



OAKLAND
COMMUNITY
COLLEGE

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
February 17, 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

Absent

Pamala Davis, Trustee
Sandra Ritter, Trustee
Judith Wiser, Trustee

1.3 Student Presentation

Mr. Bernie Little, Athletic Director at the Highland Lakes Campus, introduced students Ashlee Larson and Jillyn Stork of the women's basketball team, and Toni Salo and Kasey DeSutter of the women's softball team. He indicated that last spring the softball team placed first in the Eastern Region and fifth in the nation. The basketball team is

currently 18 – 6 overall, and 10 –2 in the Eastern Conference; the last game will be played on Wednesday. Mr. Little indicated that the overall GPA for the basketball team is 3.55 and the softball team is 3.8.

1.4 Review of Minutes

1.4.1 The minutes of the January 27, 2003, regular meeting were accepted without revision.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

- Chancellor Thompson congratulated Chairperson Simmons on her new position as Vice President of Nursing and Clinical Services at Hurley Hospital.
- The next Business and Community Alliance meeting is scheduled for March 31, 2003. The focus will be employee training.
- A Board Planning Session has been scheduled for February 24, 2003.
- The Commission on Higher Learning: NCA site focus visit will be held on March 24 and 25, 2003.
- The OCC delegation to the National Legislative Seminar last week was busy in meetings with Representatives Knollenberg, Levin, Rogers, McCotter and Kildee, Senator Levin, Senator Stabenow's representative, Triton Corporation and Governor Granholm's Washington liaison and Homeland Defense Chief of Staff, Duncan Campbell from the Homeland Defense Department.
- The budget revisions will be discussed at the Board Planning Session on February 24, after Governor Granholms' Executive Order on February 19, 2003.
- Vice Chancellor Brantley and his staff have held information sessions at all campuses for an overview of the budget process. Numerous comments received have been very positive.
- Patrick O'Connor will present Academic Outcomes Assessment under Academic Reports.
- Mike Hynes, Vice President of the Phi Theta Kappa chapter at the Highland Lakes Campus, will offer a student update to the Board.
- Two new employees will be introduced this evening.

- Three staff reports will be presented this evening: Ernest Harrison, Human Resources Liaison to the Chancellor Search Process, will offer an update on the Chancellor search; Andrew Hillberry, Chief Information Officer, will offer an update on the MCCA RFP on course management systems; and Vice Chancellor Clarence Brantley will briefly speak on the budget revisions.
- Chancellor Thompson indicated that an employment agreement developed by Chief Human Resources Officer Cathy Rush was sent to the Board and if it is acceptable, can be included in an upcoming agenda.

Ernest Harrison, Human Resources Liaison to the Chancellor Search Process, noted that the timeline for the Chancellor Search process was shared with the Board. Applications are being forwarded to Dr. Ponitz. The requested application due date was extended to March 7, 2003. Dr. Ponitz will be returning to OCC on March 17, 2003.

Andrew Hillberry, Chief Information Officer, offered an update on the MCCA In-service he attended. He indicated that if the Educator product by Ucompass is selected by some MCCA colleges, MCCVLC will support it, as well as Blackboard.

Clarence Brantley, Vice Chancellor of Administrative Services, will prepare a revised budget for review at the Board Planning Session.

2.3 Introduction of New Staff

Cathy Rush, Chief Human Resources Officer, introduced Julie Jurmo (DO) Training Coordinator; and Clarence Brantley, Vice Chancellor of Administrative Services, introduced Glenn Morrison, Public Safety Officer (CW).

3. COLLEGE RESOURCES

3.1 Personnel Recommendations

Secretary Scott MOVED to accept the Personnel Recommendations.

AYES: Simmons, Wangler, Scott, Abraham

NAYS: None
Carried

Motion

The following appointments were approved: the management staff appointment of Jessica Irwin (DO) Financial Services Analyst; the public safety appointment of Scott Vierk (CW) Public Safety Officer; the classified part-time appointments of Lon Gauthier (AH) Parts and Tool Crib Attendant and Richard Lee (OR) Paraprofessional.

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

CONSENT AGENDA

Items 3.3.1 – 3.3.3 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.

Secretary Scott MOVED to table item 3.3.1 until the February 24, 2003 Board Planning Session, and to approve items 3.3.2 and 3.3.3 under consent agenda.

AYES: Simmons, Wangler, Scott, Abraham

NAYS: None
on Carried

Moti

3.3.1 College-Wide Deferred Maintenance Project

Interior Renovations – Building B Cafeteria
Royal Oak Campus
OCC Project No. PF-RO03-003

The Board of Trustees tabled this item until the February 24, 2003,
Board Planning Session:

<u>Name</u>	<u>Project</u>	<u>Project Cost</u>
Cafeteria	Interior Renovations – Building B \$678,400 Royal Oak Campus OCC Project No. PF-RO03-003	

3.3.2 College-Wide Deferred Maintenance Project
Emergency Sewer Back Check Valve Replacement
Southfield Campus
OCC Project No. PF-SF03-007

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>
36,914	Emergency Sewer Back Check Valve Replacement Southfield Campus OCC Project No. PF-SF03-007	\$

3.3.3 College-Wide Deferred Maintenance Project
Ceiling and Lighting Replacement/Staff Relocation – Building

K

Orchard Ridge Campus
OCC Project No. PF-OR03-015

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/	Ceiling and Lighting	\$140,500
	Staff Relocation – Building K Orchard Ridge Campus OCC Project No. PF-OR03-015	

END OF CONSENT AGENDA

3.3.4 Progress Report – Construction Projects

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

3.4 Contracts and Purchases

CONSENT AGENDA

Items 3.4.1 – 3.4.7 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.

Vice Chairperson Wangler MOVED to approved items 3.4.1 – 3.4.7 under consent agenda.

AYES: Simmons, Wangler, Scott, Abraham

NAYS: None Moti
on Carried

3.4.1 Affiliation Agreement
Surgical Technician Program

Southfield Campus

The Board of Trustees approved the College entering into an agreement with Henry Ford Medical Group of Detroit, Michigan, and authorized the Chairperson to execute the agreement.

3.4.2 Orchard Ridge – Carpet Replacement

The Board of Trustees approved a contract with Navigating Business Systems for the replacement of carpet, at a cost not to exceed \$42,383.20.

3.4.3 Michigan Asset/Compass Users Group Purchase

The Board of Trustees approved the purchase of 30,000 COMPASS Scantron sheets from Delta College, at a cost not to exceed \$33,000.

3.4.4 Printing of the 2003-2004 College Catalog

The Board of Trustees approved the use of printing services from Phillips Brothers Printing, for up to 70,000 college catalogs, at a cost not to exceed \$55,018.00.

3.4.5 Multi-Skill Program – Manufacturing Diagnostics Cell

The Board of Trustees approved the purchase of a Manufacturing Diagnostic Cell from SMC Corporation, at a cost not to exceed \$66,314.16.

3.4.6 Contract with RWD Technologies, Inc. Workforce Development Services

The Board of Trustees approved a contract with RWD Technologies, Inc., at a cost not to exceed \$100,000 for training and materials delivered through September 30, 2003.

3.4.7 Contract with ABB Automation, Inc. Workforce Development Services

The Board of Trustees approved a contract with ABB Automation Inc., at a cost not to exceed \$75,000 for training and materials delivered through September 30, 2003.

END OF CONSENT AGENDA

4. ACADEMIC AND STUDENT AFFAIRS

4.1 Academic Senate Reports

Gerald Faye indicated that due to the options available through Datatel, many of the disciplines are reviewing the required pre-requisites for student entrance to many of our classes. It is a vast undertaking which is being shepherded by Ron Spainhour and the College Curriculum Committee.

4.2 Student Reports

Mike Hynes, Vice President of Phi Theta Kappa at the Highland Lakes Campus, reported that the chapter has completed their essays for the five star status and that the chapter will attend the national convention in Anaheim, California, in April. He indicated that Representative Mike Rogers will be speaking at the Walkways and Wideways community forum that PTK is hosting on March 29. Their new service project is a book drive for the Child Care Centers.

4.3 Academic Initiatives

Patrick O'Connor, faculty member at the Auburn Hills Campus, provided a brief review of the Student Outcomes Assessment Committee.

5. OLD BUSINESS

None

6. NEW BUSINESS

None

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Secretary Scott provided reports on her attendance at the MCCA In-service in Lansing and the National Legislative Seminar in Washington, DC.

Vice Chairperson Wangler indicated that the legislators are very interested in our CREST project.

Chairperson Simmons thanked Ann Walaskay, Letyna Roberts and Cheryl Kozell for their representation of Oakland Community College and requested that letters of appreciation be drafted for the Board to send to them.

Chairperson Simmons indicated her appreciation of all the pledges she has received for the Oakland Livingston Human Service Agency's "Walk for Warmth" on February 22, 2003.

7.2 Labor Organizations and Associations

None

7.3 Public Comments/Petitions

Michael McGinnis asked about the absences of Trustees Davis, Ritter and Wisser.

8. ADJOURNMENT

Chairperson Simmons adjourned the Board meeting at 7:55 p.m.

Respectfully submitted,

Pamela Dorris

Date

Janice Simmons, Chairperson

Anne Scott, Secretary