



**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
June 16, 2015
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 Chair Sullivan.

1.2 Attendance

Present

Thomas Sullivan, Chair
Shirley Bryant, Vice Chair
Pamala Davis, Secretary
John McCulloch, Treasurer
Daniel Kelly, Trustee
Christine O'Sullivan, Trustee

Absent

Thomas Kuhn, Trustee

1.3 Approval of Agenda

Trustee Kelly MOVED to approve the agenda. Trustee Bryant seconded.

AYES: Bryant, Davis, Kelly, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

1.4 Approval of Board Minutes

1.4.1 Review of May 19, 2015 Regular Meeting Minutes

Trustee Davis MOVED to approve the May 19, 2015 Regular Meeting Minutes.
Trustee Bryant seconded.

AYES: Bryant, Davis, Kelly, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

1.4.2 Review of June 2, 2015 Special Meeting Minutes

Trustee Davis MOVED to approve the June 2, 2015 Special Meeting Minutes. Trustee O'Sullivan seconded.

AYES: Bryant, Davis, Kelly, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

1.5 Public Comments

Two individuals addressed the Board on topics including tuition, international students, and enrollment.

1.6 Academic Senate Report –

Academic Senate Chair Shawn Dry presented a 2014-15 Academic Year Work Summary of Senate activities and projects. Some of the projects included serving on the Educational Master Plan objective teams, facilitated faculty training in assessment and development of course outcomes and assessment plans, facilitated course and program revisions including new courses and a new certificate of completion, and oversaw program and discipline reviews. He also highlighted Senate plans for the 2015-16 academic year. Mr. Dry concluded by suggesting a conversation with the Board and members of the institution regarding shared governance.

1.7 Labor Organizations and Associations - None

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

Dr. Meyer noted OCC will participate in the Governor's press conference tomorrow to sign the state budgets, which includes \$15.6 million in skilled trades programs for community colleges. Also, \$4.5 million will be allocated to the Michigan Strategic Fund Community College Skilled Trade Equipment Fund. Also included in the final budget is language requested by the community colleges to create two taskforces: one to examine the performance funding formula and one to work toward block transfer of the associate's degree. This budget represents \$21.3 million more in spending on community colleges during fiscal year 2015-16 than the current year, which is a 6.3 percent total increase, with 1.4 percent going for college operations.

Dr. Meyer mentioned the OCC's 50th anniversary commercials featuring local celebrities that aired in May, early June, and will again in the fall. Not only do these ads build community awareness of OCC, but also help in recruiting and building partnerships.

Dr. Meyer reported on the May 30th commencement at the Palace. The total number of degrees and certificates awarded (including pending summer 2015) was 2,805. The total number of students who received degrees and certificates (including pending summer 2015) was 2,499. The estimated number of graduates who attended the ceremony was approximately 870.

There was a nice turn out at The Garden Party that took place on June 14th. The event organizers, Mr. Syd Ross and his wife Elizabeth, always host a nice event with a portion of the proceeds benefiting OCC's Culinary Studies Institute.

Dr. Meyer was pleased to announce Kelly Perez-Vergara, OCC Director of Academic Effectiveness, received the Crain's Twenty in their 20s award, and will be honored at their June 29th event. Runner up, Niles Heron, co-founder of the Michigan Funder, is also an OCC alumnus, which means OCC dominated ten percent of the nominees.

Lastly, Dr. Meyer showed a slide of a recruitment poster board displayed at Waterford Kettering High School. It noted the different colleges high school graduates plan to attend and how many will be attending specific schools. OCC by far dominated all the other colleges and universities as the college choice after high school graduation.

2.2 Staff Report – “The Future of Enrollment” – Marty Orłowski, Executive Director of Institutional Effectiveness, and Kelly Perez-Vergara, Director of Academic Effectiveness

Mr. Orłowski and Ms. Perez-Vegara addressed enrollment. They provided statistics from the FY 1995-96 through 2012-13. They noted a spike in headcount over 55,000 during 1995-96 and again slightly below 55,000 during 1999-2000 for non-credit initiatives. From FY 1995-96 through 1999-2000, credit hours ranged from slightly above 400,000 to slightly below 450,000. Though a slow rise began thereafter, a sharp jump took place from FY 2007-08 through 2011-12 of around 620,000 credit hours.

They provided a comparison of Macomb Community College and OCC. Macomb Community College credits increased by 14 percent from fiscal year 2005-06 to 2013-14. OCC during the same fiscal year period increased credits by 12 percent. Macomb Community College headcount declined 4 percent during fiscal years 2005 to 2013-14, while OCC's headcount during the same period increased by 6 percent.

Statistics also presented 51 percent of people 25 years or older in Oakland County have an Associate's degree or higher, while in Wayne County only 28 percent of the same group have an Associate's degree or higher. With over half the adult population in Oakland County having associate degrees, the chance of them returning to OCC for further education diminishes.

Ms. Perez-Vegara also pointed out the elementary school classes in Oakland County are becoming smaller in size, meaning less students to ultimately graduate from high school and continue on to college. Wayne County elementary classes are approximately a third

larger than Oakland County. There are now 38 post-secondary institutions in Oakland County compared to the 21 in 1980.

Mr. Orłowski said his department will be looking into an enrollment projections model including daytime and evening students. He also noted the F1 population is the most volatile under federal immigration policies. Mr. Orłowski continued we may need to offer more technical skills training in a shorter period of time; i.e., seven weeks or weekend offerings. Trustee McCulloch stated he would like to receive an update on this topic at the Board's August workshop.

2.3 Introduction of New Staff - None

3. ACADEMIC AND STUDENT AFFAIRS

3.1 Student Report – None

3.2 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 Bryant MOVED to approve the faculty recommendations. Trustee O'Sullivan seconded.

AYES: Bryant, Davis, Kelly, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

On behalf of the College and Board of Trustees, Chair Sullivan and Chancellor Meyer congratulated Berna Holmes for her 44 years as an administrative specialist at the Orchard Ridge Campus. Ms. Holmes expressed her appreciation for the time and opportunity to be a part of OCC.

4.2 Business and Finance – 2015-16 Final Budget

Trustee McCulloch MOVED the Board approve the Resolution for the General Appropriations Act for 2015-16 fiscal year. Trustee Davis seconded.

Vice Chancellor of Administrative Services Peter Provenzano noted no changes were made to the budget since the public hearing held on May 19th. He plans to return to the Board in six months with a budget update. Mr. Provenzano stated the Board tuition policy will be included in next year's budget.

A roll call vote was taken:

AYES: Bryant, Davis, Kelly, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

4.3 College Facilities Report - None

4.4 Information Technology Report - None

4.5 Contracts and Purchases

CONSENT CALENDAR – CONTRACTS AND PURCHASES

Items 4.5.1 to 4.5.4 listed below on the Consent Calendar – Contracts and Purchases were enacted by one motion. No separate discussions of these items were requested.

Trustee Bryant MOVED to approve items 4.5.1 to 4.5.4 on the Consent Calendar - Contracts and Purchases. Trustee Kelly seconded.

AYES: Bryant, Davis, Kelly, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

4.5.1 Bus Chartering Services Athletic Department

The Board of Trustees approved a one-year agreement with the option to extend for two additional 12-month periods with Trinity Transportation Group. The estimated cost for the service is \$74,892. [Depending on the number of trips and length of a post season, the actual cost could be greater, but is expected not to exceed \$80,000.]

4.5.2 Amatrol Mechatronics Trainers Auburn Hills Campus

The Board of Trustees approved the use of Amatrol equipment from Applied Technology Systems at a cost not to exceed \$86,140.

4.5.3 Dykema Gossett PLLC
College-Wide

The Board of Trustees approved the use of Dykema Gossett PLLC for a cost not to exceed \$100,000 for fiscal year ending June 30, 2015.

4.5.4 Interpreting Services
College-Wide

The Board of Trustees approved the use of Deaf & Hearing Impaired Services (DHIS) at an hourly rate of \$40/hr. not to exceed \$300,000 annually for a 24-month contract ending on June 30, 2017. The agreement also allows the College the option to extend the agreement for an additional 12 months at the same hourly rate if necessary.

END OF CONSENT CALENDAR – CONTRACTS AND PURCHASES

5. UNFINISHED BUSINESS

5.1 Revision of Board Policy 1.3.4 Treasurer (Second Reading)

Trustee Kelly MOVED to approve the second reading to revise policy 1.3.4 Treasurer. Trustee McCulloch seconded.

AYES: Bryant, Davis, Kelly, McCulloch, O’Sullivan, Sullivan

NAYS: None Motion Carried

5.2 Board of Trustees Financial Reserves and Designation of Funds Policy (Second Reading)

Trustee McCulloch MOVED to approve the second reading of the Board of Trustees Financial Reserves and Designation of Funds Policy. Trustee O’Sullivan seconded.

AYES: Bryant, Davis, Kelly, McCulloch, O’Sullivan, Sullivan

NAYS: None Motion Carried

5.3 Board of Trustees Investment Policy 3.10 (Second Reading)

Trustee Bryant MOVED to approve the second reading of the Board of Trustees Investment Policy 3.10. Trustee Kelly seconded.

Trustee Kelly confirmed the language of “Chancellor or the Chancellor’s designee” referred to the Vice Chancellor of Administrative Services. Dr. Meyer

confirmed the Chancellor would reassign the role in the event the Vice Chancellor position was vacant.

AYES: Bryant, Davis, Kelly, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

5.4 New Board Policy 2.6.4 – Sexual Misconduct Prohibition (Second Reading)

Trustee O'Sullivan MOVED to approve the second reading of the new Board Policy and Procedure 2.6.4 – Sexual Misconduct Prohibition. Trustee Bryant seconded.

AYES: Bryant, Davis, Kelly, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Passed

6. NEW BUSINESS

6.1 Board of Trustees MCCA Representative and Alternative Representative

Trustee Bryant MOVED the Board of Trustees elect Trustee McCulloch as representative to the MCCA Board of Directors. Trustee Davis seconded.

AYES: Bryant, Davis, Kelly, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

Chair Sullivan MOVED the Board of Trustees elect Trustee Bryant as alternate representative to the MCCA Board of Directors. Trustee Davis seconded.

AYES: Bryant, Davis, Kelly, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

7. BOARD MEMBER REPORTS AND COMMENTS

Trustee Bryant commented she thought OCC's graduation was an uplifting day, and thanked everyone involved for a nice job.

8. ADJOURNMENT

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

AYES: Bryant, Davis, Kelly, McCulloch, O'Sullivan, Sullivan

NAYS: None Motion Carried

Chair Sullivan adjourned the meeting at 8:07 p.m.

Cherie A. Foster

Date

Thomas P. Sullivan, Chair

Pamala M. Davis, Secretary