



**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
OCTOBER 18, 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 7:10 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  
Janice Simmons, Trustee

Absent

Sandra Ritter, Trustee

1.3. Public Comments/Petitions

None

1.4. Student Presentation

Royal Oak student Menachem Hojda presented an overview of the development of his campus' Student Life program. Mr. Hojda plans to transfer to Wayne State University to study psychology after he graduates from OCC. He noted the particular impact that IIC services and individual attention from faculty had on his academic career at OCC.

1.5. Review of Minutes

1.5.1. The minutes of the September 20, 2004, Board of Trustees meeting were approved with the following clarification under agenda item 5.2.

Child Care Center Fee Structure

Board Secretary Phillip Abraham MOVED to revise the proposed child care center fee structure for the current year by increasing the fees by one-half the amount recommended by administration and then reviewing the effects on the child care centers in the Spring of 2006.

## 2. CHANCELLOR'S REPORT

### 2.1. Chancellor's Comments

Dr. Spangler reported the following:

- One report noted that twenty thousand people attended a rally for President George W. Bush at the Orchard Ridge Campus on October 6. The event was featured in local and national media at least 90 times. A comparable use of college facilities was previously offered to the Kerry campaign. OCC's Public Safety Officers and the grounds crew provided the support necessary to make the event a success.
- Trustees Wangler, Scott, Abraham, Davis, Simmons and the Chancellor attended the ACCT Annual Convention in New Orleans, October 6-9.
- Three students, five faculty members and three administrators attended a presentation made by former Secretary of State Henry Kissinger at the Detroit Economic Club on October 5.
- Board Chairperson John Wangler and Board Vice Chairperson Anne Scott along with the Chancellor attended the MCCA Board of Directors meeting at Mid-Michigan Community College, October 15-16.
- Vice Chancellor Clarence Brantley and Campus President Gordon May attended a meeting of the Michigan State Senate Joint Capital Outlay Subcommittee where three OCC construction projects previously submitted were approved.
- The Chancellor hosted the Oakland County Business Roundtable at District Office, October 14.
- Chancellor Spangler attended a reception for the new Oakland Schools superintendent, Dr. Vickie Markovich, on September 28.
- Representatives of the design firm Hobbs + Black met with District Office staff on October 14 to discuss the process of analyzing space utilization at the Bee Administration Center. The process is on schedule, and a presentation will be made to the Board of Trustees in January.
- The first Strategic Plan e-Newsletter was distributed electronically and will be used as a major communication vehicle for the College.
- Executive Assistant to the Chancellor Pamela Kramer has returned from maternity leave. Dr. Spangler thanked her office staff, Patricia Funtik, Stella Malkowski and Jessica Newman for maintaining the smooth flow of business during Pam's absence.
- Completion of the Southfield Campus renovation was marked by a Peace Pole Ceremony on October 13, and further celebrated by an open house and other events during the week.
- Two of three fall college nights were held at the Orchard Ridge and Highland Lakes campuses. The final college night will occur at the Royal Oak Campus on October 19.
- The September 28 edition of *Community College Times* features a "Special Report on Homeland Security" in which CREST is prominently featured.

- This year's United Way Campaign concluded on October 15 and was coordinated by Chief Human Resources Officer Cathy Rush.
- This evening's agenda includes the following:
  - A report from three faculty who participated in the Salzburg Seminar in July, 2004.
  - Auburn Hills President Sharon Blackman and Highland Lakes Campus President Gordon May will report on their respective campus facilities projects.
- The Board of Trustees will conduct a Closed Session following tonight's Regular Board meeting.

## 2.2. Staff Reports

- Vice Chancellor George Keith introduced three faculty members, John Mitchell (English, Orchard Ridge); Marilyn Kokoszka (Human Sciences, Orchard Ridge); and, Suba Subbarao (English, Auburn Hills) who described their experiences at the 2004 Salzburg Seminar Community College International Study Program this summer. They were among the first group of community college faculty to participate in the event which featured lectures, group work and informal conversations on engaging students with the international community.
- President Sharon Blackman presented a report describing the history, demographics and major construction projects at the Auburn Hills Campus.
- President Gordon May presented a report describing the five phases involved in reconstructing the Highland Lakes Campus.

## 2.3. Introduction of New Staff

Chief Information Officer Andrew Hillberry introduced new employees Susan Bourbeau, Laura Turner and Aaron Whigham. President Sharon Blackman introduced new employee Kathie House, and President Edward Callaghan introduced new employee Edward Stotts.

# 3. COLLEGE RESOURCES

## 3.1. Personnel Recommendations

Trustee Janice Simmons MOVED to approve the Personnel Recommendations.

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

NAYS: None Motion Carried

The Board of Trustees approved the following personnel recommendations: the temporary appointment of Barry Stearns (OR), Interim Dean of Academic and Student Services; the classified appointment of Richard Lee (OR), Physical Sciences Paraprofessional from part-time paraprofessional, Nancy Rumph (RO), Bookstore

Assistant, and Lisa Jackson (OR), P.A.S.S. Secretary; the classified promotion/transfer of Catherine Soldan (HL) Financial Aid Specialist from Student Services Specialist (DO); the classified-part-time reclassification/transfer of Nancy Solecki (RO) Faculty Offices Secretary part-time from Accounting Specialist (DO); the maintenance transfer of Matthew Meixner (RO) Building Custodian; the resignation of Reynaldo Arceno, Jr. (HL) part-time Student Services Specialist; the retirement of Roland Bateman (HL) Building Custodian; the retirement of Ronald Healy (OR) Librarian Faculty; and the separation of Alexandra Rivera (AH) part-time Child Care 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

### 3.3. College Facilities

#### 3.3.1. 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 – 3.4.12 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 Simmons MOVED support of Consent Agenda Items 3.4.1 – 3.4.12. Trustee Davis seconded the motion.

Trustee Abraham MOVED to remove Consent Agenda Items 3.4.1, 3.4.3, 3.4.4, 3.4.9 – 3.4.12.

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

NAYS: None

Motion Carried

In answer to Trustee Abraham's question regarding the pricing of vehicles and equipment, it was noted that the pricing of equipment includes trade-in values of currently owned equipment from the list price of the new equipment.

Trustee Simmons MOVED to approve Consent Agenda Items 3.4.1 – 3.4.8. Trustee Abraham seconded the motion.

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

NAYS: None Motion Carried

3.4.1. Purchase of a John Deere 1600 Turbo Commercial Wide Area Mower  
Auburn Hills Campus

The Board of Trustees approved the purchase of a John Deere 1600 Turbo Commercial Wide Area Mower from John Deere c/o D & G Equipment, at a cost not to exceed \$37,746.00.

3.4.2. Purchase of Bulk Road Salt  
Collegewide

The Board of Trustees approved the purchase of bulk road salt from Morton Salt, at a cost not to exceed \$36,053.58 for the 2004-2005 fiscal year.

3.4.3. Purchase of Patrol Vehicles  
Collegewide

The Board of Trustees approved the purchase of a 2005 Crown Victoria and two 2005 Ford Explorers from Signature Ford Lincoln Mercury Jeep, at a cost not to exceed \$69,823.

3.4.4. Purchase of Trucks/Vans  
Collegewide

The Board of Trustees approved the purchase of five 2005 Chevrolet Silverado trucks with accessories as needed from Buff Whelan Chevrolet, as a cost not to exceed \$176,602.90.

3.4.5. Purchase of John Deere Mower/Snow Equipment  
Highland Lakes Campus

The Board of Trustees approved the purchase of a John Deere F1445 Mower with snow removal accessories from John Deere c/o Weingartz, at a cost not to exceed \$25,805.00.

3.4.6. Purchase of a Backhoe Loader  
Orchard Ridge Campus

The Board of Trustees approved the purchase of a JCB 214E Backhoe Loader from AIS Equipment, at a cost not to exceed \$44,300.00.

3.4.7. Purchase of John Deere F1445 and F1565 Mower/Snow Equipment  
Orchard Ridge Campus

The Board of Trustees approved the purchase of a John Deere F1445 Mower and a John Deere 1565 Mower, each with snow removal attachments, from John Deere c/o D & G Equipment, at a cost not to exceed \$49, 934.00.

3.4.8. Purchase of Bobcat – Tool Cat 5600  
Royal Oak Campus

The Board of Trustees approved the purchase of a Tool Cat 5600 from Bobcat, at a cost not to exceed \$39,586.43.

Trustee Janice Simmons MOVED to approve Consent Agenda Items 3.4.9 – 3.4.12. Vice Chairperson Anne Scott seconded the motion.

AYES: Wangler, Scott, Davis, Simmons

NAYS: Abraham, Kuhn

Motion Carried

3.4.9. Contract with Fox IT  
Workforce Development Services

The Board of Trustees approved a contract with Fox IT, at a cost not to exceed \$50,000 for ITIL IT Service Management Essentials training through July 31, 2005.

3.4.10. Contract with M&J, LLC d.b.a., New Horizons Computer Learning Centers of Michigan (New Horizons)  
Workforce Development Services

The Board of Trustees approved a contact with New Horizons, at a cost not to exceed \$75,000 for Microsoft training through July 31, 2005.

3.4.11. Contract with Pink Elephant Corporation  
Workforce Development Services

The Board of Trustees approved a contract with Pink Elephant Corporation, at a cost not to exceed \$150,000 for ITIL It Service Management Essentials training through July 31, 2005.

3.4.12. Contract with Valentine Robotics  
Workforce Development Services

The Board of Trustees approved a contract with Valentine Robotics, at a cost not to exceed \$75,000 for training delivered through June 30, 2005.

**END OF CONSENT AGENDA – CONTRACTS AND PURCHASES**

#### 4. ACADEMIC AND STUDENT AFFAIRS

##### 4.1. Academic Senate Report

None

##### 4.2. Student Report

Highland Lakes student Liliana Barska, president of Alpha Omicron Kappa Chapter, Phi Theta Kappa, provided an overview of the group's recent activities and future plans.

##### 4.3. Academic Initiatives

Vice Chancellor George Keith noted that the College is focusing energy into student life development and that resources are now available to support student life activities. Dr. Keith recently received notice from retired Royal Oak Campus librarian, Tom Lewandowski, that his state-funded video project, *Julia's Prayer, Recollections of Hamtramck, Michigan*, is now accessible through the state's Making of Modern Michigan Website. Also of note, Dr. Keith and Kelly Services David Hay are working together to establish a partnership that encourages local employers to hire OCC students.

#### 5. OLD BUSINESS

##### 5.1. Revision to Board Policy 1.7.3

Secretary Abraham MOVED to amend Board Policy 1.7.3 as follows: Trustee Kuhn seconded the motion.

#### POLICY

#### DIVISION I BOARD OF TRUSTEES

#### 1.7 BYLAWS OF THE BOARD OF TRUSTEES-RESPONSIBILITIES OF THE BOARD

##### 1.7.3 Amendment of Board Policies

Policies may be amended, repealed or added to upon a motion to be voted upon at an initial regular meeting, but a second motion for adoption shall not be voted upon until the next regular scheduled meeting. A 2/3 (two-thirds) vote of the Board at said regular meeting shall be required for the adoption of any amendment, alteration, repeal, or addition to these policies. Any policy not required by law may be suspended by the unanimous vote of all members of the Board present, but such suspension shall only be in effect during the meeting at which such suspension was voted.

Vice Chairperson Scott's friendly amendment to state a 2/3 (two-thirds) vote of the full Board be added to the second sentence was supported.

Secretary Abraham MOVED to amend Board Policy 1.7.3 to include the friendly amendment to state a 2/3 (two-thirds) vote of the full Board, as follows: Trustee Kuhn seconded the motion.

### 1.7.3 Amendment of Board Policies

Policies may be amended, repeated or added to upon a motion to be voted upon at an initial regular meeting, but a second motion for adoption shall not be voted upon until the next regular scheduled meeting. A 2/3 (two-thirds) vote of the full Board at said regular meeting shall be required for the adoption of any amendment, alteration, repeal, or addition to these policies. Any policy not required by law may be suspended by the unanimous vote of all members of the Board present, but such suspension shall only be in effect during the meeting at which such suspension was voted.

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

NAYS: None Motion Carried

Note: Full Board means all seven members and 2/3 (two-thirds) means 5 out of 7 Board members.

## 6. NEW BUSINESS

### 6.1. Federal Lobbying Services

Trustee Simmons MOVED to recommend hiring the federal lobbyist firm of Preston Ellis Gates & Rouvelas Meeds for the period of January 1, 2005 – December 31, 2005. Trustee Davis seconded the motion.

Board members asked for time to review the matter.

Vice Chairperson Scott MOVED to table the motion until the November Board meeting. Trustee Davis seconded the motion.

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

NAYS: None Motion Carried

## 7. COMMUNITY COMMENTS

### 7.1. Board Member Reports and Comments

- Board Retreat Discussion  
Chancellor Spangler noted she sent Board members a retreat proposal in last Friday's Board letter. The retreat will occur in January or February on a Friday evening and a half day on Saturday. George Mosher will be added to the list of possible facilitators



at the request of Board members. A matrix of possible dates will be developed and distributed to Board members.

- **Setting a Regular Biennial Election Date**

The Chancellor noted that we must have a public hearing in November to choose the dates when OCC will hold its regular elections. A resolution will be prepared to identify which options are available.

Trustee Simmons recommended holding elections in even and odd years of May. Trustee Abraham supported the recommendation.

Trustee Simmons MOVED to hold a Public Hearing at the November 15, 2004 Board of Trustees meeting. Trustee Abraham seconded the motion.

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

NAYS: None

Motion Carried

- **ACCT Congress Report**

Board members thanked the College for authorizing their trip to the ACCT Annual Congress where many relevant workshops and seminars were held.

- **MCCA Board of Directors Meeting**

Trustee Scott distributed handouts from the MCCA Board of Directors meeting held last weekend, and noted that the legislators have the final word on any revisions to the community college funding formula.

- **Board members received a letter from AFSCME Local 2042 President Debbie Schmidt regarding the recently denied request to solicit funds for the charity *Turkeys for Tummies*. The Chancellor noted that it is against Board Policy to use taxpayer dollars and school time to raise funds for an outside charity not designated by the Chancellor. Also noted, United Way is OCC's designated charity and staff can direct contributions to the Food Bank of Oakland County which supports *Turkeys for Tummies*.**

As a courtesy, Trustee Abraham MOVED that staff can solicit for *Turkeys for Tummies* on their own time, as individuals. College employees will not use any college time or college resources when soliciting. Trustee Davis seconded the motion.

AYES: Wangler, Abraham, Davis, Kuhn

NAYS: Simmons

ABSTAIN: Scott

Motion Carried

Trustee Kuhn MOVED to give authority to the Executive Contract Subcommittee to obtain legal counsel to review the executive contracts, if the committee deems it appropriate. Trustee Abraham seconded the motion.

AYES: Wangler, Abraham, Davis, Kuhn, Simmons

NAYS: None

ABSTAIN: Scott Motion Carried

Trustee Simmons MOVED to enter into closed session for the purpose of discussing labor negotiations.

A roll call vote was taken.

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

NAYS: None Motion Carried

The Board of Trustees entered into closed session at 9:30 p.m.

Chairperson Wangler adjourned the closed session at 10:00 p.m. and entered into open session.

## 8. ADJOURNMENT

Chairperson Wangler adjourned the meeting at 10:00 p.m.

Respectfully submitted,

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Patricia J. Funtik

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Date

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John Wangler, Chairperson

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Phillip Abraham, Secretary