



OAKLAND
COMMUNITY
COLLEGE

BOARD OF TRUSTEES
REGULAR MEETING
AUGUST 16, 2004
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 Chairperson Wangler, who welcomed all guests and staff members.

1.2 Attendance

Present

John Wangler, Chairperson
Anne V. Scott, Vice Chairperson
Phillip Abraham, Secretary
Pamala Davis, Trustee
Thomas Kuhn, Trustee
Sandra Ritter, Trustee

Absent

Janice Simmons, Trustee

1.3 Public Comments/Petitions

None

1.4 Student Presentation

None

1.5 Review of Minutes

1.5.1 The Board of Trustees reviewed the Minutes of the 7/12/2004 Special Board meeting.

Trustee Abraham MOVED that the minutes of the 7/12/2004 Special Board meeting be changed under agenda item 1.4, Election of Officers, Treasurer to indicate that neither Chairperson Wangler nor Trustee Kuhn voted for Treasurer.

No vote was taken.

Trustee Ritter MOVED to table the motion until the full Board is present.

A roll call vote was taken.

AYES: Wangler, Scott, Davis, Ritter

NAYS: Abraham Abraham,
Kuhn Motion carried

The motion to table was carried.

1.5.2 The Board of Trustees reviewed the minutes of the 7/19/2004 Regular Board meeting.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

Chancellor Mary Spangler made the following comments and observations:

- Two new staff members will be introduced at tonight's meeting.
- A record total \$40,500 was collected in the thirteenth annual *Doreen Hope Shank Golf for Scholarships* fundraiser held at West Bloomfield's Shenandoah Golf Course on Friday, August 13, 2004. One hundred thirty-six golfers participated in the event. The 2004 Golf for Scholarships Committee consisted of David Adams, Cheryl Blake-

Bagley, Edward Callaghan, Mary Anne Cotton, Jill Dunphy, Candy Geeter, Elizabeth Hepinstall, Cheryl Kozell, Maria McCarthy, Anne Scott, Jim Shank and Sylvia Velasquez.

- Andy Hillberry will coordinate and implement the strategic planning process. Letters of invitation to participate on one of the seven task forces were sent to co-chairs and to 85 faculty, staff and administrators. The Strategic Planning Steering Committee has been identified and will meet quarterly. One orientation meeting for the task force co-chairs and two orientation sessionss for task force members are scheduled for early September. Regular meetings of task forces are scheduled throughout the fall. Several students and community members will sit on task force committees.
- In January, 2004, ~~The~~the Board voted to approve the request made by Oakland County to construct a radio tower on the Auburn Hills Campus. We have been working with counsel to execute the necessary documentation to proceed with owning the tower and are expecting to bring the final agreement to the Board in September or possibly October. Ownership of the tower was recommended because there is potential income from leasing out space on the tower, flexibility with moving the structure and use for OCC wireless communications.
- As the Board requested, two sites will present their facility master plans this evening. Campus President Edward Callaghan will present the Orchard Ridge Campus plan and Vice Chancellor Clarence Brantley will present the District Office plan.

-
-
-
-

2.2 Staff Reports

- President Edward Callaghan presented an overview covering the history, current developments and future objectives of the Orchard Ridge Campus Master Facilities Plan.
- Chancellor Spangler, ~~Director of Physical Facilities Dan Cherewick,~~ and Vice Chancellor Clarence Brantley provided a similar overview of developments at the District Offices comprised of the BeeAdministration Center, Guest House, Rochester Hills Office and Pontiac Center. As to the future of the Bee

Center/Guest House, the chancellor noted that space planning consultant firms are being interviewed and they will identify issues regarding space limitations and other options. Evaluations and recommendations for short-term action will be presented to the Board in January. A long-term plan for the District Office will take at least a year to prepare.

2.3 Introduction of New Staff

Auburn Hills Campus President Sharon Blackman introduced new employee Magda Abuhassabu, and Vice Chancellor George Keith introduced new employee Mark Woods.

3. COLLEGE RESOURCES

3.1 Personnel Recommendations

Vice Chairperson Scott MOVED to approve the Personnel Recommendations as presented.

AYES: Wangler, Scott, Abraham, Davis, Kuhn, Ritter

NAYS: _____ None Motion Carried

The Board of Trustees approved the following personnel recommendations: the request to rescind a sabbatical leave for Fall 2004 for Peter Stine (OR), English Faculty; the management staff-non-exempt appointments of Dennis Choiniere (CW) Information Technologies Instructional Technologist; Preetha Kannan (CW), Information Technologies Instructional Technologist; Wendy Subrin (CW), Information Technologies Instructional Technologist; Leigh Wolf (CW), Information Technologies Instructional Technologist; Tasha Turner (CW), Information Technologies IT Project Analyst; the management staff-non-exempt promotion/transfer of Christina Felcyn (CW) Marketing Admissions Recruiter; the management staff-non-exempt equity adjustment for Robert Spann (CW), Marketing Admissions Recruiter and Stephanie Spears-Boothe (CW), Marketing Admissions Recruiter; the classified appointment of Lauren Parlin (AH), Workforce Development Services Secretary; the classified transfer of Donna Palmer (DO), Enrollment Services Student Services Specialist from Student Services Specialist (AH); the maintenance transfer of George Francisco

(AH) Building and Grounds Building Custodian from Building Custodial (RO); the retirement of Constance Jones (AH), Superintendent, Building and Grounds Operations and

Maintenance; the retirement of Louis Kilbert (HL) Chemistry Paraprofessional; and the retirement of Ellsworth Rea (AH), Building and Grounds Building Custodian.

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
Building Energy Management System Conversion
Direct Digital Control (DDC)
Southfield Campus
OCC Project No. PF-SF03-003

Vice Chairperson Anne Scott MOVED to grant 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>
Conversion	Building Energy Management System	\$489,700
	Direct Digital Controls	
	<u>Southfield Campus</u>	
	OCC Project No. PF-SF03-003	

AYES: Wangler, Scott, Abraham, Davis, Kuhn, Ritter

NAYS: _____ None
on Carried

Moti

3.3.2 Progress Report – Construction Projects

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

3.4 Contracts and Purchases

CONSENT AGENDA – CONTRACTS AND PURCHASES

Items 3.4.1 – 3.4.14 listed below on the Consent Agenda are considered to be routine by the Board 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 Kuhn requested items 3.4.3, 3.4.5 and 3.4.7 – 3.4.14 be removed from the consent agenda.

Vice Chairperson Scott MOVED to approve Action Items 3.4.1, 3.4.2, 3.4.4, and 3.4.6 as Consent Agenda items.

AYES: Wangler, Scott, Abraham, Davis, Kuhn, Ritter

NAYS: _____ None
tion Carried

Mo

3.4.1 2004-2005 Agency Affiliations Nursing and Health Care Technologies

The Board of Trustees approved the College's agency affiliation with the facilities stated on the attached list, an authorized the chairperson to execute any new agreements as necessary.

3.4.2 Contract with Michigan State University Accident Investigation Training Oakland Police Academy Auburn Hills Campus

The Board of Trustees approved a contract with Michigan State University to provide a series of Accident Investigation Courses at a cost not to exceed \$98,400 for the 2004-2005 fiscal year.

3.4.4 Contract with Robert Doran
Specialized Police Training
Oakland Police Academy
Auburn Hills Campus

The Board of Trustees approved a contract with Robert Doran to provide a series of Police Records Management Courses at a cost not to exceed \$35,000 for the 2004-2005 fiscal year.

3.4.6 Purchase of a Shimadzu Mobile X-Ray System
Nursing and Health Professions
Southfield Campus

The Board of Trustees approved the purchase of a Shimadzu Mobile Art Plus X-Ray System from Mikron, Digital Imaging, at a cost not to exceed \$37,278.

END OF CONSENT AGENDA – CONTRACTS AND PURCHASES

4. ACADEMIC AND STUDENT AFFAIRS

4.1 Academic Senate Reports

None

4.2 Student Reports

None

4.3 Academic Initiatives

Vice Chancellor George Keith reported that the new technologies adopted by the College (e.g. web advisor and web registration) have contributed to strong early registration figures for the fall. Seventy percent of last year's headcount and 75 percent of last year's student credit hours have already been reached.

5. OLD BUSINESS

5.1 Board of Trustees Regular Meeting and Conference Schedule 2004-2005

The Board of Trustees reviewed the Board of Trustees regular meeting and conference schedule for 2004-2005.

5.2 Audit Subcommittee Report

Anne Scott, Phil Abraham and Pam Davis, audit subcommittee members, met and discussed the Sarbanes Oxley Act of 2002. They plan to provide a draft document outlining their role recommendations that will come to the Board.

6. NEW BUSINESS

6.1 Resolution of Appreciation for Trustee Judith Wiser's Years of Service to the Board of _____ Trustees.

Vice Chairperson Anne Scott MOVED to approve the following resolution of appreciation for Trustee Judith Wiser's years of service to the Board of Trustees.

AYES: Wangler, Scott, Abraham, Davis, Kuhn, Ritter

NAYS: _____None
ion Carried

Mot

Resolution in Appreciation of Service to Oakland Community College

Whereas Judith Wisner provided 18 years of continuous service to Oakland Community College as a Trustee and served terms as Chair and Vice Chair of the Board; and

Whereas Judith Wisner demonstrated concern for students' well-being regarding the educational environment and the resources to enable them to take advantage of their educational opportunities so they could grow intellectually and become productive, gainfully employed citizens;

Therefore, be it resolved that Trustee Judith Wisner be acknowledged for her contribution to Oakland Community College through her years of loyalty and dedication and be given, as a token of the College's appreciation, a lifetime membership in the Association of Community College Trustees (ACCT).

Vice Chairperson Anne Scott MOVED to invite, at the College's expense, former Trustee Judith Wisner to the ACCT Annual Community College Leadership Congress 2004 scheduled for October 6 – 9, 2004 at the Hilton-Riverside in New Orleans, LA.

AYES: Wangler, Scott, Abraham, Davis, Kuhn, Ritter

NAYS: _____ None Mot
ion Carried

Secretary Abraham MOVED that a monthly report to the Board of Trustees on CREST ~~to~~ include curriculum, fees, current usage and proposed usage.

Campus President Sharon Blackman will provide a monthly report to the Board of Trustees.

Trustee Ritter MOVED that the Chancellor and the Board Chair work together to hire a facilitator who will work with the Board of Trustees on Board relations and how the Board can best serve the College and our students. ~~The~~ A proposal will be brought forward at the September 20, 2004, Board of Trustees meeting.

AYES: Wangler, Scott, Abraham, Davis, Kuhn, Ritter

NAYS: _____ None
Motion Carried

Motion

Secretary Abraham MOVED to amend bylaw 3.5b ~~as follows:~~

(
~~3.5b—Other Professional Services)~~

~~The services of other professional persons such as engineers, consultants, and other persons of a type not regularly employed by the College shall be considered administrative assistance to the chancellor and may be contracted by him/her, subject to prior approval of the Board of Trustees when project expenditures are expected to exceed \$10,000. If the amount billed and/or paid for such person does actually reach \$10,000, the chancellor may not contract for any further assistance from that person without prior approval of the Board of Trustees.~~

-
Discussion occurred on whether or not the Board must vote to lodge a bylaw change at one meeting and then have the motion added to the agenda of a subsequent meeting for a majority vote.

Pending legal opinion, no action was taken on Secretary Abraham's ~~motion-discussion~~ to amend bylaw 3.5b.

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Trustee Kuhn asked if the Board Officer's agenda review meeting is subject to the Open Meetings Act. The chancellor will request a legal opinion on the matter.

7.2 Labor Organizations and Associations

None

The Board voted on the Action Items 3.4.3 and 3.4.7 – 3.4.14 previously removed from the consent agenda. Trustee Kuhn noted that he is concerned there is no bid process.

Vice Chairperson Anne Scott MOVED to approve Action Items 3.4.3 and 3.4.7 – 3.4.14.

A role call vote was taken.

AYES: Wangler, Scott, Davis, Ritter

NAYS: _____ Abraham,
Kuhn

Motion Carried

3.4.3 Contract with White Collar Canine
Assignment and Training for K-9's
Auburn Hills Campus

The Board of Trustees approved a contract with White Collar Canine for the purchase, testing and pre-training of police dogs at a cost not to exceed \$53,950 for the 2004-05 fiscal year.

3.4.7 Contract with ABB, Inc.
Workforce Development Services

The Board of Trustees approved a contract with ABB, Inc., at a cost not to exceed \$150,000 for training delivered through June 30, 2005.

3.4.8 Contract with Alpha-Omega IT Services, Inc.
Workforce Development Services

The Board of Trustees approved a contract with Alpha-Omega IT Services, Inc., at a cost not to exceed \$30,000 for training delivered through June 30, 2005.

3.4.9 Contract with Behr Systems
Workforce Development Services

The Board of Trustees approved a contract with Behr Systems, at a cost not to exceed \$200,000 for training delivered through June 30, 2005.

3.4.10 Contract with DaimlerChrysler
Workforce Development Services

The Board of Trustees approved a contract with DaimlerChrysler, at a cost not to exceed \$50,000 for specialized training encumbered through September 30, 2004.

3.4.11 Contract with Infinite Learning
Workforce Development Services

The Board of Trustees approved a contract with Infinite Learning, at a cost not to exceed \$30,000 for training delivered through June 30, 2005.

3.4.12 Contract with Nachi Robotics
Workforce Development Services

The Board of Trustees approved a contract with Nachi Robotics, at a cost not to exceed \$200,000 for training delivered through June 30, 2005

3.4.13 Contract with Shainin, LLC
Workforce Development Services

The Board of Trustees approved a contract with Shainin, LLC, at a cost not to exceed \$60,000 for training delivered through June 30, 2005

3.4.14 Contract with Siemens VDO
Workforce Development Services

The Board of Trustees approved a contract with Siemens VDO, at a cost not to exceed \$65,000 for training delivered through June 30, 2005.

Vice Chairperson Scott MOVED to approve Action Item 3.4.5.

AYES: Wangler, Scott, Davis, Ritter

NAYS: ——— Abraham,
Kuhn

Motion Carried

3.4.5 Purchase Agreement for Computers and Related Equipment
Collegewide

The Board of Trustees approved a renewal of the purchase agreement with Dell Corporation to provide desktop computers, laptops, and servers at a cost not to exceed \$1,900,000 for the 2004-2005 fiscal year.

8. ADJOURNMENT

Chairperson Wangler adjourned the meeting at 9:30 p.m.

Respectfully submitted,

Patricia J. Funtik

Date

John Wangler, Chairperson

Phillip Abraham, Secretary