



**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
July 16, 2013
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 7:01 p.m. by Chair Kelly.

1.2 Attendance

Present

Daniel Kelly, Chair
Pamala Davis, Secretary
Thomas Kuhn, Treasurer
Shirley Bryant, Trustee
Christine O'Sullivan, Trustee
Sandra Ritter, Trustee

Absent

Thomas Sullivan, Vice Chair

1.3 Approval of Agenda

Trustee Bryant MOVED to approve the revised agenda. Trustee Kuhn seconded.

AYES: Bryant, Davis, Kelly, Kuhn, O'Sullivan, Ritter

NAYS: None Motion Carried

1.4 Public Comments/Petitions –

Fran Smith, retired math faculty; Emily McAllister and Wendy Conway, math faculty at Highland Lakes; addressed the Board on math program topics such as developmental education, labs, tutors, and graduation statistics.

Cristy Burchartz, Readiness Program tutor at Highland Lakes, spoke as to veterans wanting to be integrated, not segregated, by the math and English classes they take.

Mike Khirallah, English Department Chair, stated his concerns with the recent tuition increase for out-of-state students and the effect it will have to out-of-state/country students attending OCC.

Ellen Kates, ceramic student at Royal Oak; Julian Smith and Noreen Zimmer, ceramic students at Orchard Ridge; and Carol Socks-Parker, French and art teacher; addressed the Board regarding ceramics, some of the topics including rumor of the ceramics program being discontinued, staffing of the program, and supporting the arts and humanities.

1.5 Student Presentation – None

1.6 Approval of June Board Meeting Minutes

1.6.1 Approval of June 18, 2013 Special Meeting Minutes

Trustee Bryant MOVED to approve the minutes of the June 18, 2013 special Board meeting. Trustee Kuhn seconded.

AYES: Bryant, Davis, Kelly, Kuhn, O’Sullivan, Ritter

NAYS: None Motion Carried

1.6.2 Approval of June 18, 2013 Regular Meeting Minutes

Trustee Ritter MOVED to approve the minutes of the June 18, 2013 regular Board meeting. Trustee Bryant seconded.

AYES: Bryant, Davis, Kelly, Kuhn, O’Sullivan, Ritter

NAYS: None Motion Carried

2. CHANCELLOR’S REPORT

2.1 Chancellor’s Comments

Dr. Meyer provided an update to the Arts, Beats and Eats Festival parking advising an application was submitted for a parking permit. In OCC’s capacity as an independent governmental agency, a permit may not be necessary, but “good neighbor” protocol was followed. OCC is preparing a plan to collect the parking fees for the two structures, with the proceeds going to the OCC Foundation for student scholarships.

Dr. Meyer announced George Cartsonsis, Director of College Communications, is retiring from OCC after 43 years, and wished him all the best in his retirement. His last work day is July 18th. Dr. Meyer stated not only is George highly regarded by the media and his peers, but he considers George a personal friend, as well. There will be a celebration for

George on September 19th at Pasquale's Restaurant in Royal Oak with more details to follow.

Coco Siewert, OCC's parliamentarian, provided a presentation to the Board regarding the requirements per *Robert's Rules of Order* and The Opening Meetings Act as to what meeting minutes should contain, what information is not necessary, how motions are recorded, correcting and approving minutes, and other requisites.

2.2 Staff Report

2.2.1 Nursing Program

Highland Lakes Interim President Cynthia Roman and Interim Dean of Nursing Lori Przymusinski addressed the future of OCC's nursing program, its staffing, partnerships with BSN programs, and whether there is a real need for the mobile nursing clinic considering the cost.

Trustee Ritter inquired if there was data available for the past five years as to how many of our ADN graduates who passed the NCLEX-RN exam have gone on to obtain their BSNs from other institutions. Dr. Roman replied she doesn't believe OCC has that data; but stated we do follow-up graduation surveys and employer surveys and that would be a question to include. Dr. Roman indicated we do highly encourage our students to pursue a BSN degree.

Trustee Ritter thanked Dr. Meyer for recently allowing the nursing mobile unit to service the Clarkston community. She believes many individuals received care through the clinic they might not have otherwise.

2.2.2 Ceramics

Associate Vice Chancellor of Academic and Student Affairs Cathey Maze and Executive Director of Curriculum and Student Learning Marty Orlovski addressed the ceramics program. Dr. Maze confirmed there were no discussions to eliminate the ceramics program. She noted the program was created in 1977 and is currently offered as a specialized associate degree in Applied Science and as a certificate. She pointed out the total number of associate degrees awarded for this program in the past 12 years was 11 and the total certificates awarded were 10. As popular as the ceramics program is, Dr. Maze noted employment opportunities in this field are very limited, degree completions are very low, courses do not transfer as an equivalent, and there is an extraordinary level of repeats with up to 84% of the students auditing classes.

2.2.3 Child Care

Associate Vice Chancellor Cathey Maze provided some background on the OCC childcare program originating in the early 1970s as a volunteer program when alternative childcare was not readily accessible. She went on to state OCC can no longer justify program cost serving a small group of children. In 2009, approximately 138 children were served at all five campuses, with the College subsidizing over \$800,000. In 2013, there were approximately 98 children served at three campuses with the College subsidizing approximately \$550,000. Dr. Maze noted OCC recognizes the importance of quality childcare, but it is not our core mission.

Dr. Maze concluded OCC is looking at a pilot program with Oakland Schools to establish two Great Start Readiness programs at the Highland Lakes Campus in fall 2013. This venture would be funded and staffed by Oakland Schools using Highland Lakes' existing childcare center. This partnership will provide training opportunities for OCC students involved in Early Childhood and Nursing programs.

2.3 Introduction of New Staff

Vice Chancellor of Academic and Student Affairs Richard Holcomb introduced Alexis Zirpoli, library manager for ACCESS and Technical Services at the Auburn Hills Campus.

Auburn Hills President Gordon May introduced Shelby Stoll, parts and tool crib attendant with the Engineering, Manufacturing and Industrial Technologies Department at the Auburn Hills Campus.

Southfield/Royal Oak Campus President Steve Reif introduced Ericka Jones, faculty secretary at the Royal Oak Campus.

3. ACADEMIC AND STUDENT AFFAIRS

3.1 Academic Senate Reports

College Academic Senate Chair Shawn Dry distributed for the Board's review two handouts addressing the senate's preamble/mission statement, 2012-2013 motions, committee work, and the senate's response to the CBT reports and administrative documents.

3.2 Student Reports - None

3.3 Academic Initiatives – None

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, Kelly, Kuhn, O'Sullivan, Ritter

NAYS: None Motion Carried

On behalf of the College, Chair Kelly and Chancellor Meyer congratulated Marilynn Kokoszka, who has been a history faculty member at OCC's Orchard Ridge Campus for 44 years.

4.2 Business and Finance

4.2.1 Treasurer's Report

The Board of Trustees reviewed the Treasurer's Report.

Trustee Kuhn inquired if we have statistics on out-of-state students, including VISA students. Mr. Brantley replied we do have those statistics, and he stated this information is also available when the student applies to OCC. Mr. Brantley will provide some preliminary information at the next meeting.

4.2.2 General Fund Budget Status Report

The Board had no questions regarding the General Fund Budget Status Report.

4.3 College Facilities

4.3.1 Demolition/Site Restoration Highland Hall Highland Lakes Campus OCC Project No. PF-HL14-002

Dr. Meyer informed the Board the demolition/site restoration at Highland Hall was one of the first projects recommended by ISES consultants. Dr. Meyer suggested a meeting be scheduled with city officials in Waterford to determine if there would be any community concerns. The Board agreed such a meeting

should be considered to ensure input from the Waterford community. Dr. Meyer said he will schedule this meeting; and if there are no issues with Waterford, he will bring this item back to the Board for further approval. Dr. Meyer also confirmed there are no current plans to replace Highland Hall.

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

4.4 Contracts and Purchases

4.4.1 Elevator Maintenance College-Wide

Trustee Ritter MOVED the Board of Trustees approve the use of KONE, Inc. for elevator maintenance services at a cost not to exceed \$80,864 through September 30, 2014. Trustee O’Sullivan seconded.

AYES: Bryant, Davis, Kelly, Kuhn, O’Sullivan, Ritter

NAYS: None Motion Carried

5 UNFINISHED BUSINESS - None

6 NEW BUSINESS

6.1 Board IT Committee

Trustee Kuhn MOVED for the Board Chair to appoint a committee to review implementation of Board Policy and Procedure 1.7.6 Board of Trustees Technology. Trustee Bryant seconded.

Trustee Kuhn suggested this committee could review the use of equipment and set their own rules for use and application with Board IT equipment. Trustee Bryant stated she hoped this would include Trustees using the iPads they received.

AYES: Bryant, Davis, Kelly, Kuhn, O’Sullivan, Ritter

NAYS: None Motion Carried

Chair Kelly appointed Trustees Kuhn, Ritter, and Sullivan to the committee.

6.2 Board Interaction

Trustee Ritter stated she feels the Board does not communicate with one another, and should be able to express their views. She suggested the Board consider roundtables to address topics of concern. She believes this will help the Board to educate themselves and bring them closer together.

Chair Kelly noted it is difficult to communicate on certain topics at regular Board meetings. He supports adding more workshops with the Board taking part in setting the agenda.

Trustee Kuhn suggested a workshop addressing the topic of Board goals and self-evaluation.

Chair Kelly said he will develop an agenda to address Board goals and circulate some potential dates for this workshop.

6.3 Audit Committee Membership

Trustee Ritter MOVED the Board of Trustees extend existing terms of all current Audit Committee members to December 31 of the respective year. Trustee Kuhn seconded.

AYES: Bryant, Davis, Kelly, Kuhn, O'Sullivan, Ritter

NAYS: None

Motion Carried

7 COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Trustees Davis, Ritter, and Bryant expressed their gratitude for George Cartsonis' time with OCC and stated he will be missed.

Trustee Bryant clarified her remarks from the June Board meeting regarding the math faculty. She said the Board never stated they are not doing a good job or are not working hard, nor did the Board ever mean to infer that. In fact, she clarified she complimented the math faculty for the fine showing of our students in the math competition.

Trustee Ritter referenced in George Boggs' report on October 16, 2012 he indicated recommendations for academic policies and procedures would be available in June 2013. Dr. Meyer replied the report Trustee Ritter referenced was one of the first reports completed and is posted on InfoMart.

7.2 Organizations and Associations

OCCFA President Mary Ann McGee voiced her concerns regarding the communication between faculty and administration, as well as faculty input on administrative decisions.

Nick Valenti, fine and performing arts faculty member at Orchard Ridge, voiced his concerns regarding the degrees and classes offered in the ceramics program, as well as staffing.

8 ADJOURNMENT

Trustee Bryant MOVED to adjourn the meeting, and Trustee O'Sullivan seconded.

AYES: Bryant, Davis, Kelly, Kuhn, O'Sullivan, Ritter

NAYS: None

Motion Carried

Chair Kelly adjourned the meeting at 9:55 p.m.

Cherie A. Foster

Date

Daniel J. Kelly, Chair

Pamala M. Davis, Secretary