



OAKLAND  
COMMUNITY  
COLLEGE

**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
March 18, 2002  
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 by Chairperson Towar at 7:02 p.m., who welcomed all guests and staff members.

1.2 Attendance

Present

Jeanne Towar, Chairperson  
Judith Wiser, Vice Chairperson  
Sandra Ritter, Secretary  
Pamala Davis, Trustee  
Anne Scott, Trustee  
Janice Simmons, Trustee  
John Wangler, Trustee

1.3 Student Presentation

None

1.4 Review of Minutes

The minutes of the February 18, 2002, meeting were accepted without revision.

**2. CHANCELLOR'S REPORT**

## 2.1 Chancellor's Comments

- The Chancellor reported that Datatel registration is running smoothly. Initial reports indicate that enrollment figures are up from last year. The payroll system is also working well.
- The Business and Community Alliance meeting held last Monday, March 11, was well attended by both Board members and Alliance members. Featured speakers included State Representative Nancy Cassis, Dan Hunter of Oakland County, John Almstadt of Oakland County, and Dean Sharon Blackman. Their presentations offered Alliance members a toolbox for operating in challenging times.
- On March 13, six OCC students were honored at the Phi Theta Kappa All-Michigan Academic Awards Program and luncheon in Lansing. OCC had the largest contingency of students from the state.
- One new bidder replied to the College's RFP for an auditing firm. The Chancellor recommended that the Board continue with the appointment of the current auditor, Deloitte & Touche.
- Vice Chancellor Clarence Brantley will offer a staff report about the College's Debt Service Report as requested by the Board of Trustees.
- Three new staff members will be introduced this evening.
- Jana Stankova, AH Phi Theta Kappa Publications Officer, will offer a student update to the Board.
- Professor Chuck Neumann will provide an update of COMPASS.
- The Board will be asked to select a consultant who will review the Datatel project under new business.
- The Board will be asked to select one of the Washington, D.C., lobbying firms under new business.
- A motion will be entered to direct Anne Scott and the Chancellor to support the MCCA budget at its annual meeting in Kalamazoo.
- The Board will be asked to approve the Chancellor's goals for 2002-2003. The Chancellor noted that this is his last contract extension, and it would be appropriate for the Board to begin seeking a successor.

## 2.2 Staff Reports

Vice Chancellor Clarence Brantley discussed the Long Term Debt Report noting that four bonds represent the total debt of the College, an estimated \$17.5 million dollars.

Chairperson Towar requested a report which would provide an analysis of each debt category identifying whether or not it would be possible for the College to pay off debts with a higher interest rate, taking into consideration best practices.

Vice Chancellor Brantley indicated that the property west of the Auburn Hills campus is for sale. He asked the Board to consider whether or not they would want to purchase the property. Chairperson Towar asked that more information be sent to the Board regarding the College’s potential reasons for needing the property.

Scott Dangland of Dykema Gossett and John Jacobs of DKW Law Group represented their lobbying firms’ services they could provide for Oakland Community College in Washington D.C. The Board will be asked to select one of these firms under new business to provide lobbying services in Washington, D.C.

2.3 Introduction of New Staff

Marty Smydra, Royal Oak/Southfield Campus President, introduced Maxine Leist (HL) Nursing and Allied Health Manager. Clarence Brantley, Vice Chancellor of Administrative Services, introduced Terry McCauley (CW) Director of Public Safety and George Keith, Highland Lakes Campus President, introduced Teresa Garcia (HL) Nursing Faculty.

**3. COLLEGE RESOURCES**

3.1 Personnel Recommendations

Trustee Simmons MOVED to approve the Personnel Recommendations as submitted.

AYES: Towar, Wiser, Ritter, Davis, Scott, Simmons, Wangler

NAYS: None Mo

tion Carried

The recommendations for the administrative appointment of Andrew Hillberry (DO) Chief Information Officer; the classified/part-time appointment of Michelle Gonzalez (RO) IIC Paraprofessional; the classified part-time/temporary appointment of Kamal Sabnani (AH) Workforce Development Services Paraprofessional and the Faculty temporary appointment of Carol Hardaloupas (AH) ESL Teaching Faculty were approved.

### 3.2 Business and Finance

#### 3.2.1 Treasurer's Report

The Board reviewed the Treasurer's Report.

#### 3.2.2 General Fund Budget Status Report

The Board reviewed the General Fund Budget Status Report and discussed the general fund balance.

#### 3.2.3 Tax Levies & Collection of Taxes for 2002-03

Trustee Simmons MOVED and Trustee Davis SECONDED that a maximum annual rate of 1.6228 Mills (\$1.6228 per \$1,000), adjusted to conform to Const. 1963, art. 9, § 31, and section 24e of Public Act 206 of 1893 as amended, and to any legislation implementing said section of the Michigan Constitution, be levied for general operating purposes.

A roll call vote was taken.

AYES: Towar, Wiser, Ritter, Wangler, Simmons, Scott, Davis

NAYS: None Moti  
on Carried

Vice Chairperson Wiser MOVED and Trustee Wangler SECONDED to adopt the Resolution for the Collection of Taxes to be collected in the same manner and at the same time as the 2002 City or Township taxes; or in the same manner and at the same time

as school district or intermediate school district taxes are being collected by the City or Township.

A roll call vote was taken.

AYES: Towar, Wisner, Ritter, Wangler, Simmons, Scott, Davis

NAYS: None Motion Carried

3.3 College Facilities

3.3.1 Progress Report - Construction Projects

The Board reviewed the Progress Report – Construction Projects.

Chancellor Thompson noted that in April, the Board can expect a report on the 2002 reporting year.

Vice Chairperson Wisner requested a copy of the information listing naming opportunities for CREST.

3.4 Contracts and Purchases

**CONSENT AGENDA**

Items 3.4.1 – 3.4.6 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 considered as the last item before Adjournment.

Trustee Scott MOVED to approve items 3.4.1 – 3.4.6 under consent agenda.

AYES: Towar, Wisner, Ritter, Davis, Scott, Simmons, Wangler

NAYS: None Motion Carried

3.4.1 Printing of the 2002-2003 College Catalog

The Board of Trustees approved the contract for College catalog printing services from Phillips Brothers Printing, at a cost not to exceed \$59,011.

3.4.2 Capital Asset and Infrastructure Appraisal

The Board of Trustees approved the contract for capital asset and infrastructure appraisal and inventory services from R.A. Schettler Company at a cost not to exceed \$36,000.

3.4.3 Michigan ASSET/COMPASS Users Group Purchase

The Board of Trustees approved the group purchase of ASSET and COMPASS Scantron sheets from Delta College, at a cost not to exceed \$25,000.

3.4.4 Three-Dimensional Printer - Auburn Hills Campus

The Board of Trustees approved the purchase of the three dimensional printer from Engineering & Manufacturing Services, Inc., at a cost not to exceed \$82,500.

3.4.5 Milling Machine - Auburn Hills Campus

The Board of Trustees approved the purchase of two Emco Maier PC Mill 55 CNC Milling Machines (includes hardware computer, and computer peripherals items) from Howard and Smith, Inc., at a cost not to exceed \$36,000.

3.4.6 Computerized Numerical Controls Mill Package - Auburn Hills

Campus

The Board of Trustees approved the purchase of the CNC Milling Machine from MSC Machinery Sales, at a cost not to exceed \$27,895.

**END OF CONSENT AGENDA**

## CONSENT AGENDA

Items 3.4.7 – 3.4.12 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 considered as the last item before Adjournment.

Trustee Simmons **MOVED** to approve items 3.4.7 – 3.4.12 under consent agenda.

**AYES:** Towar, Wiser, Ritter, Davis, Scott, Simmons, Wangler

**NAYS:** None Mo  
tion Carried

### 3.4.7 Contract with TSD, Inc. - Workforce Development Services

The Board of Trustees approved a contract with TSD, Inc., at a cost not to exceed \$48,200 for training and materials delivered through February 15, 2003.

### 3.4.8 Contract with Quality Systems Group - Workforce Development Services

The Board of Trustees approved a contract with Quality Systems Group, at a cost not to exceed \$41,500 for training and materials delivered through December 31, 2002.

### 3.4.9 Contract with Emhart Fastening Technologies - Workforce Development Services

The Board of Trustees approved a contract with Emhart Fastening Technologies, at a cost not to exceed \$34,650 for training and materials delivered through January 30, 2003.

### 3.4.10 Contract with Global Technology Associates - Workforce Development Services

The Board of Trustees approved a contract with Global Technology Associates, at a cost not to exceed \$130,000 for technical training through November 30, 2002.

3.4.11 Contract with Jack Pine Consulting - Workforce Development Services

The Board of Trustees approved a contract with Jack Pine Consulting, at a cost not to exceed \$50,800 for training and materials delivered through January 30, 2003.

3.4.12 Contract with Pontiac Adult Education - Workforce Development Services

The Board of Trustees approved a contract with Pontiac Adult Education, at a cost not to exceed \$46,500 to deliver services under The Partnership for Adult Learning Program for October 1, 2001, through September 31, 2002.

**END OF CONSENT AGENDA**

**4. ACADEMIC AND STUDENT AFFAIRS**

4.1 Academic Senate Reports

Gerald Faye reported that the College Academic Senate has not met since the last Board meeting.

4.2 Student Reports

Jana Stankova, AH Phi Theta Kappa Publications Officer, reported on Phi Theta Kappa activities. She noted that they “adopted” a family which was very successful. A Valentine’s dance was held, but due to limited publication, the participation was low. She noted that they will promote future activities more carefully. A ceremony will be held Friday, March 22, 2002, for the induction of new members. Four students from Auburn Hills will attend the International Convention in Nashville to learn more about PTK activities. The chapter will also assist students visiting from Oaxaca, Mexico, later in the month.



### 4.3 Academic Initiatives

Chuck Neumann, Auburn Hills Campus Mathematics Faculty, presented information regarding COMPASS, the new system of math assessment. He distributed a copy of the Math Placement Report and the Math Department Practice Test to the Board. Mr. Neumann noted that all students are required to take COMPASS unless they meet exemption criteria. COMPASS was developed to assist students in selecting an appropriate math class. Students are able to take the test twice, and an appeals process has also been established. This fall, COMPASS will go live in Colleague. Testing is currently in progress.

Secretary Ritter noted that this could have implications for program review at the secondary level and suggested that the College offer recommendations to secondary schools based on data that will be collected.

## 5. OLD BUSINESS

Trustee Wangler distributed information to the Board of Trustees and requested clarification about the extra pay that was given to three administrators for their work in the Datatel project. He questioned if the Chancellor has the authority to approve extra pay. His understanding was that salary adjustments have to be approved by the Board of Trustees. The Chancellor noted that extra pay was given for interim assignments, not salary adjustments, and the Chancellor is able to approve extra pay as noted in the employee handbook.

Trustee Wangler referred to the Chancellor's memo to the Board dated January 25, 2002. Trustee Wangler expressed his dissatisfaction with the Chancellor's comment about the classified staff in the memo and asked the Chancellor to explain his rhetoric. The Chancellor told Trustee Wangler that his point was well taken.

## 6. NEW BUSINESS

### 6.1 2002 – 2003 Schedule of Regular Board Meetings and Conferences

Trustee Scott MOVED that the Board of Trustees approve the 2002-2003 Schedule of Regular Board Meetings and Conference dates, approve the

attendance of Board members at the conferences noted and authorize related travel expenses.

AYES: Towar, Wisser, Ritter, Davis, Scott, Simmons, Wangler

NAYS: None Motion Carried

Trustee Scott MOVED that the Board of Trustees direct its representatives to the Michigan Community College Association (MCCA) to endorse the MCCA 2002-2003 annual budget as it is to be presented at the MCCA meeting in Kalamazoo on April 5 and 6, 2002.

AYES: Towar, Wisser, Davis, Scott, Simmons, Wangler

NAYS: Ritter Motion Carried

Trustee Scott MOVED that the Board of Trustees select the firm of Dykema Gossett to represent Oakland Community College's interests in Washington D.C.

AYES: Towar, Ritter, Davis, Scott, Wangler

NAYS: Simmons

ABSTAIN: Wisser Motion Carried

Trustee Simmons MOVED that the Board of Trustees select the firm of KPMG to review the Datatel software installation, costs and procedures and that a complete report be provided to the Board at its April meeting per the terms and provisions of the letter of engagement as presented.

AYES: Towar, Wisser, Ritter, Davis, Scott, Simmons, Wangler

NAYS: None Motion Carried

The Chancellor submitted his goals for 2002-2003, and the Board of Trustees discussed them.

Trustee Ritter MOVED that the Board of Trustees accept the goals for Chancellor Thompson as stated unless revised by the Board.

Vice Chairperson Wiser MOVED to table the motion that the Board of Trustees accept the goals for Chancellor Thompson as stated unless revised by the Board of Trustees.

AYES: Towar, Wiser, Davis, Scott, Simmons, Wangler

NAYS: Ritter M

otion Carried

Chairperson Towar distributed a report on the role of the outgoing Chancellor that she had received at ACCT.

Trustee Simmons requested that the Board of Trustees hold a special meeting to begin planning strategies for the next Chancellor search process.

Trustee Ritter expressed her dissatisfaction about receiving the *Annual Budget Report ending 02/28/02 and Account availability Report ending 02/28/02*. Trustee Simmons requested that if such information is to be printed in the future, the College staff call the Board to ask if they wish to be mailed a copy.

## 7. COMMUNITY COMMENTS

### 7.1 Board Member Reports and Comments

Jeanne Towar noted that she previously distributed her report from the ACCT convention.

### 7.2 Labor Organizations and Associations

Debbie Schmidt, President of the Classified Union, indicated that she resents the comments the Chancellor made about the Classified Union.

7.3 Public Comments/Petitions

None.

**8. ADJOURNMENT**

Chairperson Towar adjourned the meeting at 9:27 p.m.

Respectfully Submitted,

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Pamela Kramer

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Date

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Jeanne Towar, Chairperson

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Sandra Ritter, Secretary