



**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
June 19, 2012
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 7:02 p.m. by Secretary Davis.

1.2 Attendance

Present

Pamala Davis, Secretary
Thomas Sullivan, Treasurer
Shirley Bryant, Trustee
Sandra Ritter, Trustee
Anna Zimmerman, Trustee

Absent

Thomas Kuhn, Chair
Daniel Kelly, Vice Chair

1.3 Approval of Agenda

Trustee Sullivan asked for a new agenda item to be added regarding the need for a July Board meeting. Secretary Davis placed it as 6.2 under New Business.

1.4 Public Comments/Petitions – None

1.5 Student Presentation – None

1.6 Approval of May 15, 2012 Regular Meeting Minutes

Trustee Sullivan MOVED to accept the minutes of the May 15, 2012 regular Board meeting. Trustee Zimmerman seconded.

AYES: Bryant, Davis, Sullivan, Zimmerman

ABSTAIN: Ritter

NAYS: None

Motion Carried

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

Dr. Meyer deferred his comments.

2.2 Staff Reports - None

2.3 Introduction of New Staff

President Jacqueline Shadko introduced Nicholas Conti, a new mathematics faculty member at the Orchard Ridge Campus.

Henry Tanaka, Dean of Academic and Student Services, introduced Barbara Hoag, a new mathematics faculty member at the Auburn Hills Campus.

3. ACADEMIC AND STUDENT AFFAIRS

3.1 Academic Senate Reports – College Academic Senate Chair Shawn Dry provided updates on the College Academic Master Plan and on the Senate Leadership Group Retreat.

3.2 Student Reports - None

3.3 Academic Initiatives

Secretary Davis informed the Board that Dr. Meyer will be deferring his presentation on “The Completion Agenda – Part I” to a future meeting.

4. COLLEGE RESOURCES

4.1 Personnel Monitoring Report

4.1.1 The Board of Trustees reviewed the revised Personnel Monitoring Report.

4.1.2 Faculty Recommendations

Trustee Ritter MOVED to approve the revised Faculty Recommendations Report.
Trustee Bryant seconded.

AYES: Bryant, Davis, Ritter, Sullivan, Zimmerman

NAYS: None Motion Carried

On behalf of the Board, Secretary Davis and Dr. Meyer thanked Sandra Thornton, speech faculty at Orchard Ridge, for her 28 years of service with OCC.

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 had no questions regarding the General Fund Budget Status Report.

4.2.3 2012-2013 General Fund Budget

Trustee Bryant MOVED to adopt the 2012-13 General Fund Budget in the amount of \$155,381,641 incorporating tuition rates effective in the Fall, 2012 semester of: \$71.40 per SCH for in-district students; \$125.30 per SCH for out-of-district students; and \$175.80 per SCH for out-of-state students. Trustee Zimmerman seconded.

AYES: Bryant, Davis, Ritter, Sullivan, Zimmerman

NAYS: None Motion Carried

4.3 College Facilities

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

4.3.2 Facilities Condition Assessment College-Wide

Trustee Bryant MOVED to approve the use of ISES Corporation to conduct a Facilities Condition Assessment and populate a fully functioning assessment database at a cost not to exceed \$226,000. Trustee Sullivan seconded.

Trustee Sullivan noted ISES of Georgia was more costly than EMG and inquired if the quote was an all-in cost or would travel expenses, etc. be additional. Purchasing Director Gheretta Harris indicated the travel costs would be in addition to the quote and are usually figured in at 15% of the base cost. Trustee Sullivan continued by choosing French Associates in Rochester there would be no

travel costs incurred and they would be familiar with Michigan codes and the weather. Ms. Harris responded ISES also worked with many Michigan institutions, as well as others across the U.S. French would bring in subcontractors to do the work, whereas ISES utilizes their own staff. Another advantage with ISES, Ms. Harris noted, is their asset management software which can construct forecasting models, provide a project ranking report per campus, as well as numerous other reports.

Trustee Zimmerman sought clarification from Ms. Harris that the additional \$40,000 spent for this vendor would be well worth what we will receive. Ms. Harris confirmed that ISES, especially with their database, will deliver and be worth the additional cost.

Trustee Ritter inquired how this software will interface with Datatel. Ms. Harris responded she was uncertain if it would interface. This software will be in direct relation to the actual structures, buildings, and building systems – plumbing and heating, HVAC, whereas the Datatel system deals more directly with administration, students, managing budgets, etc. The ISES software is a planning tool to be used in identifying projects to be addressed and the other activities associated with the projects.

AYES: Bryant, Davis, Sullivan, Zimmerman

NAYS: Ritter Motion Carried

4.4 Contracts and Purchases

CONSENT CALENDAR – CONTRACTS AND PURCHASES

Items 4.4.1 through 4.4.6 listed below on the Consent Calendar – Contracts and Purchases were enacted by one motion. No separate discussions of these items were requested.

Trustee Zimmerman MOVED to approve items 4.4.1 through 4.4.6 on the Consent Calendar - Contracts and Purchases. Trustee Bryant seconded.

AYES: Bryant, Davis, Ritter, Sullivan, Zimmerman

NAYS: None Motion Carried

4.4.1 Ammunition and Supplies
Oakland Police Academy
Auburn Hills Campus

The Board of Trustees approved the purchase of ammunition at a cost not to exceed \$91,349 and related supplies at a cost not to exceed \$5,000 from Michigan Police Equipment for a total not to exceed \$96,349 for the 2012-2013 fiscal year.

4.4.2 Bulk Road Salt
Building and Grounds
College-Wide

The Board of Trustees approved the purchase of bulk road salt from Morton Salt at a cost not to exceed \$81,883.

4.4.3 Lab Supplies and Specimens
College-Wide

The Board of Trustees approved the use of Ward's Natural Science and Fisher Scientific to provide various science products at a cost not to exceed \$120,000 each for the 2012-2013 fiscal year.

4.4.4 Technology Enhanced Classrooms
College-Wide

The Board of Trustees approved the use of National Communications Corporation for Technology Enhanced Classroom equipment, maintenance and installation services at an annual cost not to exceed \$446,020 through June 2015.

4.4.5 Furniture and Installation Services
Building J – Student Center
Orchard Ridge Campus

The Board of Trustees approved the purchase and installation of furnishings from Navigating Business Space at a cost not to exceed \$85,741.

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

The Board of Trustees approved the purchase and installation of carpet for the Orchard Ridge, Highland Lakes, Royal Oak, and Auburn Hills Campuses from NBS at a cost not to exceed \$255,500.

END OF CONSENT CALENDAR – CONTRACTS AND PURCHASES

5. UNFINISHED BUSINESS

5.1 Drug Free Workplace Policy and Procedure Revisions, Use of College Facilities and Services Procedure Revisions, and Repeal Drug Free Environment Policy College-Wide - (Second Reading)

Trustee Ritter MOVED to approve the second reading of the revisions to the Drug Free Workplace Policy and Procedure 0.0.5 (to be renamed Drug and Alcohol Abuse Free College) and Use of College Facilities and Services Procedure 5.2, and to repeal Drug Free Environment Policy 2.7. Trustee Sullivan seconded.

AYES: Bryant, Davis, Ritter, Sullivan, Zimmerman

NAYS: None Motion Carried

6. NEW BUSINESS

6.1 Board of Trustees MCCA Representative and Alternative Representative

Trustee Sullivan MOVED the Board of Trustees elect Shirley Bryant as representative to the MCCA Board of Directors and Pamala Davis as alternate representative to the MCCA Board of Directors for a term beginning July 15, 2012 and ending July 14, 2013. Trustee Ritter seconded.

Trustee Bryant thanked Secretary Davis for the times she filled in for her at MCCA meetings.

AYES: Bryant, Davis, Ritter, Sullivan, Zimmerman

NAYS: None Motion Carried

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Trustee Ritter inquired about the correlation between the work of the College Brain Trust and Datatel's study of college usage patterns. Dr. Meyer responded Datatel's interest is to better understand the software usage patterns within our organization. The best way to accomplish this is to survey staff using the system. Dr. Meyer continued the Brain Trust is here to help us review our business practices, so it is a coordinated effort if we are going to be using the Datatel system in a certain way and be changing it in a different way. Datatel is here to create a basis or a survey and then understand where the Brain Trust may wish to review those changes, so that Datatel can then provide the appropriate software. Trustee Ritter inquired if we were paying Datatel for their

assessment, and Dr. Meyer assured her the College was not paying for this assessment. Trustee Ritter asked for information on the Datatel system.

Trustee Bryant requested an update on cable broadcasts of the Board meetings as to what channels they are being shown on and any reaction to the broadcasts. Trustee Bryant also mentioned since the Board has all of the information before them it may be difficult for a viewer to follow along. Trustee Sullivan suggested all motions be read completely to assist the viewer in understanding the item being discussed.

Trustee Zimmerman asked why these meetings aren't being shown on the internet. Vice Chancellor of External Affairs Sharon Miller responded the Board did not charge them to do so, only to broadcast on cable. Trustee Ritter inquired about pod casting. Dr. Meyer responded the Board approved the televising, but not pod casting as mentioned by Trustee Zimmerman. Trustee Zimmerman requested information be provided to the Board regarding their decision on televising Board meetings.

7.2 Organizations and Associations - None

Trustee Sullivan MOVED for the Board to go into closed session for the purpose of receiving an update on labor negotiations. Trustee Ritter seconded.

Secretary Davis requested a roll call be taken at 7:42 p.m. to go into closed session for the purpose of receiving an update on labor negotiations.

AYES: Bryant, Davis, Ritter, Sullivan, Zimmerman

NAYS: None Motion Carried

The Board of Trustees returned to open session after adjournment of the closed session at 8:26 p.m.

8. ADJOURNMENT

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

AYES: Bryant, Davis, Ritter, Sullivan, Zimmerman

NAYS: None Motion Carried

Secretary Davis adjourned the meeting at 8:26 p.m.

Cherie A. Foster

Date

Pamala M. Davis, Secretary

Thomas P. Sullivan, Treasurer