



OAKLAND
COMMUNITY
COLLEGE

**BOARD OF TRUSTEES
REGULAR MEETING**

May 21, 2007

**Oakland Community College
Auburn Hills Campus – CREST Facility
2900 Featherstone Road
Auburn Hills, MI 48326**

1. GENERAL FUNCTIONS

1.1 Call to Order and Welcome

The meeting was called to order at 7:00 p.m. by Chairperson Davis who welcomed all staff and guests.

1.2 Attendance

Present

Pamala Davis, Chairperson

Sandra Ritter, Vice Chairperson

Anne Scott, Secretary

Phillip Abraham, Trustee

Dale Cunningham, Trustee

Thomas Kuhn, Trustee

Anna Zimmerman, Trustee

1.3 Public Comments/Petitions

None

1.4 Student Presentation

Interim Dean Henry Tanaka introduced Auburn Hills Campus student Vishnu Ramasamy, who explained the Student Mentor Program he recently introduced at the Auburn Hills Campus. Mr. Ramasamy noted that the purpose of the program is to encourage students to develop social skills and help students develop positive, supportive relationships with fellow students, faculty, and staff.

1.5 Review of Minutes

1.5.1 Review of Minutes 4/23/2007 Regular Board Meeting

The Board of Trustees reviewed the Minutes of the April 23, 2007, Regular Board meeting.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

- Representatives from various OCC career programs participated in the Skills USA competition recently held in Lansing. OCC students from the heating, ventilation, and air conditioning program took first, second and third places, and will go on to the national competition in Kansas.
- The Math Club results are in: OCC has regained the top position in Michigan (out of 8 Michigan schools), third in the Midwest region (out of 28 schools, and 22nd in the National Rankings (out of 81 schools.) Two OCC students ranked 1st and 2nd individually in Michigan: Sudarshan Sivaramakrishna (#1) and Scott Vance (#2)
- OCC student Naomi Ashford was granted an internship by the Workforce Recruitment Program for College Students with Disabilities to work in Washington, DC in the Office of the Deputy Under Secretary of Defense. Her project will have to do with military family housing. The internship starts next month.
- Trustee Scott attended the Nurses' Pinning Ceremony on May 6, 2007 where 195 Associate Degree Nursing graduates and 21 Practical Nurse Education graduates students participated. OCC's nursing student association is the fourth largest in the nation.
- The Michigan Heart Exhibit was shown at the Royal Oak Campus April 24 – 30, 2007.
- Student Appreciation Days will occur May 7, 2007 at Southfield and May 8, 2007 at Royal Oak.
- The Royal Oak/Southfield chapter of Phi Theta Kappa will walk in the American Cancer Society's Relay for Life, June 9 and 10, 2007. The group hopes to raise \$3,000 and will walk in memory of late Trustee Janice Simmons.

2.2 Staff Reports

Dean of Workforce Development Services Sharon Miller distributed copies of *Career Re-Focus*, a publication focusing on dislocated workers.

Dean Miller introduced Art Rogers, vice president for human resources of United Solar Ovonic, an emerging sector company which recently located in Oakland County. Mr. Rogers explained what WDS has done for his company – services that included job task analyses for the company's new hires, development of testing for applicants, productivity training for workers and acquisition of a federal grant for important training equipment.

2.3 Introduction of New Staff

Auburn Hills President Patricia Dolly introduced two new employees Karine (Holly) Green, parapro in criminal justice and William Ray II, parts and tool crib attendant.

3. ACADEMIC AND STUDENT AFFAIRS

3.1 Academic Senate Reports

College Academic Senate Chair Mary Ann McGee reported that the Senate will discuss two major items, the academic master plan, and the Higher Learning Commission's report on the climate at the Department of Education regarding regulations being written to change the nature of accrediting agencies.

3.2 Student Reports

Jeff Albrecht of Alpha Omicron Psi, the Royal Oak/Southfield chapter of Phi Theta Kappa, reported that OCC's Phi Theta Kappa chapters won many honors at the Michigan Regional Phi Theta Kappa convention and at the international Phi Theta Kappa competition. Mr. Albrecht noted that all four OCC chapters have achieved five star status.

3.3 Academic Initiatives

Interim Vice Chancellor Steven Reif noted that OCC and Cleary University recently signed a health care management articulation agreement which enables OCC students to complete a majority of the coursework toward a Bachelor's in Health Care Management at OCC before transferring to Cleary. The Student Outcomes Assessment Committee (SOAC) sponsored Faculty Assessment Day on March 16. The first Commitment Leadership Consortium was held in Washington, DC in March. This fall, OCC will administer a survey measuring five dimensions of personal and social responsibility to administrators, faculty, and students. Deans Cabinet is developing guidelines on plagiarism.

4. COLLEGE RESOURCES

4.1 Personnel Recommendations

Trustee Ritter MOVED to approve the personnel recommendations and Trustee Cunningham seconded.

AYES: Davis, Ritter, Scott, Abraham, Cunningham, Kuhn, Zimmerman

NAYS: None Motion Carried

The Board of Trustees approved the following personnel recommendations: the transfer of full-time administrator Stephen Linden (HL), Director of Student Services, from Director of Student Services (RO), and the transfer of full-time administrator Kelli VanBuren (RO), Director of Student Services from Director of Student Services (HL); the classified full-time appointment for Sandra Brown (SF), Student Services Specialist; the promotion/transfer of classified-full-time staff Susan Appelt (RO), Library Technician from Secretary (OR), and Karen Stauble (RO), Learning Resources Technician from part-time Library Technician (RO); the resignation of Kristina Kingsley (OR), Public Safety Officer.

4.2 Business and Finance

4.2.1 Treasurer's Report

The Board of Trustees reviewed the Treasurer's Report.

4.2.2 General Fund Budget Status Report

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

4.2.3 2007-2008 General Fund Budget

Trustee Scott MOVED and Trustee Cunningham seconded that the Board of Trustees adopt the 2007-08 General Fund Budget in the amount of \$155,058,000 incorporating tuition rates effective Fall, 2007 semester of \$58.50 per SCH for in-district students; \$99.00 per SCH for out-of-district students; and \$138.85 per SCH for out-of-state students.

Trustee Cunningham MOVED to amend the budget and reduce overnight travel and inhouse meeting expenses by 10 percent and move the monies into a scholarship fund. Trustee Ritter seconded.

Vote on amendment:

AYES: Davis, Ritter, Scott, Abraham, Cunningham, Kuhn, Zimmerman

NAYS: None Motion Carried

Vote on budget:

AYES: Davis, Ritter, Scott, Cunningham, Zimmerman

NAYS: Abraham, Kuhn Motion Carried

4.2.4 White Lake Corridor Improvement Authority

A letter to opt out of the White Lake Township Corridor Improvement Plan was sent on March 27, 2007.

4.2.5 Civil Rights Compliance Plan

Trustee Ritter MOVED and Trustee Zimmerman seconded that the Board of Trustees approve the Compliance Plan and authorize the Chairperson to execute the Certificate on behalf of the Board.

AYES: Davis, Ritter, Scott, Abraham, Cunningham, Kuhn, Zimmerman

NAYS: None Motion Carried

4.3 College Facilities

Trustee Kuhn requested separate votes on the college-wide deferred maintenance projects.

Trustee Ritter MOVED and Trustee Zimmerman seconded approval to vote on each item separately.

AYES: Davis, Ritter, Scott, Abraham, Cunningham, Kuhn, Zimmerman

NAYS: None Motion Carried

4.3.1 College-Wide Deferred Maintenance Project

Cooling Tower Replacement

Auburn Hills Campus

Trustee Scott MOVED and Trustee Ritter seconded to grant authority to the College's Construction Manager, 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>
Cooling Tower Replacement Auburn Hills Campus OCC Project No. PF-AH03-025	\$842,800

AYES: Davis, Ritter, Scott, Cunningham, Zimmerman

NAYS: Abraham, Kuhn Motion Carried

4.3.2 College-Wide Deferred Maintenance Project

External Signage System

Orchard Ridge Campus

Trustee Ritter MOVED and Trustee Scott seconded to grant authority to the College's Construction Manager, 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>
External Signage System Orchard Ridge Campus OCC Project No. PF- OR05-010	\$338,300

AYES: Davis, Ritter, Scott, Cunningham, Kuhn, Zimmerman

NAYS: Abraham Motion Carried

4.3.3 Progress Report – Construction Projects

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

4.4 Contracts and Purchases

CONSENT AGENDA – CONTRACTS AND PURCHASES

Items 4.4.1 – 4.4.4 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 voted on separately.

Trustee Scott MOVED and Trustee Cunningham seconded approval of Items 4.4.1 – 4.4.4 on the Consent Agenda – Contracts and Purchases.

AYES: Davis, Ritter, Scott, Abraham, Cunningham, Kuhn, Zimmerman

NAYS: None Motion Carried

4.4.1 Alarm Monitoring Services College-Wide

The Board of Trustees approved a contract extension with AAA Alarms, to provide intrusion alarm monitoring, equipment, installation and maintenance services at a cost not to exceed \$76,000 for the 2007-2008 fiscal year.

4.4.2 Network Equipment College-Wide

The Board of Trustees authorized a contract with Delta Network for the purchase, installation and programming of network equipment at a cost not to exceed \$1,399,123.30.

4.4.3 Symantec Ghost and Antivirus Maintenance Agreement College-Wide

The Board of Trustees authorized the purchase of Symantec Ghost and Antivirus products and maintenance from CDW Government, at a cost not to exceed \$33,941 for fiscal year 2007-08.

4.4.4 Uninterruptible Power Supply (UPS) College-Wide

The Board of Trustees approved the purchase of UPS equipment from Anixter, at a cost not to exceed \$147,236 for fiscal year 2007-08.

END OF CONSENT AGENDA – CONTRACTS AND PURCHASES

5. OLD BUSINESS

5.1 Chancellor's Search Update

Chancellor's Search Committee consultant Kenneth Myers of Consulting Resource Associates (CRA), reported that the Chancellor's Search Committee held its first meeting on May 11, 2007. At this meeting, Mr. Myers outlined the search process and presented a preliminary time line for the search process. A brief discussion of the Chancellor's job description was followed by a group discussion of and suggestions for the Chancellor's Profile. The next meeting will be scheduled immediately after Labor Day weekend.

Trustee Kuhn requested that all written communications related to the Chancellor's search between the consultant and the committee chair and/or the committee members be forwarded to all Board members.

Trustee Abraham MOVED and Kuhn seconded that Chancellor's Search Committee meetings follow the Open Meetings Act of Michigan.

AYES: Davis, Scott, Abraham, Cunningham, Kuhn, Zimmerman

NAYS: None Motion Carried

Trustee Ritter abstained stating that the College and the Board of Trustees presently follow the Open Meetings Act and therefore, it is not necessary for the Board to formally vote on it.

5.2 Review Investment Guidelines

Trustee Abraham MOVED and Trustee Kuhn seconded that the Investment Guidelines be accepted as policy as presented to the Board of Trustees.

Trustee Abraham offered a friendly amendment to define a reasonable amount of time as one year.

No vote was taken.

Trustee Scott MOVED and Trustee Ritter seconded that the Board of Trustees table the Investment Guidelines for the purpose of re-drafting them as Board Policy.

AYES: Davis, Ritter, Scott, Abraham, Cunningham, Kuhn, Zimmerman

NAYS: None Motion Carried

5.3 Naming Building for Trustee Simmons

Trustee Scott MOVED and Trustee Ritter seconded that the health wing of Levinson Hall at the Highland Lakes Campus be named the "Janice Simmons Health Wing".

AYES: Davis, Ritter, Scott, Cunningham

NAYS: Abraham, Kuhn, Zimmerman Motion Carried

6. NEW BUSINESS

6.1 MCCA Budget 2007-2008

The MCCA budget vote was tabled until the June 18, 2007, Regular Board meeting.

6.2 Review Board Meeting Minutes 3/19/2007

The minutes of the March 19, 2007 Regular Board meeting will be changed to reflect five affirmative votes for Trustee Cunningham. Trustee Davis did not cast a vote for or against Mr. Cunningham.

6.3 Open Meetings Act

The Open Meetings Act was discussed previously under the topic of the Chancellor's Search Committee.

6.4 Credit Card Policy

Trustee Cunningham MOVED and Trustee Ritter seconded tabling the credit card policy discussion until the June 11, 2007 study session.

AYES: Davis, Ritter, Scott, Abraham, Cunningham, Kuhn, Zimmerman

NAYS: None Motion Carried

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

The Trustees who attended the Salute to Justice event were not aware that the event was sponsored by the Republican Party.

7.2 Labor Organizations and Associations

None

8. ADJOURNMENT

The meeting was adjourned at 9:45 p.m. by Chairperson Davis.

Respectfully submitted,

Patricia J. Funtik

Date

Pamala M. Davis, Chairperson

Anne V. Scott, Secretary