



OAKLAND  
COMMUNITY  
COLLEGE

**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
April 21, 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  
Pamala Davis, Trustee  
Sandra Ritter, Trustee  
Judith Wisner, Trustee

Absent

Phillip Abraham, Trustee

1.3 Student Presentation

Lynne Howes, a student at the Royal Oak Campus, offered a student presentation regarding how the ceramics program teaches the technical skills of ceramics itself while the lab teaches and supports the student in how to make a living as an artist.

Secretary Scott was very pleased to report that proceeds from the annual pottery show are used to support scholarships. Trustee Ritter requested to

see the documentation supporting the statement that 15% of monies earned at art fairs is returned to the College. She also requested to see the documentation showing that monies received from the pottery preview show goes to scholarships.

#### 1.4 Review of Minutes

The minutes of the March 17, 2003, Board of Trustees were approved as presented.

## 2. CHANCELLOR'S REPORT

### 2.1 Chancellor's Comments

- Diversity Week was held the week of April 7 at all campuses. Activities at District Office were rescheduled due to the power outage.
- The OCC women's basketball team won the state women's basketball championship.
- Congressman Mike Rogers will be this year's commencement speaker.
- Dr. Andrew Feustel, Mission Specialist at NASA, will accept the outstanding alumnus award at graduation.
- Last weekend, College representatives attended the Commission on Higher Learning: North Central Association Annual Meeting. Chancellor Thompson noted that by 2005 there will be a fundamental shift in the accreditation process. The mission of the College will play a very important role. He recommended that the next Chancellor assume reframing the mission as a primary responsibility.
- Chancellor Thompson reported that House Bill 4228 is not expected to get out of committee.
- The Legislative Luncheon held at Karoub Associates was very well attended, and College administrators had many good conversations with the legislators.
- Chancellor Thompson complemented the staff who worked through the power outage at District Office.
- The Business and Community Alliance held on March 31, 2003, highlighted professional development activities.

- The Board of Trustees will be asked to review the MCCA budget and designate representatives to endorse the budget at the MCCA Board of Trustees' meeting.
- Azadeh Toofaninejad, Orchard Ridge student representative to the Board, will offer an update on Phi Theta Kappa activities.
- Andrew Hillberry, Chief Information Officer, will offer an update on the status of Datatel.
- Clarence Brantley, Vice Chancellor of Administrative Services, will update the Board on the Chancellor's Search.
- A public hearing will be held this evening to present the 2003-04 general fund budget.
- Wilma Porter, Director of Financial Assistance and Scholarships, will offer a presentation regarding the Office of Financial Assistance and Scholarships.
- One new employee will be introduced this evening.

## 2.2 Staff Reports

Andrew Hillberry, Chief Information Officer, reported that an upgrade was successfully installed on the Datatel system.

Clarence Brantley, Vice Chancellor of Administrative Services, provided an update on the Chancellor search process noting that the advisory committee met on April 14, 2003. A report will be presented under old business.

George Keith, Vice Chancellor of Academic and Student Affairs, introduced Wilma Porter, Director of Financial Assistance and Scholarships, who offered a presentation regarding the Office of Financial Assistance and Scholarships and distributed a copy of her presentation to the Board of Trustees. She outlined the composition of the office and reviewed the challenges and successes realized by the office. She also highlighted the 2003-04 goals.

## 2.3 Introduction of New Staff

Vice Chancellor George Keith introduced Nancy Showers, Director of Institutional Research, to the Board of Trustees.

# 3. COLLEGE RESOURCES

### 3.1 Personnel Recommendations

Secretary Scott MOVED to approve the Personnel Recommendations as submitted.

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

NAYS: None Motion Carried

The Board approved the faculty recommendations for continuing contract for Jennifer Craft (HL) English as a Second Language, Beth Garnsey (HL) Library, David Gee (OR) Computer Information Systems, Mark Hopkins (AH) Mathematics, Brian Moss (HL) Sociology, Kenneth Sigler (AH) Computer Information Systems, and Thomas Zakrzewski (HL) Computer Information Systems. The Board approved the recommendation for the exempt - administrative appointment of Pamela Kramer (DO) Executive Assistant to the Chancellor; the management staff – grant funded temporary appointment of Jessica Jensen (AH) Project Manager; and the classified appointment of ClarissaElpedes (OR) Bookstore Assistant.

### 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.

#### 3.2.3 Public Hearing: Presentation of the 2003-04 General Fund Budget

Vice Chancellor Clarence Brantley conducted the Public Hearing: Presentation of the 2003-04 General Fund Budget and distributed a copy to the Board of Trustees. He recognized the work of Beth Kendall, Director of Budget and Financial Planning.

Chairperson Simmons requested that the College recognize those employees who made cost-cutting suggestions.

Trustee Ritter requested an accounting of the refreshments that the Board has had at each meeting during the last year. Trustee Wiser requested an accounting of the trips taken by Board members over the past two years.

3.3 College Facilities

**CONSENT AGENDA**

Items 3.3.1 – 3.3.4 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 Davis MOVED to approve items 3.3.1 – 3.3.4 under consent agenda.

AYES: Simmons, Wangler, Scott, Davis, Ritter

ABSENT: Wiser M  
Motion Carried

- 3.3.1 College-Wide Deferred Maintenance Project
  - Roof Replacement
  - Building H (Area's H-1, H-2 and J-1)
  - Auburn Hills Campus
  - OCC Project No. PF-AH03-027

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>Project Name</u>	<u>Project Cost</u>
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Roof Replacement, Building H (Area's H-1, H-2 and J-1) \$151,400  
Auburn Hills Campus  
OCC Project No. PF-AH03-027

3.3.2 College-Wide Deferred Maintenance Project  
Chilled Water Header and  
Expansion Tank Modifications  
Orchard Ridge Campus  
OCC Project No. PF-OR03-014

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>Project Name</u>	<u>Project Cost</u>
Chilled Water Header and Expansion Tank Modifications Orchard Ridge Campus OCC Project No. PF-OR03-014	\$72,600

3.3.3 College-Wide Deferred Maintenance Project  
Exterior Door Replacements  
Southfield Campus  
OCC Project No. PF-SF03-014

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>Project Name</u>	<u>Project Cost</u>
Exterior Door Replacements Southfield Campus OCC Project No. PF-SF03-014	\$78,900

3.3.4 College-Wide Deferred Maintenance Project

Chancellor and Human Resources Interior Renovations  
District Office  
OCC Project No. PF-DO03-001

The Board of Trustees granted authority to the George W. Auch Company the project expenditure authorization for the following work:

<u>Project Name</u>	<u>Project Cost</u>
Chancellor and Human Resources Interior Renovations District Office OCC Project No. PF-DO03-001	\$123,724

**END OF CONSENT AGENDA**

3.3.5 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 – 3.4.8 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 Davis MOVED to approve items 3.4.1 – 3.4.8 under consent agenda.

AYES: Simmons, Wangler, Scott, Davis, Ritter

ABSENT: Wisner Moti  
on Carried

3.4.1 Affiliation Agreement  
With The White Lake Family Health Services

Medical Assisting Program  
Highland Lakes Campus

The Board of Trustees approved the College entering into an agreement with Mark Richter, M.D., P.C., of the White Lake Family Health Services of White Lake, Michigan, 48386, and authorized the Chairperson to execute the agreement.

3.4.2 Affiliation Agreement  
With The Birmingham Medical Associates  
Medical Assisting Program  
Highland Lakes Campus

The Board of Trustees approved the College entering into an agreement with the Birmingham Medical Associates of Beverly Hills, Michigan, 48025, and authorized the Chairperson to execute the agreement.

3.4.3 Affiliation Agreement  
With The Jewish Community Center  
Exercise Science and Technology Program  
Highland Lakes Campus

The Board of Trustees approved the College entering into an agreement with the Jewish Community Center of Oak Park, Michigan, 48237, and authorized the Chairperson to execute the agreement.

3.4.4 Amendment to Ground Lease

The Board of Trustees approved the Amendment to Ground Lease with Selective Alliance, L.L.C., delaying the payment of rent to the College for up to two years, and authorized the administration and College attorney to execute the amendment.

3.4.5 Extension of Lobbying Appointment

The Board of Trustees approved extending the appointment of Dykema Gossett for the period April 1, 2003, through March 31, 2004, for a monthly fee of \$10,000 plus expenses, and authorized the Administration to execute the Agreement



3.4.6 Contract with Valentine Robotics  
Workforce Development Services

The Board of Trustees approved a modification of the contract with Valentine Robotics, for an additional \$100,000 and a total cost not to exceed \$200,000 for robotics training through September 30, 2003.

3.4.7 Contract with RWD Technologies, Inc.  
Workforce Development Services

The Board of Trustees approved a modification of the contract with RWD Technologies, Inc., for an additional \$60,000 and a total cost not to exceed \$160,000 for training through September 30, 2003.

3.4.8 Contract with Porsche Consulting GMBH  
Workforce Development Services

The Board of Trustees approved a contract with Porsche Consulting GmbH at a cost not to exceed \$35,000 for training and materials delivered through May 31, 2003.

**END OF CONSENT AGENDA**

**4. ACADEMIC AND STUDENT AFFAIRS**

4.1 Academic Senate Reports

None.

4.2 Student Reports

Azadeh Toofaninejad, Vice President of Scholarship for Phi Theta Kappa at the Orchard Ridge Campus, provided a student update to the Board of Trustees. She noted that several students attended the Phi Theta Kappa convention recently held in California. She also presented the William Bennett Lifetime Achievement Award to Chancellor Richard Thompson.

4.3 Academic Initiatives

None.

**5. OLD BUSINESS**

5.1 Revision to Policy on Information and Telecommunications System

Trustee Davis **MOVED** that the Board of Trustees approve the recommended revisions to Board Policy 3.8, Information and Telecommunications Systems as lodged at the March 17, 2003 Board meeting.

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

**NAYS:** None **Mo**

tion Carried

Chairperson Simmons recognized those who served on the Chancellor's Search advisory committee and also thanked Trustees Abraham and Davis for their hard work on this committee. She also thanked Trustee Ritter for her recommendation to get a legal opinion regarding holding a closed session.

Dr. Ponitz, Chancellor's Search Consultant, briefly reviewed the process to date via conference call. He explained that the Chancellor search brochure was sent out throughout the country. Mr. Tatum and Dr. Ponitz selected 11 of the 19 applicants and reviewed them with the committee. The committee accepted the 11 candidates as presented. Two Board members were a part of this process, and a third Board member was present as an observer. The advisory committee proceeded to determine the final recommendations to the Board of Trustees. The Board is charged with the responsibility of accepting or not accepting the final recommendations.

Vice Chairperson Wangler **MOVED** to accept the committee's recommendation and interview the four candidates that were submitted by the committee.

AYES: Simmons, Wangler, Davis, Ritter, Wiser

NAYS: Scott

Mo

tion Carried

Secretary Scott requested that the following statement be recorded in the minutes: "I think the Committee did a fine job. However, I have been in the industry for 30 years, and I think there is one candidate we need to consider that is not on the list."

Chairperson Simmons announced the names of the four candidates in alphabetical order. They are Dr. Brian Blanchard, Dr. Daniel Krezenski, Dr. Richard Pappas and Dr. Mary Spangler.

Trustee Wiser asked that it be recorded that per the Open Meetings Act, it is necessary to review, consider applications for appointment and conduct interviews in an open meeting.

Trustee Wiser requested that a copy of the interview questions used during the last Chancellor search be submitted to the Board.

Dr. Pontiz will work with Vice Chancellor Clarence Brantley to begin the next phase of the process.

## 6. NEW BUSINESS

### 6.1 MCCA 2003-2004 Annual Budget

Trustee Wangler MOVED that the Board of Trustees direct its Michigan Community College Association (MCCA) representatives to endorse the MCCA 2003-2004 annual budget as it is to be presented at the MCCA meeting in Centreville on April 28 and 29, 2003.

AYES: Simmons, Wangler, Scott, Davis, Wiser

NAYS: Ritter

Mot

ion Carried

## 7. COMMUNITY COMMENTS

## 7.1 Board Member Reports and Comments

Secretary Scott distributed a report regarding the AACC Convention she attended April 5 – 8, 2003. She noted that CREST continues to receive national attention; however, homeland security training dollars would be best received through a statewide community college consortium.

Trustee Wisner expressed her concern about seeing an action item now for the renovations made to the Chancellor's Office and the Human Resource's Office last December.

Trustee Ritter noted that she received a copy of the OCCFA newsletter and was very excited about the two spirited articles in it, one by Jon Lundgren and one by Don Nichols.

## 7.2 Labor Organizations and Associations

Mary Ston, OCCFA President, noted that she would advise Jon Lundgren and Don Nichols of Trustee Ritter's comments regarding the OCCFA newsletter.

## 7.3 Public Comments/Petitions

Individuals, having represented themselves as members of the Orchard Ridge Theatre Company, requested that Carol King's contract be reinstated with tenure and asked that the Theatre program be transferred to the Humanities Department. It was also noted that petitions had been presented at the last Board of Trustees' meeting.

Chairperson Simmons referred the request to the Chancellor and the Human Resources Department.

## 8. ADJOURNMENT

Chairperson Simmons adjourned the meeting at 9:10 p.m.

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Pamela Kramer

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Date

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Janice Simmons, Chairperson

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Anne Scott, Secretary