

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
January 22, 2001
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 Towar at 6:03 p.m., who welcomed all guests and staff members.

1.2 Attendance

Present

Jeanne Towar, Chairperson
Judith Wiser, Vice Chairperson
Sandra Ritter, Secretary
Pamala Davis, Trustee
Anne Scott, Trustee
Janice Simmons, Trustee
John Wangler, Trustee

Trustee Simmons **MOVED** to enter into closed session for the purpose of discussing labor negotiations and an individual employment issue.

Roll Call Vote:

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

NAYS: None Moti
on Carried

Closed Session called to order at 6:04 p.m.

Trustee Simmons **MOVED** to enter into regular session at 8:06 p.m.

Chairperson Towar reconvened regular session under Student Presentation.

1.3 Student Presentation

Carol Bennett, Speech instructor at the Orchard Ridge Campus, introduced Rica Garcia who offered a forensics performance to the Board. A Workbook and Guide for College Forensics was distributed to the Board. A certificate of achievement from the Michigan Intercollegiate Speech League was shared with the Board recognizing OCC for superior performance in earning 1st place in the community college division.

1.4 Review of Minutes

The minutes of the November 20, 2000 meeting were accepted without revisions.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

- Kelly Wahl of the Royal Oak Campus will offer a student presentation to the Board.
- The next Board Planning Session will be held on January 29, 2001, at 6:00 p.m. in the District Office Board Room.
- The Business and Community Alliance Meeting will be held on February 12, 2001, at the M-TEC building at Auburn Hills beginning at 6:00 p.m.
- The Chancellor noted that the Board packets contain November and December 2000 financial statements.
- The Michigan Community College Association's winter in-service will be held at Henry Ford Community College, January 26-27.
- A student wage increase will go into effect per the budget.
- Enrollment figures to date are about ½% off last year but are expected to meet or exceed last year's figures after the second 7 ½ week class registration.
- OCC's Chrysler Academy was recognized at a recent state-level career program sponsored by the Michigan Department of Career Development.
- The Surgical Technology program has been well received.
- A web site for the Board of Trustees is now available on the OCC web page and can be found under College Governance. A web site will also be developed for the Chief Officers of the College and the Foundation Board members.
- There will be no academic presentation this evening.

- Mr. Heppinstahl is to be removed from the Personnel Recommendations.

2.2 Staff Reports

None

2.3 Introduction of New Staff

The following new staff members were introduced: Sandra Abernathy, BIS faculty member at the Auburn Hills campus; Rose Helm, Administrative Assistant in the Human Resources Department; Cheryl Blake-Bagely, Human Resources Specialist; and John Huerta, Public Safety at Highland Lakes.

3. COLLEGE RESOURCES

3.1 Personnel Recommendations

Trustee Ritter MOVED to approve the personnel recommendations as presented.

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

NAYS: None
Motion Carried

The recommendations for the faculty appointments of Richard Koblin, Natural Science (SF) and William Schanerberger, CIS (OR); the management staff appointments of Laurie Huber, Campus Facilities Manager (AH); Alex Bezvik, ITS Professional (DO); and Callina Henson, P.A.S.S. specialist (AH); and the exempt management appointment of Cissie Patterson, PDTC administrative assistant (PC) were approved.

3.1.1 Executive Employment Agreements

Trustee Ritter MOVED to approve the Executive Employment Agreements for:

George F. Keith, Campus President, Highland Lakes; Martha R. Smydra, Campus President, Royal Oak/Southfield; and Norman L. Stephens, Jr., Campus President, Auburn Hills.

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

NAYS: None
Carried

Motion

3.2 Business and Finance

3.2.1 Treasurer's Report (December 2000 and January 2001)

The Board reviewed the Treasurer's Report

3.2.2 General Fund Budget Status Report (December 2000 and January 2001)

The Board reviewed the General Fund Budget Status Report

3.3 College Facilities

3.3.1 Progress Report – Construction Projects

The Board reviewed the Progress Report – Construction Projects and Chancellor Thompson noted the \$5 million positive variance.

3.4 Contracts and Purchases

CONSENT AGENDA

Items 3.4.1 - 3.4.11 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 considered as the last item before Adjournment.

It was **MOVED** by Trustee Simmons to approve the following items under consent agenda.

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

NAYS: None
on Carried

Moti

Campus

3.4.1 Replacement of Dump/Plow Truck – Orchard Ridge

The Board of Trustees approved the purchase of a dump/plow truck from Red Holman Pontiac – GMC at a cost not to exceed \$59,667.

3.4.2 Furniture – Pontiac Place

The Board of Trustees approved the purchase of furniture from Interior Systems Contract Group at a cost not to exceed \$159,948.

3.4.3 Printing of Schedule of Classes Spring/Summer 2001

The Board of Trustees approved the printing of the Spring/Summer Schedule of Classes from Inco Graphics at a cost not to exceed \$27,157.00.

3.4.4 Printing of the 2001-2002 College Catalog

The Board of Trustees approved the purchase of printing services from Von Hoffmann Graphics up to 70,000 college catalogs, at a cost not to exceed \$59,496.00.

3.4.5 CNC Retrofit – Auburn Hills Campus

The Board of Trustees approved the purchase of the CNC Retrofit (includes hardware, measuring software and installation) from International Metrology Systems, Inc., for the Sheffield Cordax Coordinate Measuring Machine at a cost not to exceed \$46,750.

3.4.6 Associated Degree Nursing (ADN)/
Modified Career Ladder (MCL) –

Practical Nurse Education (PNE) Program – Highland Lakes

Campus

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

3.4.7 Exercise Science and Technology Program – Highland Lakes

Campus

The Board of Trustees approved the College entering into an agreement with Lifetime Fitness of Troy, Michigan, and authorized the Chairperson to execute the agreement.

Services 3.4.8 Contract with Grand Eagle Services – Workforce Development

The Board of Trustees approved a contract with Grand Eagle Services, for a cost not to exceed \$65,000 for training delivered through June 30, 2001.

3.4.9 Contract with Jackson Community College – Workforce Development Services

The Board of Trustees approved a modification of the contract with Jackson Community College for an additional amount not to exceed \$45,000 for instruction and materials delivered through June 30, 2001.

3.4.10 Contract with REXROTH/INDROMAT – Workforce Development Services

The Board of Trustees approved a contract with REXROTH/INDROMAT, for a cost not to exceed \$35,000 for training delivered through June 30, 2001.

3.4.11 Contract with American Systems Technology, Inc. – Workforce Development Services

The Board of Trustees approved a contract with ASTI, for a total amount not to exceed \$150,000 for technical training through June 30, 2001.

END OF CONSENT AGENDA

4. ACADEMIC AND STUDENT AFFAIRS

4.1 Academic Senate Reports

No Report

4.2 Student Reports

Kelly Wahl, Student Representative to the Board, updated the Board on Phi Theta Kappa activities: essays regarding the organization's activities during the past year in the areas of scholarship, fellowship, leadership and service will be submitted at the regional, national and international meetings.

4.3 Academic Initiatives

No Report

5. OLD BUSINESS

None

6. NEW BUSINESS

Chancellor Thompson noted that College staff will be able to obtain the flu vaccine through the Oakland County Health Department and the College will underwrite the \$3.00 cost.

6.1 Revision of Use of College Facilities and Services Policy

Trustee Ritter **MOVED** to lodge the recommended revisions to Board Policy 5.2, Use of College Facilities and Services.

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

NAYS: None
tion Carried Mo

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Trustee Simmons thanked the staff at the Southfield campus for their hospitality during the recent AKA sorority leadership retreat held in the multi-purpose room. Trustee Simmons requested that the College conduct a wage and salary survey in follow-up to her observation of pay ranges found in OCC postings.

Trustee Ritter thanked the Highland Lakes campus for the excellent Martin Luther King, Jr. Breakfast.

7.2 Labor Organizations and Associations

Jim Berry, OCCFA faculty President, introduced himself to the Board.

Kurt Worth, President of ACFSME Local 1999, asked the Board to reconsider their vote regarding the separation of an employee as found on the January 22, 2001 Personnel Recommendations. The Board Chairperson noted that the Board received his letters.

7.3 Public Comments/Petitions

None

8. ADJOURNMENT

Trustee Towar adjourned the meeting at 8:43 p.m.

Respectfully submitted,

Pamela Kramer

Date

Jeanne Towar, Chairperson

Sandra Ritter, Secretary