



OAKLAND
COMMUNITY
COLLEGE

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
September 23, 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 7:00 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

President May introduced Erin Suminski, President of the Student Nursing Association. Ms. Suminski presented information about the Association to the Board of Trustees including their mentoring program between second year and first year nursing students, their involvement in the Michigan Student Nursing Association and national conventions and their community service activities. She thanked the faculty and Dean Boulos for the time they have devoted to the association.

Chairperson Simmons commented that she is very proud of the students and also commended Dean Boulos and President May for their involvement. She requested that the nursing students' interests be represented at the ACCT conference.

1.4 Review of Minutes

1.4.1 The minutes of the July 29, 2002, special meeting were accepted without revision.

1.4.2 The minutes of the August 19, 2002, regular meeting were accepted without revision.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

- Chancellor Thompson noted that a revised agenda was mailed to the Board of Trustees. They also received supporting information for the added agenda item, 6.1.
- A memo discussing the two table arrangements was placed at each Board member's chair this evening. The Chancellor noted that the second layout would create additional expenses due to significant required changes.

Secretary Scott MOVED that the Board of Trustees accept plan one as the configuration for the Board Room seating.

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

otion Carried NAYS: None M

- Chancellor Thompson noted that there is an appointment on the personnel recommendations this evening for an Auburn Hills Campus President.
- The United Way campaign kicked-off last week and will run through the end of September.

- The Chancellor acknowledged Gail Pitts, Dan Stemmer, Darryl Wood and Jeffrey Ragle, who assisted with an emergency evacuation at District Office on Wednesday, September 18, 2002.
- Three interim deans are listed on the personnel papers this evening. The Chancellor noted that interim deans are appointed as the vacancies become available.
- Elizabeth Clements, Phi Theta Kappa representative from the Auburn Hills Campus, will offer a student update to the Board this evening.
- There will be two staff reports this evening: Clarence Brantley will discuss the new GASB reporting structure, and Andrew Hillberry will offer an update on Datatel.
- The Board of Trustees will discuss the Chancellor search this evening under new business.
- A Closed Session will be held this evening to discuss labor negotiations.

2.2 Staff Reports

Clarence Brantley noted that the transition to the GASB reporting requirement has been difficult. The deadline to submit the financial statements to Lansing is November. This evening, the Board of Trustees will be asked to approve a request for additional support in helping with this process. During the first week in November, state community colleges are meeting at OCC to discuss GASB reporting requirements.

Andrew Hillberry distributed and discussed information regarding Datatel. He noted that registration continues to go well. He and Clarence Brantley will meet with Trustee Abraham per his request to review information on Datatel costs and timelines. A financial aid module was recently added and went smoothly. Faculty load payments were determined using Datatel. Mr. Hillberry commended Diane Fisher, her team and the administrative specialists having done a “tremendous job implementing this module.” Finally, he noted that the first Datatel upgrade is scheduled for the end of March or early April.

2.3 Introduction of New Staff

Gordon May introduced Kathleen Pfalert (HL) Student Services Specialist. Ed Callaghan introduced Lisa Durak (OR) Mathematics Teaching Faculty and Doug Mace (OR) Mathematics Teaching Faculty.

3. COLLEGE RESOURCES

3.1 Personnel Recommendations

Trustee Scott MOVED to accept the Personnel Recommendations as presented.

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

NAYS: None Motion Carried

The recommendation for the faculty appointments of Vicki McNiff (OR) Counselor, Linda Sam (AH) Individualized Instruction Center Faculty; the faculty temporary appointment of Jack Peebles (AH) Economics & Political Science, and Rhonda Gaines (AH) Counselor; the administrative appointment of Sharon Blackman (AH) Campus President; the administrative temporary full-time appointments of Julius Brown (OR) Interim Dean of Academic and Student Services, James Berry (OR) Interim Dean of Academic and Student Services, and Debra Rowe (AH) Interim Dean of Academic and Student Services; the management staff appointment of Marikay Clancy (AH) Manager of Campus Academic Services, and Lloyd Crews (RO) Manager of Campus Academic Services; the management staff temporary appointment of Sue Armstrong (HL) Child Care Coordinator; and the public safety appointment of Neal Stuart (CW) Public Safety Officer was approved.

3.2 Business and Finance

3.2.1 Treasurer's Report

The Board reviewed the Treasurer's Report.

3.2.2 General Fund Budget Status Report

The Board reviewed the General Fund Budget Status Report.

3.3 College Facilities

CONSENT AGENDA

Items 3.3.1 – 3.3.4 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 Wangler MOVED to approve items 3.3.1 – 3.3.4 under consent agenda.

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

NAYS: None Moti
on Carried

3.3.1 College-Wide Deferred Maintenance Project
Clay Tile Roof Underlayment Replacement
Buildings A,B,C,D,E,F,G,J,K,L,M, Smith Theatre
and Pump House
Orchard Ridge Campus
OCC Project No. PF-OR03-010

The Board of Trustees granted authority to the George W. Auch Company for the purpose of entering into a construction contract for the following project:

<u>Project Cost</u>	<u>Project Name</u>	<u>Three-Year</u>
	Clay Tile Roof Underlayment Replacement Buildings A,B,C,D,E,F,G,J,K,L,M, Smith Theatre and Pump House Orchard Ridge Campus OCC Project No. PF-OR03-010	\$2,341,500

3.3.2 College-Wide Deferred Maintenance Project
Original Exterior Door Replacements
Buildings E,G,H,J,L,M

Orchard Ridge Campus
OCC Project No. PF-OR03-009

The Board of Trustees granted authority to the 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>
Original Exterior Door Replacements Buildings E,G,H,J,L,M Orchard Ridge Campus OCC Project No. PF-OR03-009	\$267,700

- 3.3.3 College-Wide Deferred Maintenance Project
Variable Air Volume (VAV) Design Modifications
First Floor, Woodland Hall
Highland Lakes Campus
OCC Project No. PF-HL03-006

The Board of Trustees granted authority to the 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>
Variable Air Volume (VAV) Design Modifications First Floor, Woodland Hall Highland Lakes Campus OCC Project No. PF-HL03-006	\$64,600

- 3.3.4 College-Wide Deferred Maintenance Project
Sanitary Sewer Line Investigation/Repair
Highland Lakes Campus
OCC Project No. PF-HL03-011

The Board of Trustees approved the emergency expenditure authorization of \$95,600 to the George W. Auch Company for providing remediation efforts at the Highland Lakes Campus.

3.3.5 Progress Report – Construction Projects

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

END OF CONSENT AGENDA

3.4 Contracts and Purchases

CONSENT AGENDA

Items 3.4.1 – 3.4.12 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 Abraham MOVED to approve items 3.4.1 – 3.4.12 under consent agenda.

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

otion Carried NAYS: None M

3.4.1 Assignment and Training For K-9’s
Auburn Hills Campus

The Board of Trustees approved the contract with White Collar Canine for the purchase, testing and pre-training of police dogs at a cost not to exceed \$50,000 for the 2002-03 fiscal year.

3.4.2 Self-Contained Breathing Apparatus
Fire Training Program – Auburn Hills Campus

The Board of Trustees approved the purchase of 15 Survivair Self-Contained Breathing Apparatus from Argus Supply Company, at a cost not to exceed \$47,989.66

3.4.3 Medical Assisting Program
Highland Lakes Campus

The Board of Trustees approved the College entering into an agreement with Henry Ford Medical Centers of Sterling Heights, Michigan, and authorized the Chairperson to execute the agreement.

3.4.4 Carpet Replacement
D Building – Royal Oak Campus

The Board of Trustees approved the purchase and installation of carpet from Spectra Contract Flooring, at a cost not to exceed \$28,711.25.

3.4.5 Financial Services Professional Support
District Office

The Board of Trustees approved a contract with Wright Griffin Davis and Company, in an amount not to exceed \$45,000.

3.4.6 Contract with the RDR Group
Workforce Development Services

The Board of Trustees approved a contract with the RDR Group, at a cost not to exceed \$50,000 for Change Management training through December 31, 2002.

3.4.7 Contract with National TechTeam
Workforce Development Services

The Board of Trustees approved a contract with National TechTeam, at a cost not to exceed \$80,000 for training materials delivered through September 30, 2003.

3.4.8 Contract with Morrell Inc.
Workforce Development Services

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The Board of Trustees approved a contract with Morrell Inc., at a cost not to exceed \$40,000 for training and materials delivered through September 30, 2003.

3.4.9 Contract with Bosch-Rexroth Corporation
Workforce Development Services

The Board of Trustees approved a contract with Bosch-Rexroth Corporation, at a cost not to exceed \$45,000 for training and materials delivered through September 30, 2003.

3.4.10 Contract with Behr Systems
Workforce Development Services

The Board of Trustees approved a contract with Behr Systems, at a cost not to exceed \$40,000 for training and materials delivered through September 30, 2003.

3.4.11 Contract with Valentine Robotics
Workforce Development Services

The Board of Trustees approved a modification of the contract with Valentine Robotics, in the amount of \$40,000 for a total cost not to exceed \$105,000 for robotics training through September 30, 2003.

3.4.12 Contract with Camelot Staffing, Inc.
Workforce Development Services

The Board of Trustees approved a contract with Camelot Staffing, Inc., at a cost not to exceed \$55,000 for training delivered through June 30, 2003.

END OF CONSENT AGENDA

4. ACADEMIC AND STUDENT AFFAIRS

4.1 Academic Senate Reports

Gerald Faye reported that the first Academic Senate meeting will be held on Thursday, September 26, 2002.

4.2 Student Reports

Elizabeth Clements, student representative to the Board, offered an update on Phi Theta Kappa activities. Currently, the chapter is inviting eligible students to join Phi Theta Kappa. A faculty welcome reception was recently held. Also, the chapter hopes to be involved with student life activities at the Auburn Hills campus.

4.3 Academic Initiatives

None

5. **OLD BUSINESS**

Chairperson Simmons requested that all Board members submit their recommendations for members of the Chancellor's search advisory committee to Dr. Harrison who will tabulate the results. The Board of Trustees discussed the advisory committee selection process.

Trustee Davis noted that she appreciated the letter submitted to the Board of Trustees by Dennis Fiems, noting that he brought up many good points.

Gerald Faye noted that the College Academic Senate, at its final meeting, recommended that a representative from each campus should be chosen for the Chancellor's search advisory committee.

6. **NEW BUSINESS**

6.1 Oakland Community College Board of Trustees and The Police Officers Labor Council Public Safety Bargaining Unit Labor Agreement July 1, 2000 - June 30, 2005

Vice chairperson Wangler **MOVED** to approve the new five (5) year collective agreement between Oakland Community College and the Public Safety bargaining unit covering the period from July 1, 2000 through June 30, 2005.

A roll call vote was taken.

Wiser
AYES: Simmons, Wangler, Scott, Abraham, Davis, Ritter,
otion Carried
NAYS: None M

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Chairperson Simmons requested support of the pancake breakfast on Saturday, September 28, 2002. She noted that the ACCT conference which she attended was excellent, and she will submit her report to the Board of Trustees at the next Board meeting.

While attending the ACCT conference, Vice Chairperson Wangler received brochures used by other colleges in their searches, and he gave these to David Adams.

Trustee Ritter requested that reports be made at future Board meetings from general education and technical/vocational students. Chairperson Simmons recommended that all trustees submit requests for student presentations to the Chancellor.

Secretary Scott noted that she will give her report from the ACCT conference at the next Board of Trustees' meeting. She also requested an update on televising the Board of Trustee meetings.

7.2 Labor Organizations and Associations

Mary Ston respectfully disagreed with the Board of Trustees about the selection process for the Chancellor's search advisory committee. She noted that despite her feelings, she e-mailed all faculty and asked them to apply. She also noted that a lot of faculty were dissatisfied with the process.

Debbie Schmidt stated that the Auburn Hills Campus is very pleased to have Dr. Sharon Blackman as the Campus President.

Tony Hildebrandt, Applied & Engineering Technologies Faculty, congratulated Sharon Blackman on her appointment. He reported that every section in the Automotive program is full, and noted that he would be happy to make a presentation to the Board of Trustees at a future meeting.

Sharon Blackman noted that she is “very pleased to continue her relationship with OCC,” and further indicated her appreciation for the support from faculty and staff.

Linda Churchill indicated that her understanding was that the Manager of Campus Academic Services positions are new positions. Also, she questioned the necessity of adding four director positions in the Information Technology department.

7.3 Public Comments/Petitions

None

The Board of Trustees reviewed the legal opinion from Miller, Canfield, Paddock and Stone which was obtained to determine if the Board of Trustees could enter into closed session for the purpose of discussing the Chancellor search.

Trustee Simmons MOVED and Trustee Scott seconded to enter into closed session for the purpose of discussing labor negotiations.

A roll call vote was taken.

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

NAYS: Wisner Motion

Carried

The Board of Trustees entered into closed session at 8:07 p.m.

Chairperson Simmons adjourned the closed session and entered into open session at 8:52 p.m.

Dr. Harrison announced the names of those selected by the Board of Trustees to serve on the Chancellor's search advisory committee.

Faculty:

AH: Mary Ston

HL: Barb Einhardt

OR: Mike Khirallah

RO: Charlie Blosser

SF: Richard Nagler

Administrators/Senior Staff:

Sharon Blackman

Martha Smydra

Public Safety:

Darryl Daniels

Classified:

Linda Churchill

Debbie Schmidt

Administrative/Management:

Willie Lloyd

Timothy Walter

Two students will be selected by President's cabinet.

Chairperson:

Steve Palms

Community:

John Dean

Judith Eaton

Buz Nowicki

John O'Brien

Board members:

Phillip Abraham

Pamala Davis

Dr. Harrison noted that the search committee will be required to comply with the Open Meetings Act, even if a quorum is not met per the legal opinion given by Miller, Canfield, Paddock and Stone.

The Board discussed the Chancellor search process. Dr. Harrison will contact Mr. Ponitz to set up a meeting with the Board of Trustees to discuss the next steps.

Chairperson Simmons requested that Chancellor Thompson submit a formal letter indicating his last day at the College.

Chairperson Simmons requested that Dr. Harrison give a five-minute update at all Board of Trustee meetings to discuss the progress of the Chancellor's search advisory committee.

The Board of Trustees discussed holding a dinner with the candidate for the Chief Human Resources Officer position, Gordon May and Sharon Blackman. A dinner meeting will be held on Tuesday, October 15th at 6:00 p.m.

8. ADJOURNMENT

Chairperson Simmons adjourned the meeting at 9:25 p.m.

Respectfully submitted,

Pamela Kramer

Date

Janice Simmons, Chairperson

Anne Scott, Secretary