



**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
February 17, 2015
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 at 7:00 p.m. by Chair Sullivan.

1.2 Attendance

Present

Thomas Sullivan, Chair
Pamala Davis, Secretary
John McCulloch, Treasurer
Thomas Kuhn, Trustee
Christine O'Sullivan, Trustee

Absent

Shirley Bryant, Vice Chair
Daniel Kelly, Trustee

1.3 Approval of Agenda

Trustee McCulloch MOVED to approve the agenda. Trustee Davis seconded.

AYES: Davis, Kuhn, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

1.4 Approval of Board Minutes

1.4.1 Review of January 20, 2015 Special Meeting Minutes

Trustee Davis MOVED to approve the January 20, 2015 Special Meeting Minutes. Trustee O'Sullivan seconded.

AYES: Davis, Kuhn, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

1.4.2 Review of January 20, 2015 Regular Meeting Minutes

Trustee Davis MOVED to approve the January 20, 2015 Regular Meeting Minutes. Trustee McCulloch seconded.

AYES: Davis, Kuhn, McCulloch, O’Sullivan, Sullivan

NAYS: None Motion Carried

1.5 Public Comments – None

1.6 Academic Senate Report - None

1.7 Labor Organizations and Associations - None

2. CHANCELLOR’S REPORT

2.1 Chancellor’s Comments

Dr. Meyer addressed the Governor’s budget proposal, which recommends an overall 1.4 percent increase for community colleges. If the proposition passes, OCC’s estimated portion would be a 1.5 percent increase.

Dr. Meyer stated OCC will be hosting the MCCA Spring Board Meeting for presidents and trustee delegates on March 12 and 13 at the Orchard Ridge Campus.

Dr. Meyer was pleased to announce the keynote speaker for OCC’s 50th anniversary commencement is the Honorable Steven Rhodes, Judge for the US Bankruptcy Court for the Eastern District of Michigan.

Lastly, Dr. Meyer proudly reported 23 nursing students and three OCC instructors attended the Michigan Nursing Student Association annual conference in Lansing. Five OCC students were elected to the MNSA Board. Dr. Meyer went on to say the OCC Nursing Student Association was honored to receive seven out of the ten awards given at this year’s event, which is quite an achievement.

2.2 Staff Report – Michigan New Jobs Training Program

Sharon Miller, Vice Chancellor of External Affairs

Vice Chancellor of External Affairs Sharon Miller noted the Michigan New Jobs Training Program (MNJTP) at OCC is a unique economic development incentive, which allows OCC to deliver training for employees hired into “new” jobs. The funding for this program is made possible through the diversion of new employee state income taxes. In fulfilling its mission, MNJTP partners with local businesses such as Dokka Fasteners

(Auburn Hills), Meritor (Troy), Denso International (Southfield), and WABCO (Rochester Hills), to name a few. Ms. Miller also addressed some of the legislative challenges, including a \$50 million cap and the 2018 sunset. She continued a major employer benefit is to have flexible and customized training available when hiring new employees.

2.3 Introduction of New Staff

Vice Chancellor for Human Resources William MacQueen introduced Jasen Witt, Associate Vice Chancellor for Human Resources.

Associate Vice Chancellor for Academic Affairs Timothy Sherwood introduced Dr. Sarah Sidiropoulos, a Biology faculty member at the Auburn Hills Campus.

Vice Chancellor for Student Services Jacqueline Shadko introduced Shawn Griffin, Financial Aid Manager for Student Financial Resources at the Highland Lakes Campus.

3. ACADEMIC AND STUDENT AFFAIRS

3.1 Student Report – Denise Rizzo, Auburn Hills Campus

Denise Rizzo presented her report on student life activities at the campuses.

3.2 Academic Initiatives – None

4. COLLEGE RESOURCES

4.1 Personnel Monitoring Report

4.1.1 The Board of Trustees reviewed the revised Personnel Monitoring Report.

4.1.2 Faculty Recommendations - None

4.2 Business and Finance – Quarterly Report – Financial Forecast Presentation

Vice Chancellor of Administrative Services Peter Provenzano reviewed his financial forecast presentation for fiscal years ending 2016-2020 with the Board. His agenda included an overview of funds, historical perspective, financial forecast for 2016-2020, and next steps.

4.3 College Facilities Quarterly Report

Vice Chancellor of Administrative Services Peter Provenzano presented the College Facilities Quarterly Report.

4.4 Information Technology Quarterly Report

There were no questions regarding the IT Quarterly Report.

4.5 Contracts and Purchases

Trustee Davis requested items 4.5.3 and 4.5.5 be removed from the Consent Agenda for further discussion. Trustee McCulloch requested items 4.5.7 and 4.5.8 be removed for discussion. Trustee Kuhn requested item 4.5.4 be removed for discussion.

CONSENT CALENDAR – CONTRACTS AND PURCHASES

Items 4.5.1, 4.5.2 and 4.5.6 listed below on the Consent Calendar – Contracts and Purchases were enacted by one motion. No separate discussions of these items were requested.

Trustee Davis **MOVED** to approve items 4.5.1, 4.5.2 and 4.5.6 on the Consent Calendar - Contracts and Purchases. Trustee McCulloch seconded.

AYES: Davis, Kuhn, McCulloch, O’Sullivan, Sullivan

NAYS: None Motion Carried

4.5.1 Robot Remote A-Cab R-30iB Transformer Auburn Hills Campus

The Board of Trustees approved the purchase of bulk road salt from Compass Minerals America, Inc. at a cost not exceed \$74,695 for the 2014-15 winter season.

4.5.2 2015-2018 Dispatch Agreement with Oakland County Sheriff’s Department College-Wide

The Board of Trustees approved the 2015-2018 Police Dispatch Service(s) Agreement with the County of Oakland.

4.5.6 Space Rental 2015 Commencement College-Wide

The Board of Trustees approved the use of The Palace of Auburn Hills for the 2015 commencement ceremony at a cost not to exceed \$65,000.

END OF CONSENT CALENDAR – CONTRACTS AND PURCHASES

4.5.3 Acquest Realty Advisors, Inc.
College-Wide

A discussion took place regarding the contract with Acquest Realty Advisors, Inc.

Trustee Kuhn MOVED this issue go back to Administration, and they provide the added information the Board is requesting. Trustee Davis seconded.

AYES: Davis, Kuhn, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

4.5.4 Marketing Services
College-Wide

Trustee McCulloch MOVED the Board of Trustees approve the use of JankowskiCo for marketing services in an amount not to exceed \$60,000 through June 30, 2015. Trustee O'Sullivan seconded.

Parliamentarian Coco Siewert noted a motion was not necessary to discuss this item.

A discussion took place regarding the additional services JankowskiCo. would be providing for OCC's 50th anniversary campaign.

Trustee Davis MOVED to approve the use of JankowskiCo for marketing services not to exceed \$60,000 through June 30, 2015. Trustee McCulloch seconded.

AYES: Davis, Kuhn, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

4.5.5 Investment Advisory Services
College-Wide

A discussion took place regarding the necessity for a portfolio manager and confirming this recommendation from CBT.

Trustee Davis MOVED the Board of Trustees approve the use of The PFM Group for Discretionary Portfolio Manager. [The cost of this service will fluctuate with the market value of assets. Based on our current asset value of \$245 million as of 12/31/14, the amount for this service would be \$167,114 annually.] Trustee Kuhn seconded.

AYES: Davis, Kuhn, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

4.5.7 ProTech Professional Technical Services, Inc.
Economic and Workforce Development

Vice Chancellor of External Affairs Sharon Miller provided further clarification.

Trustee McCulloch MOVED the Board of Trustees approve a contract renewal with ProTech Professional Technical Services, Inc. for training and facilitation services in an amount not to exceed \$90,000 through June 30, 2015. Trustee Kuhn seconded.

AYES: Davis, Kuhn, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

4.5.8 Workforce Intelligence Network/Southeast Michigan Community Alliance
Economic and Workforce Development

Vice Chancellor of External Affairs Sharon Miller provided further clarification.

Trustee Kuhn MOVED the Board of Trustees approve the use of WIN/SEMCA for a total amount not to exceed \$79,500 for services delivered through November 30, 2015. Trustee Davis seconded.

AYES: Davis, Kuhn, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

5. UNFINISHED BUSINESS

5.1 2015 Board of Trustees Special Meeting and Workshop Schedule

Trustee Davis MOVED the Board of Trustees approve the proposed 2015 Board of Trustees Special Meeting and Workshop Schedule. Trustee O'Sullivan seconded.

Trustee Kuhn MOVED the schedule be changed to March 18 at 8 p.m. and May 6 at 7:00 p.m. Trustee McCulloch seconded.

A discussion ensued regarding the meeting start times, location, receiving workshop materials in advance, recording the workshops, and the content to be presented.

Trustee Kuhn made a friendly amendment to change the meeting start time for the March 18th meeting to 7:30 p.m. Trustee O'Sullivan suggested starting the meeting at 7:00 p.m. Trustee Kuhn stated if the Board agrees, he has no problem with changing the time to 7:00 p.m. as part of this proposed amendment.

There being no objection, Trustee Kuhn made a friendly amendment for the Financial Workshop to be held on March 18th at 7:00 p.m. at the District Office Board Room and the May 6th, 7:00 p.m., Board Budget Workshop, be held at a location to be determined.

AYES: Davis, Kuhn, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

A vote was taken on the original motion to adopt the schedule as amended.

AYES: Davis, Kuhn, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

6. NEW BUSINESS

6.1 ACCT Lifetime Membership

Trustee Davis MOVED to approve presenting Sandra Ritter with a lifetime membership to the Association of Community College Trustees (ACCT). Trustee O'Sullivan seconded.

Trustee Kuhn MOVED to postpone this item to the next regular Board meeting when all members are in attendance. Trustee Davis seconded.

AYES: Davis, Kuhn, O'Sullivan

NAYS: McCulloch, Sullivan Motion Failed

Trustee Davis requested a friendly motion to withdraw the original motion. Chair Sullivan objected.

The motion to withdraw went to a vote:

AYES: Davis, Kuhn, O'Sullivan

NAYS: McCulloch, Sullivan Motion Failed

The vote on the original motion to present Sandra Ritter with a lifetime membership to ACCT:

AYES: Davis, Kuhn, O'Sullivan

NAYS: McCulloch, Sullivan Motion Failed

7. BOARD MEMBER REPORTS AND COMMENTS

Chair Sullivan announced he has appointed Treasurer John McCulloch and himself to the Audit Committee to account for the three Board of Trustee members, along with Trustee Bryant who is currently serving on the committee. The Audit Committee is presently working on a search for an applicant from the community to serve on the committee, as well.

Trustee Kuhn noted he is not in favor of the auditors presenting at the March 18th workshop if their main purpose is to explain what an audit is, as the Board is aware of what audits entail.

Chair Sullivan asked for a motion to go into closed session for the purpose of discussing real estate issues.

Trustee Davis MOVED to go into closed session for the purpose of discussing real estate negotiations. Trustee O'Sullivan seconded.

A roll call was taken:

AYES: Davis, Kuhn, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

8. ADJOURNMENT

Trustee Kuhn MOVED to adjourn the meeting, and Trustee Davis seconded.

AYES: Davis, Kuhn, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

Chair Sullivan adjourned the meeting at 9:28 p.m.

Cherie A. Foster

Date

Thomas P. Sullivan, Chair

Pamala M. Davis, Secretary