



OAKLAND
COMMUNITY
COLLEGE

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES**

October 16, 2006

**Oakland Community College – Southfield Campus
22322 Rutland Drive
Southfield, MI 48075**

A Special Meeting of the Board of Trustees was convened at 6:10 p.m. The Board of Trustees convened a Closed Session during the Special Meeting. The Board of Trustees entered into Open Session at 6:50 p.m. under adjournment of the Special Meeting.

1. GENERAL FUNCTIONS

1.1 Call to Order and Welcome

The meeting was called to order at 7:00 pm by Chairperson Davis who welcomed all staff and guests.

1.2 Attendance

Present

Pamala Davis, Chairperson
Sandra Ritter, Vice Chairperson
Anne Scott, Secretary
Phillip Abraham, Trustee
Thomas Kuhn, Trustee
Janice Simmons, Trustee

Absent

John Wangler, Trustee

1.3 Public Comments/Petitions

None

1.4 Student Presentation

None

1.5 Review of Minutes

1.5.1 Review of Minutes 9/18/2006 Regular Board Meeting

The Minutes of the 9/18/2006 Board meeting were approved as submitted.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

- Items listed under Old Business will be postponed until November.
- The issues raised in an audit conducted by the Michigan Auditor General and reported on recently in Gongwers and MIRS were corrected. ACS data for occupational contact hours were unintentionally overstated. The data was resent to the State when the error was discovered. ACS data is no longer used in the funding formula.
- Trustee Janice Simmons recently received a leadership award from the North Oakland County NAACP.
- On October 10 Chef Doug Ganhs and culinary arts student Doug St. Souver participated in the carving of a giant popcorn sculpture for the Guinness Book of World Records. The event was seen nationally on the Food Network.
- The Chancellor congratulated Ghertha Harris, Dan Cherewick and the District Office staff for making the move to Rochester Hills a smooth one.
- Auditors from Plante & Moran will present the 2005-06 Annual Audit of the College's financial status.

2.2 Staff Reports

- Auditor's Report
John Sirhal, Paul Edwards, and John Morgan all of Plante & Moran, presented an overview of the 2005-06 Annual Audit informing the Board of Trustees that the College once again received an unqualified opinion.

Trustee Phillip Abraham requested a copy of the College's Investment Policy Guidelines.

- Interim President David Adams welcomed the Board of Trustees to the Southfield Campus and presented highlights of the programs and services offered there. Dr. Adams noted that most of the courses offered at Southfield are nursing-related. Students attending the Southfield Campus increased 66% percent between the years 2000 and 2006.

2.3 Introduction of New Staff

Chief Strategic Development Officer Cheryl Kozell introduced Julie Burley, Administrative Specialist in the Advancement Department.

3. ACADEMIC AND STUDENT AFFAIRS

3.1 Academic Senate Reports

None

3.2 Student Reports

3.3 Kelly Kinkaid, President of Highland Lakes Campus Chapter of Phi Theta Kappa, reported that the Orchard Ridge Campus recently hosted a regional leadership conference. Mr. Kinkaid noted that members of PTK are coordinating events with Nursing students, including Blanket Drive and collecting donations for the Gleaners Community Food Bank.

3.4 Academic Initiatives

Interim Vice Chancellor Steve Reif updated the Board on the activities of the Student Outcomes Assessment Committee.

4. COLLEGE RESOURCES

4.1 Personnel Recommendations

Trustee Simmons MOVED and Vice Chairperson Ritter seconded approval of the personnel recommendations.

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

NAYS: None Motion Carried

The Board of Trustees approved the following personnel recommendations: the administrative staff – non-exempt promotion of Sharon Miller, Dean (WDS) from Director, Workforce Development Services; the management staff – non-exempt promotion of Jessica Baughman, Financial Services Budget Analyst (DO) from Financial Services Assistant; the classified – full-time status change and transfer of Jeanne Parsons, Natural Science Parapro (SF) from IIC Paraprofessional (SF), and Karen Short, Student Services Specialist (RO) from Administrative Specialist (AH); the retirement of Beverly Beitler, Accounting Specialist (DO), the retirement of Melanie Tarabusi, Learning Resources Technician (RO), and the resignation of Romaneir Polley, Business Office Manager (RO).

4.2 Business and Finance

4.2.1 Treasurer's Report

The Board of Trustees reviewed the Treasurer's Report.

4.2.2 General Fund Budget Status Report

The Board of Trustees reviewed the General Fund Budget Status Report.

4.2.3 2005-06 Annual Audit

The Board of Trustees reviewed the 2005-06 Annual Audit.

4.3 College Facilities

CONSENT AGENDA – MAINTENANCE PROJECTS

Items 4.3.1 – 4.3.4 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 voted on separately.

Trustee Simmons MOVED and Vice Chairperson Ritter seconded approval Action Items 4.3.1 – 4.3.4 on the Consent Agenda – Maintenance Projects.

AYES: Davis, Ritter, Scott, Simmons

NAYS: Abraham, Kuhn Motion Carried

- 4.3.1 College-Wide Deferred Maintenance Project
HVAC Equipment Replacement/Interior Renovation
Student Center
Highland Lakes Campus
OCC Project No. PF-HL04-019

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>
HVAC Equipment Replacement/	<i>Previously Approved Schematics</i>	\$ 44,500
Interior Renovation, Student Center	<i>Project Cost Based on Schematics</i>	<u>\$2,923,400</u>
Highland Lakes Campus	<i>Revised Total Project Cost</i>	\$2, 967,900
OCC Project No. PF-HL04-019		

- 4.3.2 College-Wide Deferred Maintenance Project
HVAC Equipment/Ceiling and Lighting Replacement
Levinson Hall
Highland Lakes Campus
OCC Project No. PF-HL05-003

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>
HVAC Equipment/Ceiling and	<i>Previously Approved Schematics</i>	\$ 43, 100
Lighting Replacement/Levinson Hall	<i>Project Cost Based on Schematics</i>	<u>\$1,369,100</u>

Highland Lakes Campus *Revised Total Project Cost* \$1,412,200
OCC Project No. PF-HL05-003

- 4.3.3 College-Wide Deferred Maintenance Project
HVAC Replacement – Academic Support Center (formerly the IIC)
Building K
Orchard Ridge Campus
OCC Project No. PF-OR05-012

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 balance of repairs on the following project:

<u>Project Name</u>	<u>Project Cost</u>
HVAC Replacement – Academic Support Center (formerly the IIC) Building K Orchard Ridge Campus OCC Project No. PF-OR05-012	\$483,700

- 4.3.4 College-Wide Deferred Maintenance Project
HVAC Equipment Replacement/Interior Renovation
Building C
Royal Oak Campus
OCC Project No. PF-RO06-005

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>
HVAC Equipment Replacement/Interior Renovation Building C Royal Oak Campus OCC Project No. PF-RO-06-005	\$2,697,500

END OF CONSENT AGENDA – MAINTENANCE PROJECTS

- 4.3.5 Progress Report – Construction Projects

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

- 4.4 Contracts and Purchases

CONSENT AGENDA – CONTRACTS AND PURCHASES

Trustee Simmons MOVED and Secretary Scott seconded approval of Action Items 4.4.1 – 4.4.4 on the Consent Agenda – Contracts and Purchases.

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

NAYS: None

Motion Carried

Items 4.4.1 – 4.4.4 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 voted on separately.

4.4.1 Online Student Application
College-Wide

The Board of Trustees approved a contract with LiquidMatrix for the purchase and implementation of the ActiveApply online application system, at a cost not to exceed \$66,600.

4.4.2 Apple Computers
Orchard Ridge Campus

The Board of Trustees approved the purchase of 25 Apple Mac Pro Quad computers from Apple Computer, Inc., at a cost not to exceed \$62,654.

4.4.3 'B' Building Student Lounge Furniture
Royal Oak Campus

The Board of Trustees approved the purchase of furniture from Public Place Design, at a cost not to exceed \$43,528.70

4.4.4 'B' Building Office Furniture
Royal Oak Campus

The Board of Trustees approved the purchase of furniture from Interior Environments, at a cost not to exceed \$126,089.76.

END OF CONSENT AGENDA – CONTRACTS AND PURCHASES

5. OLD BUSINESS

5.1 Approval of Officers' Compensation

Postponed until November

5.2 Approval of Chancellor's Compensation

Postponed until November

6. NEW BUSINESS

6.1 Oakland Community College and
Oakland Community College Faculty Association
Approval of Tentative Agreement

Trustee Simmons MOVED and Secretary Scott seconded that the Board of Trustees approve the tentative agreement for a new Oakland Community College faculty collective bargaining agreement covering the period of September 1, 2006, to August 31, 2009.

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

NAYS: None Motion Carried

6.2 Exempt Administrative and Management Staff
Salary Schedule (2006-2009)

Vice Chairperson Ritter MOVED and Trustee Simmons seconded that the Board of Trustees approve salary increases for Exempt Administrative and Management Staff of 2.5% for each year for 2006-2009.

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

NAYS: None Motion Carried

6.3 Sarbanes Oxley

Vice Chairperson Ritter and Secretary Scott will serve on the Audit Subcommittee with Secretary Scott serving as Chair.

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Secretary Scott thanked the Board for the opportunity to attend the recent ACCT Conference in Orlando, Florida. She noted that it was an excellent conference and was encouraged to hear that community colleges are willing to become involved in the area of research in technology.

7.2 Labor Organizations and Associations

OCCFA President Mary Ston expressed relief that the labor negotiation are finished, stating that now the faculty can focus on quality education for OCC's students.

8. ADJOURNMENT

Chairperson Davis adjourned the meeting at 8:25 p.m.

Respectfully submitted,

Board of Trustees
October 16, 2006

Patricia J. Funtik

Date

Pamala Davis, Chairperson

Anne Scott, Secretary