



OAKLAND
COMMUNITY
COLLEGE

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
January 28, 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 Towar at 7:00 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

1.3 Student Presentation

Martha Smydra, Southfield/Royal Oak Campus President, introduced Carolyn Nacy, Director of the Diagnostic Medical Sonography and Radiologic Technology (DMS/RAD) programs. Dr. Smydra also acknowledged Nadia Boulos, Dean of Academic and Student Services at the Southfield Campus, for her oversight of the program.

Carolyn Nancy introduced four of her students, Bob Cazier, Jill Laidlaw-Gonzales, Michelle McMahon and Deborah White, who offered a presentation about the DMS/RAD program.

The students highlighted the requirements and challenges of the program, noting that it is very rewarding. They presented pictures taken with DMS/RAD equipment. Students graduating from these programs have a wide variety of employment opportunities available to them.

The students invited the Board to attend their graduation ceremony in August at the Southfield Campus.

1.4 Review of Minutes

1.4.1 The minutes of the November 19, 2001, meeting were accepted as revised.

1.4.2 The minutes of the December 17, 2001, meeting were accepted without revision.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

- On Tuesday, January 15, 2002, OCC hosted a CREST event at Oakland County Executive L. Brooks Patterson's office. The Chancellor also toured the three homes at the CREST site today, and noted that the stoplight and streetlights are in. The Chancellor has been informed by Steve Baldwin of AUCH that OCC is expecting to receive over 100 bids for the various CREST projects.
- On Friday, January 18, the Highland Lakes Campus and Waterford Schools hosted the annual Martin Luther King, Jr. Breakfast. The Chancellor noted that Josh White performed at this wonderful event, and it was very well attended.
- The Chancellor and Vice Chancellor Carol Brown recently signed a 2+2 agreement with Wayne State University School of Business.
- On January 25, 2002, the General Motors Truck Division accepted applications for their apprentice program. TV2 covered the event which drew numerous applicants who started arriving the night before.

- On February 1 and 2, the Michigan Community College Association will host its winter in-service at Mott Community College.
- The National Legislative Seminar will be held February 10-12 in Washington, D.C.
- In a recent *Community College Week* clipping Peter Stine, English Faculty at the Orchard Ridge Campus, was cited as the editor of *Witness*, one of the most respected literary magazines in the nation.
- Two new employees will be introduced this evening.
- Carol Brown, Vice Chancellor of Academic and Student Affairs, will offer a presentation under Academic Initiatives regarding distance education.

2.2 Staff Reports

None

2.3 Introduction of New Staff

Martha Smydra, Southfield/Royal Oak Campus President, introduced David Mathews, (SF) Dean of Academic and Student Services; and George Keith, Highland Lakes Campus President, introduced Linda Mastin, (HL) CIS Paraprofessional.

3. COLLEGE RESOURCES

3.1 Personnel Recommendations

Trustee Simmons MOVED to approve the Personnel Recommendations as submitted.

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

NAYS: None
Carried

Motion

The recommendation for leave of absence without pay of Nicole M. Kassab (HL) Counselor; the Classified appointments of Susan DeGeorge-Henke (HL) Student Services Specialist and Kristine Hawkins (AH)

Secretary; and the Management staff interim temporary appointment of Barbara Savkovich (SF) Child Care Center Coordinator was approved.

3.2 Business and Finance

3.2.1 Treasurer’s Report

The Board of Trustees reviewed the Treasurer’s Report.

3.2.2 General Fund Budget Status Report

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

3.3 College Facilities

3.3.1 College-Wide Deferred Maintenance Project

Precast Concrete Parking Structure
Auburn Hills Campus
OCC Project No. PF-AH03-001

Trustee Ritter MOVED to grant 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</u>	<u>Name</u>	<u>Project</u>
Structure	Precast	Concrete	Parking
	\$7,379,700.00		
	Auburn Hills Campus		
	OCC Project No. PF-AH03-001		

Trustee Wangler MOVED that the Board of Trustees table Trustee Ritter’s Motion to grant authority to the George W. Auch Company for the purpose of entering into a construction contract for the following project until the February Board of Trustees’ meeting:

	<u>Project Name</u>	<u>Project Cost</u>
Structure	Precast Concrete \$7,379,700.00 Auburn Hills Campus OCC Project No. PF-AH03-001	Parking
Wangler	AYES: Towar, Wiser, Ritter, Davis, Scott, Simmons,	
carried	NAYS: None	Motion

The Board of Trustees requested more information about the project, including a copy of the parking study, background information and analysis. The Chancellor noted that such information will be sent to the Board prior to the February Board of Trustees' meeting.

3.3.2 Progress Report - Construction Projects

The Board reviewed the Progress Report – Construction Projects.

Trustee Simmons noted the positive variance.

3.4 Contracts and Purchases

CONSENT AGENDA

Items 3.4.1 – 3.4.4 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 considered as the last item before Adjournment.

Trustee Scott MOVED to approve items 3.4.1 – 3.4.4 under consent agenda.

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

NAYS: None
Carried

Motion

3.4.1 Boiler Repair – Orchard Ridge Campus

The Board of Trustees approved the provision of boiler repair services by Purvis & Foster, Inc., for a cost not to exceed \$27,909.

3.4.2 Cushman 720 Haulster Work Truck Auburn Hills Campus

The Board of Trustees approved the purchase of 3 Cushman 720 Haulsters from Industrial Vehicle & Turf, Inc., at a cost not to exceed \$49,845.

3.4.3 Microsoft Campus Agreement

The Board of Trustees authorized the Microsoft Campus Agreement for one year ending January 31, 2003, with the dealer Software Express at a cost not to exceed \$59,590.

3.4.4 Learning Designs, Inc. Workforce Development Services

The Board of Trustees approved a contract with Learning Designs, Inc., at a cost not to exceed \$100,000 for Professional Skills training through August 1, 2002.

END OF CONSENT AGENDA

4. ACADEMIC AND STUDENT AFFAIRS

4.1 Academic Senate Reports

Gerald Faye noted that in January, the Academic Senate considers revisions to courses and programs for inclusion in the new catalog

4.2 Student Reports

None

4.3 Academic Initiatives

Carol Brown, Vice Chancellor of Academic and Student Affairs, offered an update on distance education, the Michigan Community College Virtual Learning Collaborative (MCCVLC) and augmented courses. She distributed information to the Board of Trustees. She noted that 147 courses using distance education are currently offered. Of these, 23 courses are fully on-line, and 124 courses are using it to some degree. In the fall, the College anticipates a 25% increase in augmented courses and a 50% increase in on-line courses. Also, through the MCCVLC, two OCC CIS faculty are presently producing a web-master and network certification. By next fall, the Dental Assistant program will be fully on-line. Finally, Carol Brown noted that OCC has a retention rate of 55% in the on-line courses, higher than the national average.

5. OLD BUSINESS

Dr. John Wangler, Trustee, noted that he was very impressed with the Search Process Handbook that was mailed to the Board of Trustees. He requested more information regarding the criteria for search committees within the management/administration classifications. The Chancellor will report on this in the *Happenings*.

Judith Wiser, Vice Chairperson, MOVED that the Chancellor bring to the Board a recommendation for an independent auditor who is qualified to evaluate Datatel.

A roll call vote was taken.

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

NAYS: None

Motion

Carried

Trustee Wangler requested a detailed line item budget of Datatel including last year's fiscal year-end and year-to-date figures. Mr. Brantley noted that this information will be available soon and will be sent to the Board of Trustees.

Trustee Wangler requested a copy of the policy whereby the Chancellor has the authority to pay an employee 10% over his/her salary. The Chancellor noted that this policy can be found in the *Employee Handbook*, and a copy will be sent to Trustee Wangler.

6. NEW BUSINESS

None.

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Trustee Towar commended Trustee Scott who was recently named a Lifetime Trustee of the Boys and Girls Clubs of Southeast Oakland County.

Trustee Scott distributed an article, *“From Backroom to Boardroom: Information Technology as a Major Community College Governance and Leadership Issue”*, noting that this article discusses how Trustees must also be good administrators.

Trustee Scott also reported that the Commission on Collegiate Nurse Education is lobbying to require nurses to obtain a four-year degree.

Trustee Simmons MOVED that the College make every effort to make people aware of the value of the two-year nursing program.

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

NAYS: None Motion
Carried

Trustee Simmons reported that she recently discussed with Nadia Boulos, Dean of Academic and Student Services at the Southfield Campus, bringing OCC students to the Rehabilitation Institute of Michigan to obtain practicum experience.

7.2 Labor Organizations and Associations

Debbie Schmidt, President of AFSCME Local 2042, announced that 20 new members, the child care coordinators, have joined Local 2042. She

reported that the union will be working with the College to negotiate salary and wages for these employees.

7.3 Public Comments/Petitions

None

8. ADJOURNMENT

Trustee Towar adjourned the meeting at 8:21 p.m.

Respectfully submitted,

Pamela Kramer

Date

Jeanne Towar, Chairperson

Sandra Ritter, Secretary