



OAKLAND
COMMUNITY
COLLEGE

BOARD OF TRUSTEES
REGULAR MEETING
MINUTES

November 20, 2006

Oakland Community College – Orchard Ridge Campus
27055 Orchard Lake Road
Farmington Hills, MI 48035

1. GENERAL FUNCTIONS

1.1 Call to Order and Welcome

The meeting was called to order at 7:00 p.m. 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

John Wangler, Trustee

Absent

None

1.3 Public Comments/Petitions

Dennis Ritter addressed Trustees Abraham and Kuhn as a citizen and OCC graduate on the recent investigative report aired on Channel 4, noting that he was ashamed of both Trustees Abraham and Kuhn. Mr. Ritter said that Trustees Abraham and Kuhn have damaged the College's good, honorable name and have demeaned the name of the institution for political vengeance.

Chairperson Davis introduced newly elected Trustee, Anna Zimmerman. Ms. Zimmerman will begin her term in January, 2007.

1.4 Student Presentation

The student presentation will be made under Staff Reports.

1.5 Review of Minutes

1.5.1 Review of Minutes 10/16/2006 Regular Board Meeting

The Minutes of the 10/16/2006 Regular Board meeting were approved as submitted.

1.5.2 Review of Minutes 10/16/2006 Special Board Meeting

The Minutes of the 10/16/2006 Special Board meeting were approved as submitted.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

The Chancellor offered congratulation to Trustee Davis for her successful re-election. The Chancellor acknowledged all those who ran for election: Charles Chambers, James Geisler, Thomas Sullivan, and Judith Wiser.

OCC's Nursing Program received a full eight year accreditation from the Nursing Association. The entire nursing faculty, under the direction of Dean Nadia Boulos, are to be commended.

Paul Edwards of the auditing firm, Plante & Moran, is available to answer questions regarding OCC's investment guidelines.

2.2 Staff Reports

Orchard Ridge Campus President Jacqueline Shadko presented an update on the Orchard Ridge Campus. Highlights included the newly remodeled Life Science labs; the redesigned Student Center; and the newly restored deck built by recycling 99 percent of the materials from the old deck.

OCC students LaTina Johnson and Sally Savaya made a brief presentation on their recent, life altering experience attending the Salzburg Seminar.

Chief Strategic Development Officer Cheryl Kozell, along with Mary Spangler updated the Trustees on the recommendations of the CREST Task Force noting that these recommendations cannot be implemented before a business plan is developed. There is a related action item on tonight's agenda to hire a consultant to develop a business plan template on tonight's agenda. Along with developing a business plan for CREST, there is a need for market research. Once the business plan template is developed, it can be used for other entrepreneurial enterprises within the college.

2.3 Introduction of New Staff

None

3. ACADEMIC AND STUDENT AFFAIRS

3.1 Academic Senate Reports

College Senate Chair, Mary Ann McGee, noted that the Academic Senate is in full swing, and that faculty and very involved in discussing the future of the general education attributes. This week, 1,000 students completed the SAGE assessment. The Student Outcomes Assessment Committee along with Institutional Research are working together to compile and analyze the data gathered.

3.2 Student Reports

Highland Lakes Campus student and PTK President, Kelly Kinkade noted that Grand Rapids Community College hosted regional honors institute. Attendees participated in an in-depth study of current events. In particular they discussed Al Gore's documentary, *An Inconvenient Truth*.

Robert White, winner of the OCC Idol Contest, received a \$500 gift certificate for OCC's Bookstore. Mr. Kinkade reported that the blanket drive and Gleaner's can drive continue and last Saturday, students from Orchard Ridge and Highland Lakes helped out at St. Leo's Soup Kitchen.

3.3 Academic Initiatives

Vice Chancellor Steve Reif shared information on the newly implemented print management system being piloted at the Royal Oak Campus. As a result of an alarming increase in printing costs, the campus developed a new printing policy where students are allowed to print 150 copies per semester. Additionally, copy cards are available for purchase. So far the system is working well.

4. COLLEGE RESOURCES

4.1 Personnel Recommendations

Trustee Simmons MOVED to approve the personnel recommendations and Secretary Scott seconded.

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

NAYS: None Motion Carried

The Board of Trustees approved the following personnel recommendations: the faculty transfer of Lisa Byrne, English Teaching Faculty (OR); the administrative staff – non-exempt temporary appointment of Henry Tanaka to Interim Dean, Academic and Student Services (AH); the administrative staff - exempt temporary appointment of Patricia Funtik to Executive Assistant to the Chancellor (DO) from Assistant to the Chancellor (DO); the management staff non-exempt temporary appointment of Janette Pivitt to Business Office Business Manager, (RO/SF) from Financial Analyst (DO); the management staff – non-exempt status change and transfer of Scott Killian to Research Assistant (AH) from Director, Process Review and Documentation (DO) and Lyman

Rhodes to Coordinator, Student Development (OR) from Manager, Culinary, Theater, and Studio Café (OR); the management staff – non-exempt appointment of Tanya McFadden to Director, Clinical Education/Respiratory Therapy (SF); the classified part-time appointment of Leyla Osman, Child Care Assistant (SF) and Nirma Sullivan, Child Care Assistant (OR); the classified – full-time appointment of Gia Huff, Bookstore Assistant (HL) and Dennis Clinebell, Bookstore Assistant (AH); the classified full-time status change and transfer of Marina McKenzie, Payroll Assistant (DO) from Accounting Specialist (DO) and Karen Short, Administrative Specialist (DO) from Student Services Specialist (RO); the classified full-time promotion/transfer of Cathryl Burrill, Math/Behavioral Science Secretary (HL) from part-time Secretary, Placement and Cooperative Education (AH); the separation of Deborah Coppi, Chemistry Paraprofessional (AH); the retirement of Dennis Fiems, Behavioral Sciences Teaching Faculty (HL); the retirement of Lawrence Gage, Counselor (OR); the retirement of James Kalinowski, Facility Technician (HL); the resignation of Dana Keyse, Librarian (AH); the resignation of Pamela Kramer, Executive Assistant to the Chancellor (DO); the retirement of Jon Lundgren, Math Teaching Faculty (HL); the retirement of Dian Rooney, Child Care Assistant (HL); the retirement of Debra Schmidt, Business Office Specialist (AH); and the resignation of Patricia Targal, Building Custodian (HL);

4.2 Business and Finance

4.2.1 Treasurer's Report

The Board of Trustees reviewed the Treasurer's Report.

Vice Chancellor Clarence Brantley noted a pre-close balance column was added to the Treasurer's Report which shows the most up to date deposit status as requested by the Trustees.

4.2.2 General Fund Budget Status Report

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

4.3 College Facilities

4.3.1 Progress Report – Construction Projects

The Board of Trustees reviewed the Progress Report – Construction Projects

4.4 Contracts and Purchases

CONSENT AGENDA – CONTRACTS AND PURCHASES

Items 4.4.1 – 4.4.5 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.

Secretary Scott MOVED and Trustee Simmons seconded approval of Action Items 4.4.1 – 4.4.5 on the Consent Agenda – Contracts and Purchases.

Trustee Kuhn requested Action Item 4.4.5 be removed.

Secretary Scott amended the motion and MOVED to approve Action Items 4.4.1 – 4.4.4 on the Consent Agenda – Contracts and Purchases. Trustee Simmons seconded the motion.

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

NAYS: None

Motion Carried

4.4.1 Affiliation Agreement
with Health First
Diagnostic Medical Sonography Program
Southfield Campus

The Board of Trustees approved the College entering into an agreement with Health First of 2300 Haggerty Road, West Bloomfield, Michigan, 48232, and authorized the Chairperson to execute the agreement.

4.4.2 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 \$96,830 through December, 2007.

4.4.3 Medical and Fire Dispatch Training
Oakland Police Academy
Auburn Hills Campus

The Board of Trustees approved a contract with Priority Dispatch Corp., to provide Medical and Fire Dispatch Training at a cost not to exceed \$41,700 through December, 2007.

4.4.4 Lighting Supplies
College-Wide

The Board of Trustees approved the purchase of lighting supplies from GE Supply, at a cost not to exceed \$38,000.

4.4.5 CREST Business Plan
College-Wide

Secretary Scott MOVED and Trustee Simmons seconded the motion that the Board of Trustees approve an agreement with Consulting Research Associates to

develop; a CREST business plan and enterprise program business plan template for a cost not to exceed \$86,640.

AYES: Davis, Ritter, Simmons, Scott

NAYS: Abraham, Kuhn, Wangler Motion Carried

END OF CONSENT AGENDA – CONTRACTS AND PURCHASES

5. OLD BUSINESS

Vice Chairperson Ritter MOVED to table Items 5.1 and 5.2. Trustee Simmons seconded the motion.

AYES: Davis, Ritter, Scott, Simmons, Wangler

NAYS: Abraham, Kuhn Motion Carried

Items 5.1 and 5.2 were voted upon after the closed session was adjourned.

5.1 Approval of Officers' Compensation

Secretary Scott MOVED and Trustee Ritter seconded the motion that the Board of Trustees approve the College Officers' compensation increases, retroactive to July 1, 2006, for the following five College Officers:

Clarence E. Brantley, Vice Chancellor, Administrative Services (\$4,809 – 3.5%)

Andrew R. Hillberry, Chief Information Officer (\$3,435 – 2.5%)

Gordon F. May, Campus President (\$6,183 – 4.5%)

Catherine J. Rush, Chief Human Resources Officer (\$3,435 – 2.5%)

Jacqueline A. Shadko, Campus President (\$4,880 – 4.0%)

Trustee Kuhn asked that the following be noted in the minutes: That the evaluations of the individual officers were not discussed. Additionally, he does not support this motion because the officers are presented as one group and not individually. Mr. Kuhn supports some, but not all of the recommended percentage increases.

AYES: Davis, Ritter, Scott, Simmons, Wangler

NAYS: Abraham, Kuhn Motion Carried

5.2 Approval of Chancellor's Compensation

This item was taken up as Item 6.6 under New Business

5.3 Investment Guidelines

Paul Edwards from Plante & Moran noted that the State of Michigan does not require a

formal Investment Policy be in place. Oakland Community College's investment guidelines are in line with state requirements.

Trustee Abraham MOVED that the College implement an Investment Policy.

AYES: Abraham, Kuhn, Wangler

NAYS: Davis, Ritter, Scott, Simmons Motion Defeated

6. NEW BUSINESS

- 6.1 Oakland Community College and the International Union of Operating Engineers, Local No. 547, AFL-CIO
Approval of Tentative Agreement

Vice Chairperson Ritter MOVED and Trustee Simmons seconded that the Board of Trustees approve the tentative agreement for a new Oakland Community College Operating Engineers collective bargaining agreement covering the period of July 1, 2006 to June 30, 2009.

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

NAYES: None Motion Carried

- 6.2 Oakland Community College and the Police Officers Labor Council
Approval of Tentative Agreement

Vice Chairperson Ritter MOVED and Trustee Simmons seconded that the Board of Trustees approve the tentative agreement for a new Oakland Community College Public Safety collective bargaining agreement covering the period of July 1, 2006 to June 30, 2009.

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

NAYS: None Motion Carried

- 6.3 College Officers' Two Year Employment Agreements

Trustee Simmons MOVED and Vice Chairperson Ritter seconded the motion that the Board of Trustees authorize the Chancellor to execute Two Year Employment Agreements, effective July 1, 2007, for the following five College Officers:

Clarence E. Brantley, Vice Chancellor, Administrative Services
Andrew R. Hillberry, Chief Information Officer
Gordon F. May, Campus President
Catherine J. Rush, Chief Human Resources Officer
Jacqueline A. Shadko, Campus President

Trustee Kuhn MOVED to table the vote until after closed session adjourns and Trustee Abraham seconded the motion.

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

NAYS : Ritter Motion Carried

Upon return to open session:

Secretary Scott MOVED and Vice Chairperson Ritter seconded that the Board of Trustees authorize the Chancellor to execute the extension of Employment Agreements for two years, effective July 1, 2007, for the following five College Officers:

Clarence E. Brantley, Vice Chancellor, Administrative Services
Andrew R. Hillberry, Chief Information Officer
Gordon F. May, Campus President
Catherine J. Rush, Chief Human Resources Officer
Jacqueline A. Shadko, Campus President

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

NAYS: None Motion Carried

Vice Chancellor of Academic Affairs and
Royal Oak/Southfield Campus President Search Processes and
Timeline

The Board of Trustees reviewed the timelines for the search processes for the Vice Chancellor of Academic Affairs and the Royal Oak/Southfield Campus President.

Board of Trustee Ethics

Chairperson Davis asked for Trustee volunteers to serve on an Ethics Committee which will focus on matters of communication, the use of the Corporate American Express credit cards, and other matters the committee may identify at a later date. Trustee Simmons was appointed as Chair with Vice Chairperson Ritter and Chairperson Davis serving as members.

Trustee Abraham MOVED and Trustee Kuhn seconded that the Board of Trustees direct the elimination of all individual American Express credit cards, and requires all college expenses be charged directly to the individual Trustee, who then will be required to fill out an expense request form (BUS #128) to get approved college expenses reimbursed from the college.

A roll call vote was taken:

AYES: Abraham, Kuhn, Wangler

Board of Trustees
November 20, 2006

Respectfully submitted,

Patricia J. Funtik

Date

Pamala Davis, Chairperson

Anne Scott, Secretary