



## OAKLAND COMMUNITY COLLEGE®

**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
Oakland Community College  
2480 Opdyke Road  
Bloomfield Hills, MI 48304  
September 15, 2008**

### 1. GENERAL FUNCTIONS

#### 1.1 Call to Order and Welcome

The meeting was called to order at 7:00 p.m. by Chairperson Zimmerman who welcomed all staff and guests.

#### 1.2 Attendance

##### Present

Anna Zimmerman, Chairperson  
Dale Cunningham, Vice Chairperson  
Thomas Kuhn, Secretary  
Phillip Abraham, Trustee  
Pamala Davis, Trustee  
Sandra Ritter, Trustee  
Anne Scott, Trustee

#### 1.3 Approval of Agenda

- Trustee Davis requested a discussion of the Chancellor's evaluation be added under New Business, item 6.3.
- Trustee Davis requested a discussion of credit cards be added under New Business, item 6.4
- Trustee Kuhn requested timing of closed sessions be added under New Business, item 6.5.
- Trustee Ritter requested norms be added under New Business, item 6.6
- Trustee Ritter requested representation at Board meetings be added under New Business, item 6.7.

Trustee Kuhn MOVED to approve the agenda as amended. Trustee Scott seconded.

AYES: Zimmerman, Cunningham, Kuhn, Abraham, Davis, Ritter, Scott

NAYS: None

Motion Carried

#### 1.4 Public Comments/Petitions

Linda Churchill, Auburn Hills Campus Administrative Specialist commented on the piano purchased for the new student center at Auburn Hills. Paraprofessional Ann Johnson spoke briefly of the classified union's wish for a contract.

### 1.5 Student Presentation

Orchard Ridge Campus President Jackie Shadko introduced paralegal student Donna Marie Marogi who presented an overview of service learning projects at the college.

### 1.6 Approval of Minutes

#### 1.6.1 Approval of Minutes 8/18/2008 Regular Board Meeting

Trustee Scott **MOVED** to approve the minutes of the August 18, 2008, Regular Board meeting. Trustee Davis seconded.

Trustee Ritter offered a correction noting that she, not Trustee Abraham, asked the administration to investigate the steps and costs involved in having Board meetings televised and distributed to county public access channels, as well as the OCC website.

AYES: Zimmerman, Cunningham, Kuhn, Abraham, Davis, Ritter, Scott

NAYS: None Motion Carried

## 2. CHANCELLOR'S REPORT

### 2.1 Chancellor's Comments

The Chancellor deferred his comments until the discussion on his goals and evaluation.

### 2.2 Staff Reports

Acting Chief Strategic Development Officer Cheryl Kozell noted that OCC and its Southeast Michigan Community College Educational Consortium partners won the Educational Program of the Year Award at the recent Automation Alley Gala for its Centers of Expertise Program.

### 2.3 Introduction of New Staff

There were no new staff present.

## 3. ACADEMIC AND STUDENT AFFAIRS

### 3.1 Academic Senate Reports

College Academic Senate Chair Mary Ann McGee announced that the senate will hold its first meeting next week.

### 3.2 Student Reports

Interim Executive Director of Student Services Lloyd Crews introduced pre-nursing student and Women's Basketball Team Captain Julia Kelley. Julia provided an overview of Student Life events and programs including a "Rock the Vote" voter registration drive, which registered 100 students.

### 3.3 Academic Initiatives

Lloyd Crews presented an update on the new student email system now available to all OCC students.

## 4. COLLEGE RESOURCES

### 4.1 Personnel Recommendations

Trustee Davis *MOVED* to approve the personnel recommendations. Trustee Cunningham seconded.

The Board of Trustees approved the following personnel recommendations: the appointment of faculty member Dawn Baker, Nursing teaching faculty (HL); the annual contract for faculty members Nina Barkell, Nursing teaching faculty (HL), and Angelika Maly, Nursing teaching faculty (HL); the appointment of administrative-exempt staff Cherie Foster, Executive Assistant to the Chancellor (DO); the interim appointment of management staff-non-exempt staff Jay Arnold, Budget Analyst (DO), and the interim appointment of management staff – non-exempt staff Julie Jurmo, Admissions Recruiter (OR); the management staff-non-exempt appointment of Latasha Noland, Financial Analyst (DO); the transfer of classified-full-time staff Nestor Baron-Lopez to Bookstore Assistant (RO) from Bookstore Assistant (AH) and Kristine Borrayo to Secretary (HL) from Secretary (AH-MTEC); the status change/transfer of classified – full-time staff Maureen Gilbert to Secretary (SF) from part-time Secretary (HL) and Penny Ping, Academic Services Center Paraprofessional (OR) from Business Office Specialist (OR); the retirement of Diane Franey, Administrative Assistant (DO), the retirement of Karen Riley, Federal and State Program Assistant (PC), the retirement of Peter Stine, English teaching faculty (OR), and the death of Donna Donaldson, Building Custodian (AH).

AYES: Zimmerman, Cunningham, Kuhn, Abraham, Davis, Scott

NAYS: Ritter

Motion Carried

### 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.

#### 4.3 College Facilities

- 4.3.1 College-Wide Deferred Maintenance Project  
Electrical Bus Duct Replacement  
Ceramics Kiln Room  
Royal Oak Campus  
OCC Project No. PF-RO08-011

Trustee Scott MOVED and Trustee Abraham seconded granting 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>
Electric Bus Duct Replacement	\$186,950
Ceramics Kiln Room	
Royal Oak Campus	
OCC Project No. PF-RO08-011	

Discussion occurred.

AYES: Zimmerman, Cunningham, Kuhn, Abraham, Davis, Scott

NAYS: Ritter Motion Carried

- 4.3.2 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 – 4.4.6 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 Ritter MOVED to approve items 4.4.1- 4.4.6 on the Consent Agenda – Contracts and Purchases. Trustee Cunningham seconded.

AYES: Zimmerman, Cunningham, Kuhn, Abraham, Davis, Ritter, Scott

NAYS: None Motion Carried

- 4.4.1 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 \$90,767 for the 2008-2009 fiscal year.

4.4.2 Elevator Maintenance  
College-Wide

The Board of Trustees approved the purchase of elevator maintenance services with KONE, Inc., at a cost not to exceed \$117,000 through September 2009.

4.4.3 Hewlett Packard Printer Equipment  
College-Wide

The Board of Trustees approved a contract with Sehi Computer Products to provide HP printer equipment and repair service, at a cost not to exceed \$60,000 for the 2008-09 fiscal year.

4.4.4 Internet Services Connection- AT&T  
College-Wide

The Board of Trustees approved entering into a three year contract with AT&T at a cost not to exceed \$33,348 per year.

4.4.5 Internet Services Connection – Merit Networks  
College-Wide

The Board of Trustees approved entering into a three year contract with Merit Networks at a cost not to exceed \$101,916 per year.

4.4.6 Contract with M&M Consulting  
Workforce Development Services – EDJT Grant

The Board of Trustees approved a contract with M & M Consulting at a cost not to exceed \$60,000 for training delivered through December 31, 2008.

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

**5. UNFINISHED BUSINESS**

5.1 Recording and Televising Meetings

Trustee Kuhn MOVED the item be tabled and returned next month as an action item. Trustee Cunningham seconded.

AYES: Zimmerman, Cunningham, Kuhn, Abraham, Davis, Ritter, Scott

NAYS: None

Motion Carried

## 6. NEW BUSINESS

6.1 Trustee Zimmerman asked the secretary to the Board, Pat Funtik, to poll Trustees to determine a date when all trustees are available to attend a Special Board meeting for the purpose of reviewing the Higher Learning Commission report.

### 6.2 Chancellor's Goals and Evaluation

Chancellor Tim Meyer presented his goals for 2008-2009 to the Board of Trustees.

The Chancellor noted that he used the policy governance model, developed by John Carver, to develop his goals. He presented his timeline for organizational development which will occur in three stages: enculturation (2008), sustainability/preparing for change (2008-2009), and engagement (2009-2010).

Discussion occurred.

Trustee Davis MOVED that the Board of Trustees approve the Chancellor's goals as presented. Ritter seconded.

AYES: Zimmerman, Cunningham, Kuhn, Abraham, Davis, Ritter

NAYS: Scott Motion Carried

### 6.3 Chancellor's Evaluation Discussion

Trustee Davis noted that the Chancellor's Evaluation Committee met on September 8. She asked trustees to submit questions for the Chancellor's evaluation document to her no later than October 9. The committee plans to assemble the evaluation document at their next meeting on October 13.

### 6.4 Credit Card Discussion

Trustee Davis MOVED that a credit card activity report, for those trustees holding a college issued credit card, be provided to all trustees on a monthly basis. The report will include back up information. Trustee Ritter seconded.

AYES: Zimmerman, Cunningham, Kuhn, Abraham, Davis, Ritter, Scott

NAYS: None Motion Carried

### 6.5 Timing of Closed Sessions

Trustee Abraham MOVED that closed sessions occur prior to the regular Board meeting when professionals are invited to attend.

AYES: Zimmerman, Cunningham, Kuhn, Abraham, Davis, Ritter, Scott

NAYS: None

Motion Carried

## 6.6 Norms

Trustee Ritter MOVED that the Board of Trustees review and re-adopt the norms previously agreed to.

AYES: Zimmerman, Cunningham, Kuhn, Abraham, Davis, Ritter, Scott

NAYS: None

Motion Carried

## 6.7 Trustee Ritter MOVED to request a change in Board policy, that the Board must approve having legal representatives present at regular Board meetings prior to each meeting. Trustee Kuhn offered a friendly amendment clarifying the meetings as open meetings.

Trustee Ritter restated the motion.

Trustee Ritter MOVED that the Board of Trustees approve having legal representatives present at open Board meetings prior to each open Board meeting. Trustee Abraham seconded.

Discussion occurred.

AYES: Kuhn, Abraham, Davis, Ritter, Scott

NAYS: Zimmerman, Cunningham

Motion Carried

## 7. COMMUNITY COMMENTS

### 7.1 Board Member Reports and Comments

Trustee Scott requested “appointing a Trustee to the SEMCOG Board” be added to the agenda of the October 20, 2008, regular Board meeting.

### 7.2 Labor Organizations and Associations

OCCFA President Mary Ston noted that OCC’s faculty association is sponsoring a public forum for all candidates running for Board of Trustees in the theatre at the Royal Oak Campus on Saturday, September 20, 2008, 10:00 a.m. to noon.

Trustee Ritter MOVED to enter into a closed session for the purpose of discussing legal opinion on pending litigation. Trustee Davis seconded.

AYES: Zimmerman, Cunningham, Kuhn, Abraham, Davis, Ritter, Scott

NAYS: None

Motion Carried

The Board of Trustees adjourned into closed session at 9:00 p.m.

The Board of Trustees returned to open session at 9:15 p.m.

**8. ADJOURNMENT**

Chairperson Zimmerman adjourned the meeting at 9:16 p.m.

Respectfully submitted,

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Patricia J. Funtik

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Date

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Anna M. Zimmerman, Chairperson

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Thomas E. Kuhn, Secretary