



BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
July 21, 2003
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 Simmons at 7:03 p.m., who welcomed all guests and staff members.

1.2 Attendance

Present

Janice Simmons, Chairperson
John Wangler, Vice Chairperson
Anne Scott, Secretary
Phillip Abraham, Trustee
Judith Wisner, Trustee

Absent

Pamala Davis, Trustee
Sandra Ritter, Trustee

1.3 Student Presentation

None

1.4 Review of Minutes

1.4.1 The minutes of the June 16, 2003, Board of Trustees' regular meeting were approved as presented.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

Interim Chancellor Clarence Brantley reported on the following:

- The remodeling of the Board Room is nearly complete. New furniture was purchased; the sound system and electronics were upgraded; and the room was painted.
- There was a 10.9% increase in student credit hours over last year but a decrease in headcount for the current semester indicating that fewer students are taking more classes.
- 1,314 students registered for classes online for the Fall 2003 semester using Web Advisor.
- Approximately 200 Pontiac School students in grades 7 and 8 are enrolled in the Summer Enrichment Program at the Auburn Hills Campus.
- Seventh and Eighth graders from the Pontiac Schools are attending the Young Girls in Technology Program at the Auburn Hills Campus.
- The Royal Oak and Highland Lakes Campuses are hosting a Nursing Health Academy where high school juniors and seniors work with a health advisor from either William Beaumont Hospital, Providence Hospital or Pontiac Osteopathic Hospital.
- Tonight's Construction Projects Progress Report indicates a positive cost savings of \$3.8 million to date on Board approved construction projects.
- OCC will sustain a 6.7% reduction in state aid from the previous year.
- OCC's Golf for Scholarships event is scheduled for Friday, August 8, 2003.

2.2 Staff Reports

None

2.3 Introduction of New Staff

- President Sharon Blackman, introduced Donna Heath, Auburn Hills Campus Childcare Assistant.
- Gheretta Harris, Director of Purchasing and Auxiliary Services, introduced two new buyers, Pamela Ryals and Janet Whitfield.
- Dean Steven Reif introduced Darlene Johnson-Bignotti, Royal Oak/Southfield Campus Librarian.

3. COLLEGE RESOURCES

3.1 Personnel Recommendations

Secretary Scott MOVED to approve the Personnel Recommendations as submitted. Vice Chairperson Wangler offered a friendly amendment to have the Interim Dean of Academic & Student Services position removed from the Personnel Recommendations for discussion purposes.

AYES: Simmons, Wangler, Scott, Abraham, Wiser

NAYS: None

ABSENT: Davis, Ritter Motion Carried

Vice Chairperson John Wangler MOVED to approve a 6 month appointment for the Dean of Academic and Student Services position effective August 4, 2003.

AYES: Simmons, Wangler, Abraham, Wiser

NAYS: Scott

ABSENT: Davis, Ritter Motion Carried

The Board approved the following personnel recommendations: a sabbatical leave for Alan Jackson (OR), CIS faculty member for Winter 2004. The Board rescinded the recommendation of sabbatical leave for Summer I 2003 for Henry Austin (HL), CIS faculty member. The Board approved the faculty appointment of Shawn Dry (AH) Social and Behavioral Sciences; the faculty transfer of Sandra Abernathy BIS faculty RO (from BIS faculty AH); the administrative non-exempt appointment of Philip Hale (AH) Dean of Applied Technologies; the administrative non-exempt temporary 6 month appointment of Thomas Boozer (AH); the management staff – non-exempt temporary appointment of Dale Rohrbach (OR) Interim PASS Coordinator; the classified transfer of Michelle Jerome (AH) Accounting Specialist (from Accounting Specialist, DO) and Kimberly Okamura (SF) Health Professions & Technologies Secretary (from Secretary, RO); the classified transfer/promotion of Judith Julite (HL) Counseling Student Services Specialist (from Secretary, OR); Beth Post (OR) Individualized Instruction Center Paraprofessional (from Student Services Specialist, OR); and Lynne Wiatr (OR) Business Administration Paraprofessional (from Secretary II, OR); the classified part-time transfer of Patricia McKellar (RO) Learning Resources Technician (from Learning Resources Technician, OR); the classified appointment of William Konkolesky (RO) Individualized Instruction Center Paraprofessional; and Robert Wilson (AH) Applied & Engineering Technologies Paraprofessional; the maintenance reinstatement of Delois Whitelaw (AH) Building Custodian; the maintenance appointment of Wayne Seals (AH) Building Custodian; the separations of Judith Carter (OR) Humanities Secretary; Jane Ditri (HL) Nursing faculty; Heather Engel (AH) Child Care Assistant (part-time); Mark Gordon (CW) Public Safety Sergeant; Douglas Mace (OR) Math Teaching Faculty; Lillian Pantone (AH) Building Custodian and Linda Sam (AH) IIC Faculty.

3.2 Business and Finance

3.2.1 Treasurer's Report

The Board of Trustees reviewed the Treasurer's Report.

3.2.2 General Fund Budget Status Report

The Board of Trustees reviewed the General Fund Budget Status Report.

3.2.3 Permanent Easement Assignment

Dedicate Easement of New Traffic Signals at the Intersection of Hickory Grove and Opdyke Roads

District Office

Vice Chairperson Wangler MOVED to approve the assignment of the property easements to the Oakland County Road Commission, and authorize the administration to execute and deliver documents and agreements as necessary.

AYES: Simmons, Wangler, Scott, Abraham, Wiser

NAYS: None

ABSENT: Davis, Ritter Motion Carried

3.3 College Facilities

3.3.1 College-Wide Deferred Maintenance Project

Parking Lots – Security Upgrades

College-Wide

OCC Project No. PF-CW-03-002

Vice Chairperson Wangler MOVED to grant authority to the George W. Auch Company for the project expenditure authorization of the following work:

<u>Project Name</u>	<u>Project Cost</u>
Parking Lots – Security Upgrades	\$39,961

College Wide

OCC Project No. PF-CW03-002

AYES: Simmons, Wangler, Scott, Abraham, Wiser

NAYS: None

ABSENT: Davis, Ritter Motion Carried

3.3.2 Progress report - Construction Projects

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

3.4 Contracts and Purchases

CONSENT AGENDA – CONTRACTS AND PURCHASES

Items 3.4.1 – 3.4.3 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.

Secretary Scott **MOVED** to approve items 3.4.1 – 3.4.3 under consent agenda – contracts and purchases.

AYES: Simmons, Wangler, Scott, Abraham, Wisner

NAYS: None

ABSENT: Davis, Ritter Motion Carried

3.4.1 Contract with S.T.E.P.S. Inc.
Workforce Development Services

The Board of Trustees approved a contract with S.T.E.P.S Inc., at a cost not to exceed \$30,000 for facilitator training and services delivered through June 30, 2004.

3.4.2 Contract with Primedia Workplace Learning
Workforce Development Services

The Board of Trustees approved a contract with Primedia Workplace Learning, at a total cost not to exceed \$40,000 for training equipment and supplies delivered through May 30, 2004.

3.4.3 Contract with Lake Orion Community Schools
Workforce Development Services

The Board of Trustees approved a contract modification with Lake Orion Community Schools to increase the contract in the amount of \$40,000, to deliver services under the master contract with Oakland County Michigan Works! Agency for program year 2003.

END OF CONSENT AGENDA – CONTRACT AND PURCHASES

4. ACADEMIC AND STUDENT AFFAIRS

4.1 Academic Senate Reports

None

4.2 Student Reports

None

4.3 Academic Initiatives

None

5. OLD BUSINESS

None

6. NEW BUSINESS

6.1 Discussion of Attorneys at Board of Trustee Meetings

Trustee Wisner, in cooperation with Secretary Scott, recommended that attorneys be asked to arrive at a time designated by College Administration when required to attend Board of Trustees' meetings.

6.2 Revision to Board Policy 1.5.2, Order of Business

Secretary Scott MOVED to approve lodging the recommended revision to Board Policy 1.5.2, Order of Business noting the two changes to the order of the agenda. Public Comments/Petitions moves to section 1.3 and Student Presentations moves to section 1.4.

AYES: Simmons, Wangler, Scott, Abraham, Wisner

NAYS: None

ABSENT: Davis, Ritter Motion Carried

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Chairperson Simmons thanked the College for allowing her to attend the recent ACCT Convention in San Francisco. She reported that the trustees were involved in the meetings and the topics covered were informative and educational.

Vice Chairperson Wangler noted that the topic, Identifying the Role of Board members, was covered at the recent MCCA Summer Workshop.

Trustee Wisner mentioned she met Dr. Spangler while at the MCCA Conference on Mackinac Island. She noted that Dr. Spangler is wonderful and delightful remarking that she will be a wonderful asset to the College.

Secretary Scott noted that it is wonderful to have other presidents mention what a great choice OCC made by hiring Dr. Mary Spangler.

Vice Chairperson Wangler recommended the Board meet for dinner prior to Dr. Spangler's arrival to set priorities, to solidify strengths, and to get things off to a good start for OCC's new chancellor. Board members will check their calendars for a date and then poll members who are not present at tonight's meeting.

Vice Chairman Wangler and Secretary Scott will form a subcommittee to formulate the evaluation process for the new chancellor. Trustee Abraham agreed to serve on the committee, if necessary.

7.2 Labor Organizations and Associations

None

7.3 Public Comments/Petitions

None

Chairperson Simmons adjourned the meeting at 7:50 p.m.

Respectfully submitted,

Patricia J. Funtik

Date

Janice Simmons, Chairperson

Anne V. Scott, Secretary