



OAKLAND
COMMUNITY
COLLEGE

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
January 27, 2003
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

Absent

Judith Wisner, Trustee

1.3 Student Presentation

Edna Garte, Auburn Hills Humanities Faculty, and her student, Teri Sellers, offered a presentation to the Board of Trustees. Students of Professor Garte's Fall 2002 Art Appreciation class were required to complete a final project which advanced their aesthetic awareness and

creative thinking skills. Teri Sellers presented her project, a mendala design, to the Board of Trustees. Professor Garte displayed other final projects to the Board.

1.4 Review of Minutes

1.4.1 The minutes of the December 16, 2002, regular meeting were accepted without revision.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

- Chancellor Thompson noted that the tentative agreements for the AFSCME Classified Union and the Teamsters Union are on the agenda this evening for the Board's approval.
- Vice Chancellor Clarence Brantley will present details of the annual audit this evening.
- A naming ceremony will be held at the CREST site on January 28, 2003.
- The next Board Planning Session will be held on Monday, February 24, 2003.
- The Commission on Higher Learning: NCA site visit will be held on March 24 and 25, 2003.
- Two staff reports will be presented this evening: Andrew Hillberry, Chief Information Officer, will offer an update on Colleague; and Ernest Harrison, Human Resources Liaison to the Chancellor Search process will offer an update on the Chancellor search.
- Marty Orłowski, Director of Institutional Effectiveness, will discuss the balanced score card under academic initiatives.
- Mike Hynes, Vice President of the Phi Theta Kappa chapter at the Highland Lakes Campus, will offer a student update to the Board.
- Four new employees will be introduced this evening.
- A revised personnel recommendation was provided to each of the Board of Trustees.
- Richard Thompson noted that, if the Board so chooses, he would be willing to serve after his retirement in the event a new Chancellor is not in place at that time.

2.2 Staff Reports

Andrew Hillberry, Chief Information Officer, offered an update to the Board on the status of Colleague. He noted that the legacy system has been completely phased out. Also, the faculty successfully utilized the new system to complete grade entry prior to the holidays. Advanced data retrieval classes were offered by the PDTC.

Ernest Harrison, Human Resources Liaison to the Chancellor Search Process, noted that Chancellor search brochures have been completed and copies are available. He acknowledged George Cartsonis and David Adams for their support in completing the brochure. Articles have been placed in newspapers announcing the search for a new Chancellor. Dr. Harrison sent a copy of the search brochure to 150 placement officers whose names were provided by Dr. David Ponitz. The requested application due date is March 1, 2003, but this may be extended. Dr. Harrison noted that any applications he receives will be forwarded to the consultants for review.

Trustee Ritter requested that the Board of Trustees adhere to a timeline for the Chancellor search process. Chairperson Simmons requested that Dr. Harrison contact the Chancellor's search consultant and have him send a timeline to the Board of Trustees for the Board's approval. She further requested that Dr. Harrison express to the consultant that time considerations are very important.

2.3 Introduction of New Staff

Martha Smydra, Royal Oak/Southfield Campus President, introduced Bruce Martin, Jr., Physical Education Faculty at the Royal Oak Campus; Ed Callaghan, Orchard Ridge Campus President, introduced Dawn Edford, Life Sciences Faculty at the Orchard Ridge Campus; Andrew Hillberry, Chief Information Officer, introduced David Dunshee, Executive Director for Technology Applications, and Robert Montgomery, Executive Director for Technology Infrastructure.

3. COLLEGE RESOURCES

3.1 Personnel Recommendations

Secretary Scott MOVED to accept the Personnel Recommendations as revised.

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

NAYS: None Motion Carried

The following appointments were approved: the exempt management staff appointment of Julie Jurmo (DO) Training Coordinator; the public safety appointment of Glenn Morrison (CW) Public Safety Officer; the classified appointments of Gwendolyn McCoy-Poindexter (OR) Physical Science/Chemistry Paraprofessional and Carol Williams (RO) Financial Assistance & Scholarships Secretary; the classified/part-time appointment of Mercedita Gooding (RO) IIC Paraprofessional; and the maintenance appointment of Antoine Bright (RO) Building Custodian.

- 2042 3.2 Oakland Community College Board of Trustees and AFSCME Local Classified Unit Labor Agreement July 1, 2002 – June 30, 2007

Trustee Wangler MOVED that the Board of Trustees approve the new five (5) year collective bargaining agreement between Oakland Community College and the Classified bargaining unit covering the period from July 1, 2002, through June 30, 2007.

A roll call vote was taken.

AYES: Simmons, Wangler, Scott, Abraham, Davis

NAYS: Ritter Motion Carried

Trustee Ritter noted that she voted no due to the State of Michigan's current financial situation.

- 3.3 Oakland Community College Board of Trustees and Teamsters State, County & Municipal Workers Local 214 Administrative and Management Staff January 27, 2003 – June 30, 2006

Trustee Wangler MOVED that the Board of Trustees approve the new collective bargaining agreement between Oakland Community College and the Teamsters bargaining unit from the period of January 27, 2003, through June 30, 2006.

A roll call vote was taken.

AYES: Simmons, Wangler, Scott, Abraham, Davis

NAYS: Ritter
Motion Carried

Trustee Ritter read the following statement and requested that it be included in the Board minutes verbatim.

Observations and Concerns Regarding the Teamster Contract

I support the tentative agreement as ratified by the employees represented by the Teamster Union, but because of the State of Michigan's financial and fiscal environment has changed so dramatically and detrimentally within the last 60-90 days, I feel the following items must be taken into consideration prior to Board approval...

- *There is a larger State Budget shortfall than previously stated. There is a great deal of uncertainty about what impact the shortfall will have on the College.*
- *The 3.1% increase is a misnomer beyond the first year of the contract. Built into this contract are step increases that would boost salary increases another 3.5%, making the second, third and fourth year of the contract valued at a 6.6% increase each year.*
- *Cost sharing of health benefits are capped at \$1,000, yet projected health care costs continue to rise in double digits.*
- *I am concerned that the result of the introduction of a step schedule for management and administration sets a precedent that may become irreversible and may put teamster employees in jeopardy of layoffs due to the budget shortfall.*
- *In addition, I am concerned that if the Board approves the contract without a reopening clause, we handcuff ourselves and the next Chancellor by earmarking resources not available to us, notwithstanding our fund balance.*
- *Therefore, I request that the Board instruct the negotiation team to go back to the bargaining table with these concerns. In my opinion,*

any contract that comes to the Board without a provision reopening discussions regarding salaries and cost sharing, maybe in fact, be fiscally irresponsible and a commitment the Board cannot make without jeopardizing employee positions from layoffs and reduction of college services.

- *I respectfully request that my comments be included verbatim, in the official minutes of this Oakland Community College Board of Trustee Meeting, January 27, 2003.*

Sandra L. Ritter, Trustee

3.4 Business and Finance

3.4.1 2001-02 Annual Audit

Clarence Brantley, Vice Chancellor of Administrative Services, noted that the College expected to have a final 2001-02 Annual Audit report for the Board of Trustees; however, the auditors want to validate the calculation of revenue earned during June, July and August due to the new system. Mr. Brantley noted that the results of the audit are very positive. Representatives from the auditing firm, Deloitte & Touche, thanked Clarence Brantley and his staff for their support during the audit. A management letter will be sent to the Board of Trustees within one week.

3.4.2 Treasurer's Report

The Board of Trustees reviewed the Treasurer's Report.

3.4.3 General Fund Budget Status Report

The Board of Trustees reviewed the General Fund Budget Status Report.

3.5 College Facilities

Items 3.5.1 – 3.5.3 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 3.5.1 – 3.5.3 under consent agenda.

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

NAYS: None Moti
on Carried

3.5.1 College-Wide Deferred Maintenance Project
Site Lighting – Interior Courtyard/Entrance Drive
Auburn Hills Campus
OCC Project No. PF-AH03-010

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>Name</u>	<u>Project</u>	<u>Project Cost</u>
Drive	Site Lighting – Interior Courtyard/Entrance Auburn Hills Campus OCC Project No. PF-AH03-010	\$560,500

3.5.2 College-Wide Deferred Maintenance Project
Masonry Flashing Repairs and Replacement
of Entrance Mansard Roof Panels and Skylight
Student Center
Highland Lakes Campus
OCC Project No. PF-HL03-014

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>Name</u>	<u>Project</u>	<u>Project Cost</u>
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Replacement Masonry Flashing Repairs and
 \$153,900
 of Entrance Mansard Roof Panels and Skylight
 Student Center
 Highland Lakes Campus
 OCC Project No. PF-HL03-014

3.5.3 College-Wide Deferred Maintenance Project
 Tennis Court Replacement
Orchard Ridge Campus
 OCC Project No. PF-OR03-011

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>Name</u>	<u>Project</u>	<u>Project Cost</u>
Replacement	Tennis Court	\$201,366
	Orchard Ridge Campus OCC Project No. PF-OR03-011	

3.5.4 Progress Report – Construction Projects

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

3.6 Contracts and Purchases

CONSENT AGENDA

Items 3.6.1 – 3.6.5 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 approved items 3.6.1 – 3.6.5 under consent agenda.

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

NAYS: None Moti
on Carried

3.6.1 Affiliation Agreement
Associated Degree Nursing (ADN)/
Transitional Practical Nurse (TPN)/
Modified Career Ladder (MCL)-
Practical Nurse Education (PNE) Program
Highland Lakes Campus

The Board of Trustees approved the College entering into an agreement with St. Mary Mercy Hospital of Livonia, Michigan, and authorized the Chairperson to execute the agreement.

3.6.2 Microsoft Campus License Agreement

The Board of Trustees authorized the Microsoft Campus License Agreement for one year ending January 31, 2004, with the dealer Micro Warehouse at a cost not to exceed \$71,951.

3.6.3 Sun Microsystems

The Board of Trustees approved the purchase of a server from Sun Microsystems at a cost not to exceed \$59,539.

3.6.4 Contract with Valentine Robotics
Workforce Development Services

The Board of Trustees approved a modification of the contract with Valentine Robotics, for an additional cost not to exceed \$50,400 for robotics training through September 30, 2003.

3.6.5 Contract with Techspedite
Workforce Development Services

The Board of Trustees approved a contract with Techspedite, at a cost not to exceed \$50,000 for IT training through October 31, 2003.

END OF CONSENT AGENDA

4. ACADEMIC AND STUDENT AFFAIRS

4.1 Academic Senate Reports

Gerald Faye noted that the College Academic Senate will meet February 13, 2003.

4.2 Student Reports

Mike Hynes, Vice President of Phi Theta Kappa at the Highland Lakes Campus, reported that the chapter continues to work towards five star status. The chapter will attend the national convention in April. They worked with HAVEN of Pontiac to donate items during the holidays. They have also worked to revive the campus student newspaper, the "Highland Voice."

4.3 Academic Initiatives

Marty Orłowski, Director of Institutional Effectiveness, discussed a new assessment format that will allow the College to better assess current data.

5. OLD BUSINESS

None

6. NEW BUSINESS

Trustee Abraham requested that the Board of Trustees consider obtaining bids for professional services used at the College. He expressed his interest in obtaining such bids prior to the arrival of the next Chancellor. Chairperson Simmons requested that this topic be added to the agenda for discussion at the

planning session on February 24. The Chancellor will prepare a list of all contractual services used by the College for the Board's review, including dates when bids for the professional services were received.

The Board of Trustees discussed the possibility of having Chancellor Richard Thompson serve on an interim basis after his retirement in the event a new Chancellor is not in place at that time. Chairperson Simmons requested that the Human Resources Department draft a document for the Board's review.

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Secretary Scott expressed her appreciation to the Highland Lakes Campus for co-hosting the Martin Luther King, Jr., breakfast.

Secretary Scott distributed copies of the addresses for the Senate and House Appropriations subcommittees on community colleges for the Board's information. She also encouraged those available to attend the MCCA winter in-service this Friday in Lansing.

Chairperson Simmons noted that she is representing OCC in the Oakland Livingston Human Service Agency's "Walk for Warmth" on February 22, 2003. She noted that the Michigan Public Service Agency will match all funds raised and indicated that she would appreciate any support by the College community.

Chairperson Simmons thanked those who completed the AFSCME and Teamsters contracts.

7.2 Labor Organizations and Associations

None

7.3 Public Comments/Petitions

None

8. ADJOURNMENT

Chairperson Simmons adjourned the Board meeting at 8:19 p.m.

Respectfully submitted,

Pamela Kramer

Date

Janice Simmons, Chairperson

Anne Scott, Secretary