



OAKLAND  
COMMUNITY  
COLLEGE

**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
October 21, 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

Tony Hildebrandt, Applied and Engineering Technology Faculty, introduced students in the Automotive Servicing and Technology Program at Oakland Community College. He distributed a handout regarding the Department of Applied and Engineering Technology. The students who shared their background, experiences in the program and future plans with the Board of Trustees included: Brian Wright, Steve Green, Bill Wagner, Amanda Sabo, Isaiah Jones, Krystle Howell and Anthony Watterson.

Trustee Abraham requested more information about the diesel program at the College.

## 1.4 Review of Minutes

1.4.1 The minutes of the September 23, 2002, regular meeting were accepted without revision.

## 2. CHANCELLOR'S REPORT

### 2.1 Chancellor's Comments

- The Chancellor noted that revised Personnel Recommendations were placed at each Board member's chair.
- The first Business and Community Alliance meeting of the academic year will be held on Monday, October 28, 2002. A panel has been assembled to discuss business ethics and will include: Fred Hoffecker, President & CEO, Better Business Bureau of Detroit & Eastern Michigan; Frank Cardimen, President, Traffic Improvement Association; Fred Hoffman, Director of State Relations, DaimlerChrysler; Rocque Lipford, Principal of Miller, Canfield, Paddock and Stone; Joan Trusty, Senior Contract Consultant, EDS Legal Affairs Department; Karen Wiltsie, Partner, Detroit Office of Assurance and Advisory Services, Deloitte & Touche; and Michael Wood, Vice President, Chief Academic Officer and Dean, Walsh College
- A Board planning session will be held on November 11, 2002, at 6:00 p.m., to review implications of the state budget. The Chancellor noted that the College expects a five to seven percent cut this year and a five to ten percent cut next year. Tuition will also be discussed at the planning session.
- Staff reports this evening will include: options for taping the Board meetings presented by David Adams, Executive Director of Marketing; an update on the Chancellor search process presented by Ernest Harrison, Acting Chief Human Resources Officer; an update on DATATEL presented by Andrew Hillberry, Chief Information Officer; and information on bid awards and boiler repairs presented by Clarence Brantley, Vice Chancellor of Administrative Services. A report will be presented about the preventative maintenance program at the November Board of Trustees' meeting.
- Elizabeth Clements, student representative to the Board, will offer a student update this evening.

- Two new employees will be introduced this evening.
- A closed session will be held immediately following the regular Board meeting to discuss labor negotiations.

## 2.2 Staff Reports

David Adams, Executive Director of Marketing, presented options regarding taping and broadcasting the Board of Trustees' meetings over local cable stations. He distributed a report to the Board members and discussed the alternatives and associated costs. The Chancellor noted that Lansing Community College has proposed an approach to programming that would be of a more general nature and might be more appealing to parents and students. Secretary Scott requested that a survey be done to identify how many other community colleges in Michigan, especially in the Detroit area, are broadcasting their Board meetings. The Board also requested that we look into producing tapes at local studios. Trustee Scott requested that a short presentation be made regarding the types of agreements that exist at local studios in terms of the kind of support the College could receive.

Ernest Harrison, Acting Chief Human Resources Officer, provided an update on the Chancellor search process. He reported that earlier today, the consultant met with the focus group and the advisory committee, noting that both meetings were very positive. Both meetings were open to the public. Chairperson Simmons met briefly with both groups today. All recommendations will be presented to the Board of Trustees for consideration.

Vice Chairperson Wangler MOVED to accept the candidates presented for the Chancellor's Search advisory committee that was discussed at the September 23, 2002, Board of Trustees meeting.

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

Andrew Hillberry, Chief Information Officer, discussed DATATEL. Mr. Hillberry reported that detailed planning is underway for the

implementation of Colleague 17. College staff continue to receive ongoing training in DATATEL.

Clarence Brantley, Vice Chancellor of Administrative Services, discussed bid awards. He noted that 41% of the College's current projects were awarded to Oakland County vendors. Also, of the 1186 contracts awarded from the 1995 millage, 32% were awarded to companies within Oakland County. Mr. Brantley also discussed the process for identifying boiler repair needs. He noted that a preventative maintenance program will be presented to the Board at the November Board of Trustees' meeting.

Trustee Ritter noted that a report had been done several years ago identifying a timeline for boiler replacements. Chairperson Simmons requested that a copy of this report be sent to all Board members for their review.

### 2.3 Introduction of New Staff

Sharon Blackman, Auburn Hills Campus President, introduced Jack Peebles, AH, Temporary/Full-Time Social and Behavioral Science Faculty. Ed Callaghan, Orchard Ridge Campus President, introduced Camille Ziolek, OR, English Teaching Faculty.

## 3. COLLEGE RESOURCES

### 3.1 Personnel Recommendations

Trustee Scott MOVED to accept the Personnel Recommendations as revised.

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

NAYS: None Motion Carried

The recommendation for the exempt administrative appointment of Catherine Rush (DO) Chief Human Resources Officer; the administrative appointments of Stephen Linden (RO) Director of Student Services, Janice Brown (AH) Director of Student Services, and Kelli VanBuren (HL) Director of Student Services; the management staff appointments of

Suzanne Adams (OR) BTC Program Coordinator, Karen Johnson (AH) Child Care Coordinator, and Sue Work (SF) Program Director of Respiratory Therapy; the classified part-time appointment of Tonisha Scott (SF) Nurisng & Surgical Technology Secretary; the classified appointments of Karen Greiwe (DO) Communications Specialist, Elizabeth Semaan (DO) Student Services Specialist, and Karen Riley (AH) Financial Aid Assistant were 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.

Secretary Scott requested that the Board review investment income and state appropriations at the November Planning Session.

### 3.3 College Facilities

#### **CONSENT AGENDA**

Items 3.3.1 – 3.3.6 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 – 3.3.6 under consent agenda.

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

**NAYS:** None Motion  
Carried

#### 3.3.1 College-Wide Deferred Maintenance Project

Building Energy Management System Conversion  
 Direct Digital Controls (DDC)  
Auburn Hills Campus  
 OCC Project No. PF-AH03-007

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>Cost</u>	<u>Project Name</u>	<u>Project</u>
Conversion	Building Energy Management System \$3,032,900 Direct Digital Controls Auburn Hills Campus OCC Project No. PF-AH03-007	

3.3.2 College-Wide Deferred Maintenance Project  
 Roof Replacement – Building T  
Auburn Hills Campus  
 OCC Project No. PF-AH03-011

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>Cost</u>	<u>Project Name</u>	<u>Project</u>
	Roof Replacement – Building T Auburn Hills Campus OCC Project No. PF-AH03-011	\$184,600

3.3.3 College-Wide Deferred Maintenance Project  
 Roof Replacement – Levinson Hall  
Highland Lakes Campus  
 OCC Project No. PF-HL03-010

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>Cost</u>	<u>Project Name</u>	<u>Project</u>
Hall	Roof Replacement – Levinson \$205,000 Highland Lakes Campus OCC Project No. PF-HL03-010	

- 3.3.4 College-Wide Deferred Maintenance Project  
Boiler and Chiller Replacements  
Royal Oak Campus  
OCC Project No. PF-RO03-004

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>Cost</u>	<u>Project Name</u>	<u>Project</u>
Replacements	Boiler and Chiller \$2,240,400 Royal Oak Campus OCC Project N o. PF-RO03-004	

- 3.3.5 College-Wide Deferred Maintenance Project  
Boiler and Chiller Replacements  
Southfield Campus  
OCC Project No. PF-SF03-004

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>Cost</u>	<u>Project Name</u>	<u>Project</u>
Replacements	Boiler and Chiller \$1,655,200 Southfield Campus OCC Project No. PF-SF03-004	

- 3.3.6 College-Wide Deferred Maintenance Project  
Exterior Curtain Wall Flashing &

Metal Panel Replacement  
Southfield Campus  
OCC Project No. PF-SF03-006

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>
Exterior Curtain Wall Flashing & Metal Panel Replacement Southfield Campus OCC Project No. PF-SF03-006	\$260,700

**END OF CONSENT AGENDA**

3.3.7 Progress Report – Construction Projects

The Board reviewed the Progress Report – Construction Projects.

3.4 Contracts and Purchases

**CONSENT AGENDA**

Items 3.4.1 – 3.4.7 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 – 3.4.7 under consent agenda.

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

ion Carried NAYS: None Mot

3.4.1 Affiliation Agreement



Exercise Science and Technology Program  
Highland Lakes Campus

The Board of Trustees approved the College entering into an agreement with William and Marie Carls Family YMCA of Milford, Michigan, and authorized the Chairperson to execute the agreement.

3.4.2 CREST Training Center Furniture  
Auburn Hills Campus

The Board of Trustees approved the purchase of furniture for the CREST training center from NBS, at a cost not to exceed \$42,226.24

3.4.3 Contract with S.T.E.P.S., Inc.  
Workforce Development Services

The Board of Trustees approved a contract with S.T.E.P.S., Inc., at a cost not to exceed \$61,870 for facilitator training and services delivered through June 30, 2003.

3.4.4 Contract with Star Cutter  
Workforce Development Services

The Board of Trustees approved a contract with StarCutter, at a cost not to exceed \$26,000 for training and materials delivered through September 30, 2003.

3.4.5 Contract with Hane Training  
Workforce Development Services

The Board of Trustees approved a contract with Hane Training, at a cost not to exceed \$100,000 for training and materials delivered through September 30, 2003.

3.4.6 Contract with Ford Motor Company  
Workforce Development Services

The Board of Trustees approved a contract with Ford Motor Co. Education, Training and Development, at a cost not to exceed

\$55,000 for training and materials delivered through June 30, 2003.

3.4.7 Contract with the RDR Group  
Workforce Development Services

The Board of Trustees approved a modification of contract with the RDR Group, in the amount of \$30,000 for a total cost not to exceed \$80,000 for Change Management training through December 31, 2002.

**END OF CONSENT AGENDA**

**4. ACADEMIC AND STUDENT AFFAIRS**

4.1 Academic Senate Reports

Gerald Faye noted that the Senate leadership met with Chairperson Simmons regarding the Board's selection of the Chancellor's Search advisory committee. He read a statement from the College Academic Senate which expressed their concern that the Board "used a process that completely disregards a system of shared governance." Trustee Wisner requested a copy of the statement.

4.2 Student Reports

Elizabeth Clements, Auburn Hills Phi Theta Kappa representative, provided an update on Phi Theta Kappa activities to the Board: a membership meeting was held on October 11, 2002; Phi Theta Kappa is looking into obtaining e-mail addresses for the student body; money is being raised through popcorn sales; a fun night is being planned to boost membership and attendance at monthly meetings; and a safe Halloween family fun night was very successful.

4.3 Academic Initiatives

None

**5. OLD BUSINESS**

None

**6. NEW BUSINESS**

None

**7. COMMUNITY COMMENTS**

7.1 Board Member Reports and Comments

Vice Chairperson Wangler noted that the meeting with the new Chief Human Resources Officer went very well and he wants to continue such meetings with other administrators of the College. Chairperson Simmons was very pleased with the meeting and looks forward to meeting with other College administrators. She also reported that she is very impressed with the two new presidents as well as the Chief Human Resources Officer.

Secretary Scott attended the statewide MCCA meeting at West Shore Community College this month. She noted that Paul Ohm reported on the state's financial situation estimating a 20% reduction in community college appropriations this year.

Trustee Davis reported that the meetings held with the Chancellor's search advisory committee and the focus group went very well.

Chairperson Simmons distributed her report from the ACCT conference held in Philadelphia. She was nominated to a one-year term as representative for the central region for ACCT. At the conference, she obtained many ideas regarding transitioning a new college president.

7.2 Labor Organizations and Associations

Mary Ston reported that the Oakland Community College Faculty Association opposes the faculty representatives being called such on the Chancellor's search advisory committee because they were not selected by the faculty.

Chairperson Simmons expressed her disappointment with that statement noting that she had met with Senate Leadership, and it was agreed that the group will move forward with the process.

### 7.3 Public Comments/Petitions

None

Chairperson Simmons MOVED to enter into closed session for the purpose of discussing labor negotiations.

A roll call vote was taken.

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

NAYS: None 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.

Chairperson Simmons requested that a Board of Trustee and Foundation Board holiday gathering be held including spouses.

Chairperson Simmons would like to discuss Board relations. The Board will select a date when all Board members can be in attendance.

## 8. ADJOURNMENT

Chairperson Simmons adjourned the meeting at 9:17 p.m.

Respectfully submitted,

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Pamela Kramer

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Date

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Janice Simmons, Chairperson

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Anne Scott, Secretary