



OAKLAND COMMUNITY COLLEGE®

**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
June 15, 2009  
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 Bryant who welcomed all staff and guests.

1.2 Attendance

Present

Shirley Bryant, Chairperson  
Anna Zimmerman, Vice Chairperson  
Pamala Davis, Secretary  
Sandra Ritter, Trustee  
Anne Scott, Trustee  
Thomas Sullivan, Trustee

Absent

Tom Kuhn, Trustee

1.3 Approval of Agenda

Trustee Sullivan MOVED to approve the agenda. Trustee Scott seconded.

Trustee Scott MOVED to add the item of Audit Committee to the agenda under Old Business. Trustee Sullivan seconded.

AYES: Bryant, Davis, Ritter, Scott, Sullivan, Zimmerman

NAYS: None

Motion Carried

Chair Bryant will add to the agenda 5.2 Appointment to Audit Committee.

1.4 Public Comments/Petitions

None

## 1.5 Student Presentation

None

## 1.6 Approval of Minutes

### 1.6.1 Approval of May 18, 2009 Special Board Meeting Minutes

Trustee Scott asked that the second last sentence in the minutes regarding adjournment of the closed session be reworded for clarity.

Trustee Ritter MOVED to accept the minutes of the May 18, 2009 Special Board Meeting as corrected. Trustee Davis seconded.

Trustee Ritter took exception that the times were noted beside Trustees who arrived after the meeting began.

AYES: Bryant, Davis, Ritter, Scott, Sullivan, Zimmerman

NAYS: None Motion Carried

### 1.6.2 Approval of May 18, 2009 Regular Board Meeting Minutes

Trustee Scott MOVED to accept the minutes of the May 18, 2009 Regular Board Meeting. Trustee Zimmerman seconded.

AYES: Bryant, Davis, Ritter, Scott, Sullivan, Zimmerman

NAYS: None Motion Carried

### 1.6.3 Approval of May 20, 2009 Special Board Meeting Minutes

Trustee Scott MOVED to accept the minutes of the May 20, 2009 Special Board Meeting. Trustee Sullivan seconded.

AYES: Bryant, Davis, Scott, Sullivan, Zimmerman

NAYS: None

ABSTAIN: Ritter (wasn't in attendance at this meeting) Motion Carried

## 2. CHANCELLOR'S REPORT

### 2.1 Chancellor's Comments

Chancellor Meyer presented a PowerPoint presentation on the 2012 Millage Strategy for Success. The time period for the millage renewal would be for ten years from 2012 to 2022.

Several Trustees voiced their concerns regarding the utilization of OCC funds, time, staff, and equipment toward the millage election. Trustee Davis suggested offering programs for seniors/empty nesters, so that when it comes time for the election, they will be more apt to see that they are benefiting through OCC and vote in favor of the millage.

## 2.2 Staff Reports

None

## 2.3 Introduction of New Staff

None

# 3. **ACADEMIC AND STUDENT AFFAIRS**

## 3.1 Academic Senate Reports

None

## 3.2 Student Reports

None

## 3.3 Academic Initiatives

Pat Dolly, President of the Auburn Hills Campus, and Tom Boozer, Dean of Academic and Student Services at Auburn Hills, addressed the Board regarding the Oakland Community Accelerated Learning College taking place at the Auburn Hills campus. This 3-year pilot program is an opportunity for 9<sup>th</sup> graders (from Troy School District, Pontiac School District, Rochester Community Schools, Bloomfield Hills School District, and Avondale School District) to learn about careers in new technologies. These new technology areas include nanotechnology, alternative energy, advanced manufacturing technology and film and animation. This program is supported by Perkin's dollars. One of the goals is to get K-12 students into college sooner.

Laurie Huber, Athletic Director, thanked the Board for being able to present several of the outstanding athletes out of 80 who excelled this past year in numerous academic and athletic achievements at OCC. Ms. Huber went on to note that out of 19 institutions in Michigan, OCC had 3 Eastern Conference Championships, 2 State Championships, 4 of the A varsity teams competed at the National level, and 4 were runner up in District competition. The athletes' average GPA was above a 3.0.

Ms. Huber introduced two students who were unable to attend this evening: James Uelmen, who achieved All Conference, All State, and All Regional for the past two years in golf, and Tony Sanfillippo, who has been All State and All Regional in cross country for the past two years. Tony also achieved the NJCAA All American honors for indoor track this season.

Ryan Bilkos, who was All Conference, All State, and All Regional first team in golf, was introduced by Ms. Huber. Also in attendance was Alyssa Swindlehurst, whose basketball team came in second to Schoolcraft in Region XII. Alyssa spoke and thanked everyone for the academic and athletic opportunities she had at OCC. Also introduced was Tabytha Harvey who was first team All Conference, All State, and All Regional for the past two years in women's basketball. She was selected as the first OCC women's basketball player to the first team NJCAA All American, and she has signed with Wayne State University – Division II NCAA to further her studies and athletics. Tabytha addressed everyone and spoke about what an opportunity it was to play the sport that she loves while gaining an education to help her prepare for her future. Tabytha went on to state that at the recent awards ceremony she was informed that her number "22" would be retired, which is an absolute honor for her.

Ms. Huber also advised the Board that this year OCC has received the MCCA's Charlie Chanter All Sports Award, last held by OCC in 1976. She thanked everyone for their support.

#### **4. COLLEGE RESOURCES**

##### 4.1 Personnel Recommendations

Trustee Davis MOVED to approve the Personnel Recommendations. Trustee Zimmerman seconded.

Trustee Ritter addressed Cathy Rush, Chief Human Resource Officer, asking her if we are still hiring new employees at the lower quadrant level, and asked to have a future discussion regarding this.

AYES: Bryant, Davis, Ritter, Scott, Sullivan, Zimmerman

NAYS: None

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. Clarence Brantley, Vice Chancellor of Administrative Services, indicated that he is uncertain whether we will make our property tax revenue projections this year.

##### 4.3 College Facilities

4.3.1 Trustee Davis MOVED and Trustee Zimmerman seconded to grant authority to the College's Construction Manager, George W. Auch Company, for the purpose of entering into the following project:

Roof Maintenance Surveys	<u>Project Cost</u>
Warranty/Non-Warranty	
<u>College-Wide</u>	\$130,400
OCC Project No. PF-CW09-005	

AYES: Bryant, Davis, Scott, Sullivan, Zimmerman

NAYS: Ritter

Motion Carried

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

#### 4.4 Contracts and Purchases

### **CONSENT AGENDA – CONTRACTS AND PURCHASES**

Items 4.4.1 – 4.4.14 listed below on the Consent Agenda were enacted by one motion.

Trustee Sullivan asked that item 4.4.2 be removed from the Consent Agenda for further Discussion.

Trustee Scott MOVED to approve items 4.4.1, and 4.4.3 to 4.4.14 on the Consent Agenda – Contracts and Purchases. Trustee Davis seconded.

AYES: Bryant, Davis, Ritter, Scott, Sullivan, Zimmerman

NAYS: None

Motion Carried

#### 4.4.1 Desktop Computer Equipment College-Wide

The Board of Trustees approved the purchase of desktop computer equipment and peripherals from Dell Computer Corporation at a cost not to exceed \$1,245,000 for the 2009-2010 fiscal year.

#### 4.4.3 Servers and Laptops College-Wide

The Board of Trustees approved the purchase of servers and laptops from Dell at a cost not to exceed \$355,770 for the 2009-2010 fiscal year.

#### 4.4.4 Service Recognition Program College-Wide

The Board of Trustees approved the purchase of items for the service recognition program from O.C. Tanner at a cost not to exceed \$30,000 for the 2009-2010 fiscal year.

4.4.5 Wiring Installation Services  
College-Wide

The Board of Trustees approved a contract with Professional Communications Services (PCS) to provide wiring installation services at a cost not to exceed \$100,000 for the 2009-2010 fiscal year.

4.4.6 Carpet Replacement  
Orchard Ridge, Southfield, Royal Oak and Auburn Hills Campuses

The Board of Trustees approved the purchase and installation of carpet for the Orchard Ridge, Southfield, Royal Oak, and Auburn Hills Campuses from NBS at a cost not to exceed \$237,400.

4.4.7 Contract with Boundary Systems, LTD  
Economic and Workforce Development

The Board of Trustees approved a contract with Boundary Systems, LTD for training and facilitation services at a cost not to exceed \$1,350/day through June 30, 2010.

4.4.8 Contract with DASI Solutions  
Economic and Workforce Development

The Board of Trustees approved a contract with DASI for training and facilitation services at a cost not to exceed \$1,200/day through June 30, 2010.

4.4.9 Contract with EDEN, Inc.  
Economic and Workforce Development

The Board of Trustees approved a contract with EDEN, Inc. for training and facilitation services at a cost not to exceed \$600/day through June 30, 2010.

4.4.10 Contract with Human Performance Technologies, Inc.  
Economic and Workforce Development

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 through June 30, 2010.

4.4.11 Contract with Integral Consulting, Inc.  
Economic and Workforce Development

The Board of Trustees approved a contract with Integral Consulting Inc. for training and facilitation services at a cost not to exceed \$795/day through June 30, 2010.

4.4.12 Contract with Protech Professional Technical Services  
Economic and Workforce Development

The Board of Trustees approved a contract with Protech Professional Technical Services for training and facilitation services at a cost not to exceed \$1,500/day through June 30, 2010.

4.4.13 Contract with Technographics, Inc.  
Economic and Workforce Development

The Board of Trustees approved a contract with Technographics, Inc. for training and facilitation services at a cost not to exceed \$1,350/day through June 30, 2010.

4.4.14 Contract with Tonex  
Workforce Development Services - EDJT Grant

The Board of Trustees approved a contract with Tonex at a cost not to exceed \$45,000 for training delivered through March 15, 2010.

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

4.4.2 Temporary Staffing Services  
College-Wide

A discussion took place regarding whether Adecco is a U.S. or Swiss company. Trustee Sullivan indicated that the Board wants to support Oakland County and U.S.-based businesses. Trustee Sullivan stated that for 10 basis points he would rather the Board give the business to Kelly Services, which originated in Michigan. Trustee Ritter agreed.

Chair Bryant indicated we should have a motion made in order to discuss this item. Trustee Ritter MOVED to discuss this item further, and Trustee Scott seconded.

No vote was taken.

Trustee Ritter requested that the materials from the archives on the previous Adecco motion(s) be presented to the Board for review in this matter.

Trustee Scott MOVED to table this item until the next meeting in order to obtain additional information. Trustee Ritter seconded and withdrew her earlier motion to discuss this item further.

AYES: Bryant, Davis, Ritter, Scott, Sullivan, Zimmerman

NAYS: None

Motion Carried

Clarence Brantley, Vice Chancellor of Administrative Services, informed the Board that we have a two-week period until the contracts expire. He asked the Board grant authority for the contract to be extended for 30 days.

Trustee Scott **MOVED** to extend the Adecco contract for as long as needed.  
Chair Bryant suggested moving for a specific amount of time.  
Trustee Scott amended her motion to extend the Adecco contract until the next Board meeting.

Chair Bryant responded there is a question as to when and where the July Board meeting will take place as several Board members will be unable to attend the currently-scheduled July 13 Board meeting.

Cathy Rush, Chief Human Resource Officer, suggested it may be in the best interest of the College to extend the contract for 60 days from the expiration date.

Trustee Sullivan **MOVED** to amend Trustee Scott's amendment to her first motion to extend the Adecco contract for 60 days from the date of expiration of the contract.  
Vice Chair Zimmerman seconded.

Trustee Sullivan asked this information be mailed to the Board members as soon as possible.

AYES: Bryant, Davis, Ritter, Scott, Sullivan, Zimmerman

NAYS: None Motion Carried

Chair Bryant asked that items like this be presented earlier for consideration so that the Board may be conscientious in carrying out its duties.

## 5 UNFINISHED BUSINESS

### 5.1 Strategic Plan (second reading)

Trustee Zimmerman **MOVED** to approve the Strategic Plan for 2009-13, and Trustee Sullivan seconded.

A discussion ensued regarding the organizational purpose statement "Learning is our only Priority." Members of the College Planning Council explained the reasoning behind the use of the phrase.

AYES: Bryant, Ritter, Sullivan, Zimmerman

NAYS: Davis, Scott Motion Carried

Chair Bryant asked that the staff address the marketing issues that were raised by the Board.  
Trustee Scott asked to be more involved in this process.



## 5.2 Appointment to Audit Committee

Chair Bryant announced that Craig Roshak is the new member on the Audit Committee due to a vacancy. Chair Bryant also thanked Trustees Scott, Sullivan, and Davis for serving on the committee.

## 6 NEW BUSINESS

### 6.1 Chancellor's Evaluation

Dr. Meyer reviewed his performance goals and measures with the Board and what has been accomplished to date. Dr. Meyer addressed questions thereafter from the Board regarding affiliation agreements, communication, and businesses being involved with O.C.C.

Chair Bryant asked that the evaluation document be sent out to the Board on Tuesday, June 16<sup>th</sup>. Per the timeline discussed at the May 18<sup>th</sup> Board meeting, the evaluations should be completed and returned to Chair Bryant no later than June 22<sup>nd</sup>. They may be returned by mail, email, or other means. After that time, Chair Bryant will meet with the Board leadership consisting of Anna Zimmerman, Vice Chair, and Pamala Davis, Secretary, to compile and tabulate the results of the seven Board members.

## 7 COMMUNITY COMMENTS

### 7.1 Board Member Reports and Comments

Trustee Ritter thanked Presidents Dolly and May for the outstanding orientation meetings they put together for Trustee Ritter's tenth grade students.

Trustee Davis expressed that OCC had an outstanding graduation ceremony on May 29<sup>th</sup>. Trustee Davis along with Chair Bryant and Trustee Scott also attended the Police Academy graduation, which was very moving.

Chair Bryant echoed Trustee Davis' comments regarding the graduations. Chair Bryant and Trustee Scott also attended the Fire Academy graduation, and Trustee Zimmerman attended the Nursing Pinning ceremony. Chair Bryant indicated she was impressed with all of the ceremonies, and pledged Trustee attendance for all future graduations and convocations.

Chair Bryant further reported that the Board has now had three workshops with our consultant, Eric Craymer, and that things are progressing. On July 25<sup>th</sup>, the Board will have their next workshop with Mr. Craymer.

Chair Bryant asked attorney Sue Bartos to check into the legality of Board members abstaining when voting.

Trustee Ritter asked Chair Bryant if there was a problem with the July 13<sup>th</sup> Board meeting. Chair Bryant indicated several members will be unable to attend. Discussions are taking place with our legal counsel as to how to handle this.

Trustee Ritter asked if the administrative contracts expire on June 30<sup>th</sup> and, if so, when will the Board be reviewing this item. Chair Bryant indicated that this matter will be discussed when the Board has time to review this, but not today.

A representative from Kelly Services addressed the Board. She indicated that Adecco is based over seas, while Kelly Services is based on Troy, Michigan. She further indicated that Kelly Services has supported OCC throughout the years. Chair Bryant asked that this information be passed onto administration, who will then forward to the Board. Chair Bryant thanked the individual and asked that next time she present her comments earlier during the Public Comments time.

## 7.2 Labor Organizations and Associations

Mary Ston, President of OCCFA, asked who do they talk to after June 30<sup>th</sup> with respect to labor negotiations. Chair Bryant asked attorney Susan Bartos to elaborate. Ms. Bartos indicated that although there is no written contract after June 30<sup>th</sup>, the individuals are still employed.

Trustee Ritter indicated that in years past this documentation normally is presented in May, and she doesn't understand why we are not discussing that today. Chair Bryant responded it was not in the agenda review two weeks ago, and that it was just brought to her attention this past weekend. The Board members have not seen this information and haven't been able to review it.

Trustee Scott MOVED to go into closed session for the purpose of labor negotiations. Trustee Sullivan seconded.

Chairperson Bryant requested a roll call be taken at 9:00 p.m. to go into closed session regarding labor negotiations.

AYES: Bryant, Davis, Ritter, Scott, Sullivan, Zimmerman

NAYS: None Motion Carried

The Board of Trustees returned to open session under adjournment of the closed session at 9:57 p.m.

## 8 ADJOURNMENT

Trustee Ritter MOVED to adjourn the meeting, and Trustee Davis seconded.

AYES: Bryant, Davis, Ritter, Scott, Sullivan, Zimmerman

NAYS: None Motion Carried

Chairperson Bryant adjourned the meeting at 9:59 p.m.

Respectfully submitted,

---

Cherie A. Foster

---

Date

---

Shirley J. Bryant, Chairperson

---

Pamala M. Davis, Secretary



OAKLAND COMMUNITY COLLEGE®

# ACTION

---

BOARD AGENDA ITEM 4.1  
June 15, 2009

## *PERSONNEL RECOMMENDATIONS*

APPROVED: OCC Board of Trustees on June 15, 2009

Margaret Carroll

June 16, 2009

**FACULTY**

**Appointment**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Annual Salary</u></b>	<b><u>Benefits Cost*</u></b>	<b><u>Effective</u></b>	<b><u>2009-2010 Fiscal Year Budget</u></b>
VanSparrentak, Kenneth J.	Social Science Teaching Faculty - Firefighting Technology and Homeland Security	AH	\$56,986	\$25,478	09/03/09	X
Guzzi, Kaitlin M.	Science Teaching Faculty - Biology	HL	\$52,283	\$23,376	09/03/09	X
Gunkelman, Julie A.	Mathematics Teaching Faculty - Mathematics	OR	\$56,986	\$25,478	09/03/09	X
El-Shaer, Ramy I.	Science Teaching Faculty – Biology	RO/SF	\$56,986	\$25,478	09/03/09	X

\*Note: The average cost of FICA, retirement and fringe benefits for full-time employees is 44.71% of annual base salary per the College budget.

**FACULTY**

**Annual Contract / Grant Funded**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Salary</u></b>	<b><u>Benefits Cost*</u></b>	<b><u>Effective</u></b>	<b><u>2009-2010 Fiscal Year Budget</u></b>
Pan, Tsong Yu	Applied and Engineering Technology Teaching Faculty - Nanotechnology	AH	\$64,900	\$29,017	09/03/09 – 05/03/10	X

\*Note: The average cost of FICA, retirement and fringe benefits for full-time employees is 44.71% of annual base salary per the College budget.

**MANAGEMENT STAFF – NON-EXEMPT**

**Appointment**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Annual Salary</u></b>	<b><u>Benefits Cost*</u></b>	<b><u>Effective</u></b>	<b>2009-2010 Fiscal Year <u>Budget</u></b>
Daniel, Kerry L.	Information Technologies Instructional Technologist	CW	\$58,693	\$26,242	07/06/09	X

**MANAGEMENT STAFF – NON-EXEMPT  
GRANT FUNDED**

**Extension of Temporary Appointment**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Annual Salary</u></b>	<b><u>Benefits Cost*</u></b>	<b><u>Effective</u></b>	<b>2009-2010 Fiscal Year <u>Budget</u></b>
Crockett, Phillip D.	Economic and Workforce Development Program Manager, Economic and Workforce Development	AH – M-TEC	\$80,603	\$36,038	07/22/09 – 07/21/10	X

\*Note: The average cost of FICA, retirement and fringe benefits for full-time employees is 44.71% of annual base salary per the College budget.

**MANAGEMENT STAFF – NON-EXEMPT**

**Renewal of Annual Contract**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Annual Salary</u></b>	<b><u>Benefits Cost*</u></b>	<b><u>Effective</u></b>	<b>2009-2010 Fiscal Year <u>Budget</u></b>
Myers, Melanie E.	Business/Construction Construction Management Program Coordinator	OR	\$58,522	\$26,165	09/06/09 – 09/05/10	X

**MANAGEMENT STAFF – NON-EXEMPT**

**Status Change – Transfer**  
**Return to Former Position – Contractually Required**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Salary</u></b>	<b><u>Benefits Cost*</u></b>	<b><u>Effective</u></b>	<b>2008-2009 Fiscal Year <u>Budget</u></b>
Noland, Latasha N.	Financial Services Financial Analyst (from Budget Analyst, DO)	DO	\$53,308	\$23,834	06/22/09	X

\*Note: The average cost of FICA, retirement and fringe benefits for full-time employees is 44.71% of annual base salary per the College budget.



**CLASSIFIED – FULL-TIME**

**Appointment**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Salary</u></b>	<b><u>Benefits Cost*</u></b>	<b><u>Effective</u></b>	<b>2008-2009 Fiscal Year <u>Budget</u></b>
Thomas, Mary M.	Nursing Secretary (from part-time to full-time)	HL	\$15.11/hr.	\$14,052	06/22/09	X

**CLASSIFIED – FULL-TIME**

**Status Change/Transfer**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Salary</u></b>	<b><u>Benefits Cost*</u></b>	<b><u>Effective</u></b>	<b>2009-2010 Fiscal Year <u>Budget</u></b>
Colon, Sherri L.	Math Secretary (from Child Care Assistant, AH)	AH	\$18.99/hr.	\$17,660	07/06/09	X

\*Note: The average cost of FICA, retirement and fringe benefits for full-time employees is 44.71% of annual base salary per the College budget.

**SEPARATIONS**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Effective</u></b>	<b><u>Reason for Separation</u></b>
Palmer, Donna M. (08/22/72)	Enrollment Services Student Services Specialist	DO	06/30/09	Retirement
Springer, Ruth A. (03/27/89)	Applied and Engineering Technologies Administrative Specialist	AH	09/30/09	Retirement