carried

3.4.2 Affiliation Agreement  
Health Care Administration Program  
Royal Oak/Southfield Campus

The Board of Trustees approved the College entering into an agreement with North Oakland Medical Center of Pontiac, Michigan, and authorized the Chairperson to execute the agreement.

3.4.3 Affiliation Agreements  
MTEC PC User Support Technician Program  
Auburn Hills Campus

The Board of Trustees approved the College entering into an agreement with Kelly Services, Inc., of Troy, MI, TechTeam Global of Southfield, MI, Epitex Group of Southfield, MI, Chrysler Corporation of Centerline, MI, and Oakland County of Pontiac, MI; and authorized the Chairperson to execute the agreements.

3.4.4 Environmental Health and Safety

The Board of Trustees approved the contract with URS Corporation for compliance audit and program management assistance at a cost not to exceed \$75,000.

3.4.5 Microsoft Corporation  
Business Technology Center – Orchard Ridge

The Board of Trustees approved the purchase of instructional materials for the 2002-2003 fiscal year for the Microsoft Certified

System Engineering series of classes from Microsoft Corporation, at a cost not to exceed \$40,000.

3.4.6 Walter P. Chrysler Manufacturing Technology Academy  
Grant Project Management

The Board of Trustees approved a contract with MLC Management, Inc., at a cost not to exceed \$60,000 for project management of the MTA grant through June 30, 2003.

3.4.7 Contract with Lake Orion Community Schools  
Workforce Development Services

The Board of Trustees approved a modification of the contract with Lake Orion Community Schools in the amount of \$45,045 for the program year October 1, 2001, to September 30, 2002.

3.4.8 Contract with Motoman Robotec Corporation  
Workforce Development Services

The Board of Trustees approved a contract with Motoman Robotec Corporation, at a cost not to exceed \$32,000 for training and materials delivered through December 30, 2002.

3.4.9 Contract with Computer Horizons  
Workforce Development Services

The Board of Trustees approved a contract with Computer Horizons at a cost not to exceed \$50,000 for technical computer training through February 28, 2003.

**END OF CONSENT AGENDA**

**4. ACADEMIC AND STUDENT AFFAIRS**

4.1 Academic Senate Reports

None

4.2 Student Reports



None

4.3 Academic Initiatives

None

**5. OLD BUSINESS**

Trustee Ritter **MOVED** to accept the College goals and objectives for 2002-2007.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Ritter, Wisner

NAYS: None Motion Carried

Chairperson Simmons requested that the College staff share the information they received in Washington with Secretary Scott and Trustee Wisner, who Chairperson Simmons noted will continue to serve on a committee for CREST. Trustee Scott indicated that she would set up a meeting regarding the Washington trip.

**6. NEW BUSINESS**

6.1 Resolution Confirming Police Powers to Oakland Community College

Trustee Wangler **MOVED** that the Board of Trustees approve the Resolution Confirming Police Powers to Oakland Community College in accordance with the Community College Act (Act No. 31 of the Public Acts of 1966 and codified as MCL 389.1, et. Seq.), and authorized the Chairperson and Secretary to execute the Resolution.

A roll call vote was taken.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Ritter,

Wisner

otion Carried                      NAYS:                      None

M

**7.        COMMUNITY COMMENTS**

7.1        Board Member Reports and Comments

Vice Chairperson Wangler shared information with the Board of Trustees regarding the search for a Chancellor at the University of Michigan, and asked the Board to review the information prior to the next meeting.

7.2        Labor Organizations and Associations

None

7.3        Public Comments/Petitions

None

**8.        ADJOURNMENT**

Chairperson Simmons adjourned the meeting at 7:52 p.m.

Respectfully submitted,

\_\_\_\_\_  
Pamela Kramer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Janice Simmons, Chairperson

\_\_\_\_\_  
Anne Scott, Secretary