



OAKLAND
COMMUNITY
COLLEGE

**BOARD OF TRUSTEES
REGULAR MEETING
September 19, 2005
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 Scott, Vice Chairperson
Phillip Abraham, Secretary
Pamala Davis, Trustee
Thomas Kuhn, Trustee
Sandra Ritter, Trustee
Janice Simmons, Trustee

Absent

None

1.3 Public Comments/Petitions

Malvern Crawford, former adjunct instructor, spoke to the Board of Trustees regarding the college's hiring practices for adjuncts. Chancellor Spangler and Catherine Rush, Chief Human Resources Officer, will review and assess the issue.

Trustee Janice Simmons requested the Board be sent a copy of OCC's procedures for hiring adjuncts.

Chairperson John Wangler moved Old Business forward.

5. OLD BUSINESS

5.1 Consolidated Election Law Update

Attorney William Danhof of Miller Canfield, the college's law firm, provided an overview of recent updates to the Michigan Consolidated Election Law.

The Board may now choose to hold elections in even or odd years November or keep the current date of odd years May.

A decision to modify the election date will require a public hearing and must be made by January of the year of the election. The former action to modify the election dates to odd year May must be rescinded if the Board decides to modify its election date again.

Secretary Abraham MOVED to hold a Public Hearing to establish the potential change of the election date.

AYES: Wangler, Scott, Abraham, Davis, Simmons

NAYS: Ritter

ABSENT: Kuhn Motion Carried

1.4 Student Presentation

Campus President Gordon May, who led the seven-member student delegation to Salzburg, Austria for the Salzburg Seminar (May 29 - June 5, 2005), introduced students Peter Hass, Nerina Jahja, Shirantha Kannangara,, Kristina Lentz, Rachael Match, and Miranda Webster and Educational Counselor Patricia May who all spoke to the Board about their trip and participation in the Salzburg Seminar. Each one thanked the Board, Chancellor Spangler, and Vice Chancellor Keith for providing them the opportunity to attend the Salzburg Seminar, an educational program designed to enlighten future leaders and encourage dialogue to provide global perspectives for change.

Sandra Ritter requested hard copies of the students' projects be provided to the Board.

1.5 Review of Minutes

1.5.1 Review of Minutes 8/10/2005 Planning Session

The Minutes of the August 10, 2005 Planning Session were approved as submitted.

1.5.2 Review of Minutes 8/15/2005 Regular Board Meeting

The Minutes of the August 15, 2005 Regular Board Meeting were approved as submitted.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

The Chancellor made the following comments:

- D-Building at the Auburn Hills Campus was successfully re-opened after being closed for extensive renovations. Classrooms were available on the first day of classes, and the library opened two days later.

- The Nursing Student Association hosted its annual meeting for the 216 first year Nursing Program students.
- On September 6 the Highland Lakes Campus hosted an informal “beam signing” ceremony for members of the campus community where they each signed a beam to be installed near the top of the Levinson Hall building addition. 100 signatures of faculty, staff, administrators will now become a permanent part of the building.
- Coffee, Croissants and Conversation was held at the Orchard Ridge Campus on August 31. This event is held annually to welcome the faculty back for the new year and discuss some of the major issues and opportunities facing the campus.
- Providence Hospital held a seminar on prostate cancer for 100 people as part of their “100 Days to Health” promotion.
- Approximately 200 students from the Royal Oak and Southfield Campuses attended a Tigers baseball game on September 10.
- There were 9/11 Observance events held throughout the college.
- The college community contributed \$10,588.33 to the Hurricane Katrina Relief Effort. In a related matter, the Chancellor asked those individuals calling meetings over the next six weeks to consider limiting drive-to meetings and job-related driving to essentials only.
- The 14th Annual Golf Tournament raised \$32,000 for 12 more scholarships. The Chancellor acknowledged the volunteer committee, including Trustee Anne Scott, Candy Geeter, Cheryl Kozell and George Keith as Master of Ceremonies.
- The Chancellor distributed the *Student Life Handbook* to Board members mentioning that it includes a new feature highlighting college-wide opportunities for students including the Salzburg Seminar and the pilot Student Ambassador Program. Chancellor Spangler thanked Dean Lane Glenn and Vice Chancellor George Keith for their work on this project.
- Review of the applicant pool for the Auburn Hills Campus President revealed that the current pool is insufficient to proceed with the original search schedule. The Chancellor and the committee support extending the search and broadening the minimum qualifications in consideration of those talented applicants who do not perfectly fit the current profile.
- Tonight Vice Chancellor Clarence Brantley will review the DO space planning options with the Board.
- Bill Danhof of Miller Canfield will discuss the Consolidated Election Law with the Board.
- The Chancellor distributed lists of law firms and negotiators to the Board and asked them to submit additions to her.

2.2 Staff Reports

Vice Chancellor Clarence Brantley presented the following seven (7) scenarios in regard to the District Offices:

1) remain at the Bee Center, Guest House, and Rochester Hills Facility. Renovations would last a year, during which the facility would be vacated; (2) vacate the Bee Center and have a third party construct a facility at the Auburn

Hills Campus, within which the college would lease a portion to house District Office and Rochester Hills staff; (3) the college would construct a new building on the Auburn Hills Campus and relocate District Office and Rochester Hills staff there; (4) vacate the Bee Center and Rochester Hills facility and lease office space in the Auburn Hills area; (5) the college would buy an existing facility in the Auburn Hills area and relocate District Office and Rochester Hills staff there; (6) functions at the Bee Center, Guest House, and Rochester Hills would be relocated to current campus facilities; (7) the college would renovate the Bee Center and build a second building on current District Office property and relocate Rochester Hills staff there.

In response to Trustee Simmons's request, a meeting to discuss the options in depth will be scheduled.

2.3 Introduction of New Staff

- Campus President Martha Smydra introduced Gina Fournier, English Faculty, Royal Oak/Southfield Campuses.
- Campus President Jacqueline Shadko introduced Melanie Meyers, Interim Construction Manager, Orchard Ridge Campus.

3. COLLEGE RESOURCES

3.1 Personnel Recommendations

3.1.1 Personnel Recommendations

Trustee Janice Simmons MOVED and Vice Chairperson Anne Scott seconded approval of the Personnel Recommendations.

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

NAYS: None

The Board of Trustees approved the following personnel recommendations: the administrative staff – non-exempt interim appointment of Jessica Baughman (DO), Director of Budget/Financial Planning; the management staff – grant funded extension of temporary appointment of Kathie House (AH), Coordinator, Cooperative Education; the management staff – exempt appointment of Linda Emerson (OR), President's Office Administrative Assistant; the classified appointment of Phyllis Truba (AH), English/Humanities/ESL Secretary; the classified – part-time appointment of Martha Dutoit (HL), Business Office Specialist and Margaret Clemence (AH), Child Care Assistant; the classified – part-time promotion/transfer of Julie Ronquillo (DO), Communications Specialist; the maintenance transfer of Gene Santos (RO), Group Leader, Buildings and Grounds; the resignation of Leigh Wolf (CW), Instructional Technologies; the resignation of Nancy Solecki (RO), Secretary; the resignation of Marc West (OR), Paraprofessional.

3.1.2 Tabled Personnel Recommendations

Trustee Janice Simmons MOVED and Vice Chairperson Anne Scott seconded approval of the Tabled Personnel Recommendations.

AYES: Simmons, Scott, Davis

NAYS: Abraham, Kuhn, Ritter, Wangler Motion Denied

The Board of Trustees *denied* the following personnel recommendations: the administrative staff – exempt reclassification of Terry McCauley (CW); the administrative staff – non-exempt reclassification of Gheretta Harris (CW), Director of Purchasing and Auxiliary Services.

Trustee Janice Simmons noted, “we are not paying valued employees equally with other employees.”

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

Trustee Sandra Ritter MOVED to approve item 3.3.1 and Vice Chairperson Anne Scott seconded.

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

NAYS: None Motion Carried

3.3.1 College-Wide Deferred Maintenance Project
Interior Renovations and Mechanical Equipment Replacement
First Floor, Building B
Royal Oak Campus
OCC Project No. PF-RO04-002

The Board of Trustees granted authority to the College’s Construction Manager, 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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Interior Renovations & Mechanical Equipment Replacement	<i>Previously Approved Schematics</i>	\$ 49,700
First Floor, Building B		<u>2,632,000</u>
Royal Oak Campus	<i>Total Project Cost</i>	\$ 2,681,700
OCC Project No. PF-RO04-002		

3.3.2 Progress Report – Construction Projects

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

3.4 Contracts and Purchases

Trustee Janice Simmons **MOVED** to approve consent agenda items 3.4.1 – 3.4.17. Vice Chairperson Anne Scott seconded the motion.

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

NAYS: None Motion Carried

3.4.1 Affiliation Agreement with the University of Michigan Med Sport and Cardiac Rehabilitation (at Domino’s Farms) Exercise Science and Technology Program Highland Lakes Campus

The Board of Trustees approved the college entering into an agreement with the University of Michigan Med Sport and Cardiac Rehabilitation (at Domino’s Farms) of Ann Arbor, Michigan 48106-0363, and authorized the Chairperson to execute the agreement.

3.4.2 Purchase of Bulk Road Salt Buildings and Grounds College-Wide

The Board of Trustees approved the purchase of bulk road salt from Morton Salt, at a cost not to exceed \$39,869.80 for the 2005-2006 fiscal year.

3.4.3 Contract for Janitorial Products College-Wide

The Board of Trustees approved a contract with Industrial Cleaning Supply, for the provision of janitorial chemical supplies, hard goods, paper and plastic products, for a twelve month period, at a cost not to exceed \$170,000.

3.4.4 Purchase of Electrocardiography Equipment
Health Technologies
Highland Lakes Campus

The Board of Trustees approved the purchase of electrocardiography equipment and supporting systems from McKesson Medical Surgical, at a cost not to exceed \$25,155.

3.4.5 Contract with Ace Consulting
Workforce Development Services – Contracted Services

The Board of Trustees approved a contract with Ace Consulting, for training and facilitation services at a cost not to exceed \$500/day for services delivered through June 30, 2006.

3.4.6 Contract with Human performance Technologies, Inc.
Workforce Development Services – Contracted Services

The Board of Trustees approved a contract with Human Performance Technologies, Inc. for training and facilitation services at a cost not to exceed \$800/day for services delivered through June 30, 2006.

3.4.7 Contract with INCAT
Workforce Development Services – Contracted Services

The Board of Trustees approved a contract with INCAT for CATIA V5 and other related CAD training at a cost not to exceed \$1,395/day for services delivered through June 30, 2006.

3.4.8 Contract with Integral Consulting, Incorporated
Workforce Development Services – Contracted Services

The Board of Trustees approved a contract with Integral Consulting, Incorporated, for training and facilitation services at a cost not to exceed \$825/day for services delivered through June 30, 2006.

3.4.9 Contract with MSC Software Corporation
Workforce Development Services – Contracted Services

The Board of Trustees approved a contract with MSC Software Corporation for CATIA V5 and other CAD related training, at a cost not to exceed \$1,350/day for services delivered through June 30, 2006.

3.4.10 Contract with ABB Flexible Automation
Workforce Development Services – EDJT Grant

The Board of Trustees approved a contract with ABB Flexible Automation, at a cost not to exceed \$90,000 for training delivered through June 30, 2006.

3.4.11 Contract with Comau Pico Services
Workforce Development Services – EDJT Grant

The Board of Trustees approved a contract with Comau Pico Services, at a cost not to exceed \$65,000 for training delivered through June 30, 2006.

3.4.12 Contract with Knable & Associates
Workforce Development Services – EDJT Grant

The Board of Trustees approved a contract with Knable & Associates, at a cost not to exceed \$60,000 for GM Approach to Vehicle Dynamics and Suspensions – Vehicle Dynamics training through December 31, 2005.

3.4.13 Contract with LMS North America
Workforce Development Services – EDJT Grant

The Board of Trustees approved a modification of the contract with LMS North America, for an additional cost not to exceed \$20,000 for LMS SMON, LMS Test Correlation & Updating, LMS Digital Signal Processing, LMS TestLab Data Acquisition, LMS VirtualLab Motion, LMS Indoor Passby, LMS FMON, LMS Cada X, LMS RoadRunner, LMS Time Data Processing and LMS VirtualLab training through December 31, 2005.

3.4.14 Contract with MSC Software Corporation
Workforce Development Services – EDJT Grant

The Board of Trustees approved a contract with MSC Software Corporation, at a cost not to exceed \$50,000 for the above training through December 31, 2005.

3.4.15 Contract with Nachi Robotics
Workforce Development Services – EDJT Grant

The Board of Trustees approved a contract with Nachi Robotics, at a cost not to exceed \$90,000 for training delivered through June 30, 2006.

3.4.16 Contract with New Dimension
Workforce Development Services – EDJT Grant

The Board of Trustees approved a modification of the contract with New Dimension, for an additional cost not to exceed \$20,000 for Unigraphics training through December 31, 2005.

3.4.17 Contract with RWD Technologies
Workforce Development Services – EDJT Grant

The Board of Trustees approved a modification of the contract with RWD Technologies for an additional cost not to exceed \$260,000 for Equipment Specific Training through June 30, 2006.

4. ACADEMIC AND STUDENT AFFAIRS

4.1 Academic Senate Reports

College Senate Chair Mary Ann McGee reported that Campus Academic Senates will begin meeting next week and the College Senate will meet for the first time on September 29.

4.2 Student Report

Orchard Ridge Campus representative Miranda Webster noted the following activities: Student Appreciation Days, September 20-21; the Forensic Club used book sale; the Gilda Radner 3K Family Run; and a lecture on the topic of resiliency in action.

4.3 Academic Initiatives

Vice Chancellor George Keith reported an increase of 2.5 percent in student credit hours and a slight decline in student headcount for the Fall 2005 semester.

Preparations are beginning for the Higher Learning Commission visit scheduled for 2007-2008.

5 OLD BUSINESS (Moved to beginning of meeting)

5.1 Consolidated Election Law Update

6. NEW BUSINESS

Vice Chairperson Anne Scott noted that seven community colleges in the New Orleans area are out of operation as a result of Hurricane Katrina. She suggested the college community gather ideas on what OCC can do to help these schools and their students. Dr. Keith noted that the number of displaced students coming to Michigan is small, and that OCC is accepting students on a case by case basis and waiving tuition. The Chancellor will forward information to the Board of Trustees on AACC's "Adopt a College" program when it becomes available.

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Vice Chairperson Anne Scott distributed handouts on board self-evaluation and other topics she received at the ACCT Convention she and Trustee Janice Simmons recently attended. Ms. Scott also remarked on the excellent articles on OCC recently appearing in the Oakland Press and the Daily Tribune.

Trustees Scott and Simmons thanked the Board for approving their trip to the ACCT Convention in Seattle.

7.2 Labor Organizations and Associations

OCCFA President Mary Ston noted the recent deaths of faculty members Conne Hollander and Carolyn Moore. A memorial service for Carolyn Moore will be held at the Smith Theatre on September 20.

OCCFA members will be circulating petitions supporting the K-16 Coalition's ballot proposal, which is designed to ensure funding for education in Michigan.

8. ADJOURNMENT

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

Respectfully submitted,

Patricia J. Funtik

Date

John Wangler, Chairperson

Phillip Abraham, Secretary