



**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
MARCH 21, 2005  
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 Chairperson Wangler, who welcomed all guests and staff members.

1.2 Attendance

Present

John Wangler, Chairperson  
Anne Scott, Vice Chairperson  
Pamala Davis, Trustee  
Thomas Kuhn, Trustee  
Sandra Ritter, Trustee  
Janice Simmons, Trustee

Absent

Phillip Abraham, Secretary

1.3 Public Comments/Petitions

None

1.4 Student Presentation

None

1.5 Review of Minutes

1.5.1 The minutes of the February 21, 2005, Regular Board meeting were approved as submitted.

**2. CHANCELLOR'S REPORT**

2.1 Chancellor's Comments

The Chancellor made the following comments:

- Three OCC Phi Theta Kappa members, Liliana Barska, Katie Kuchlbauer and Sarah Smarch were nominated March 8 to both the 2005 All-Michigan Academic Team and the All-USA Academic Team. Gordon May, Michelle Cassanova and the Chancellor celebrated their accomplishments at the annual lunch in Lansing.
- William Emerson, CEO of Quicken Loans and Rock Financial, will be OCC's 2005 commencement speaker.
- The Strategic Plan is now entering its second phase with 68 new volunteers and six new task forces. Orientation sessions for the new teams were conducted last week at the Auburn Hills Campus. Recommendations from the 2004 task forces are coming forward for review.
- The Chancellor recently met with Pontiac Schools Superintendent Mildred Mason to discuss possible partnership opportunities.
- Twelve exchange students and their teacher arrived from Oaxaca. They will be attending special classes on Tuesdays and Thursdays through April 14. A reception for the group will be held on April 15 at the Auburn Hills Campus.
- One hundred seventy-five students, faculty, and staff attended the Detroit Pistons/Utah Jazz basketball game at the Palace of Auburn Hills on March 13. This was a Highland Lakes Campus Student Life activity.
- Groundbreaking for the Levinson Hall addition at Highland Lakes is scheduled for April 1.
- More than 100 high school students from Oakland County participated in the 14<sup>th</sup> annual Computer Aided Design (CAD) Contest on March 11 at the Auburn Hills Campus.
- A large number of OCC students participated in the March 11-12 Student Optimists National Conference.
- Vice Chancellor Clarence Brantley will present the revised 2004-2005 budget.
- One new staff member will be introduced.
- There will no closed session this evening.

## 2.2 Staff Reports

- Vice Chancellor Clarence Brantley reported on the 2004-2005 Revised Budget noting that cuts in state appropriations to community colleges are not likely to be as great as previously anticipated, and that OCC's tuition and fee income will exceed projections. The 2004-2005 budget was increased to \$140 million to reflect these modifications.

## 2.3 Introduction of New Staff

- Vice Chancellor Clarence Brantley introduced Richard Dunn, Public Safety Officer, Highland Lakes Campus.

### 3. COLLEGE RESOURCES

#### 3.1 Personnel Recommendations

Vice Chairperson Anne Scott MOVED to approve the revised personnel recommendations.

AYES: Wangler, Scott, Davis, Kuhn, Simmons

NAYS: Ritter Motion Carried

The Board of Trustees approved the following personnel recommendations: the faculty transfer of Jennifer Craft (AH), English as a Second Language Teaching Faculty; the classified appointments of Joanne Bouren (SF), Nursing and Health Professions & Technologies Secretary, and Ana Negovani (DO), Financial Services Accounting Specialist; the classified promotion of Deborah French (SF), Nursing and Health Professions & Technologies Administrative Specialist, and Tonisha Scott (AH), Enrollment Services Student Services Specialist, and the transfer of Lina Gerchak (OR), Purchasing & Auxiliary Services Bookstore Assistant; the maintenance appointment of Roberta Board (DO), Buildings and Grounds Building Custodian; the retirement of Gail Langer (RO), Mathematics Teaching Faculty, the retirement of Patricia Lucas (AH) Enrollment Services Student Services Specialist, the retirement of Sandra Sutherland (RO), English Teaching Faculty, and the resignation of Paul Wayrynen (AH), Applied Technologies Paraprofessional.

#### 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 Tax Levy of Operating Millage and Collection of Taxes for 2005-06

Trustee Pamala Davis MOVED that each of the following two (2) Resolutions be acted upon individually. Trustee Janice Simmons seconded the motion.

AYES: Wangler, Scott, Davis, Kuhn, Simmons

NAYS: Ritter Motion Carried

Resolution for Levy of Operating Millage

1. Recommend that a maximum annual rate of 1.5889 Mills (\$1.5889 per \$1,000), adjusted to conform to Michigan Constitution 1963, Article 9, §31, 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.

AYES: Wangler, Scott, Davis, Kuhn, Simmons

NAYS: Ritter Motion Carried

Resolution for Collection of Taxes

2. Recommend adoption of the Resolution for the Collection of Taxes to be collected in the same manner and at the same time as the 2005 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.

AYES: Wangler, Scott, Davis, Kuhn, Simmons

NAYS: Ritter Motion Carried

3.2.4 Revised 2004-05 General Fund Budget

Trustee Janice Simmons MOVED to approve the Revised 2004-05 General Fund Budget. Trustee Thomas Kuhn seconded the motion.

AYES: Wangler, Scott, Davis, Kuhn, Ritter, Simmons

NAYS: None Motion Carried

3.3 College Facilities

**CONSENT AGENDA – MAINTENANCE PROJECTS**

Items 3.3.1 – 3.3.4 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 voted on separately.

Trustee Janice Simmons MOVED to approve items 3.3.1 – 3.3.4 on the Consent Agenda – Maintenance Projects. Trustee Anne Scott seconded the motion.

Action item 3.3.1, Exterior Structural Repairs – Building D, Auburn Hills Campus, and action item 3.3.4, Site Lighting Improvements – Campus-Wide, Orchard Ridge Campus, were removed from the consent agenda at Trustee Thomas Kuhn’s request.

Trustee Janice Simmons MOVED to approve action items 3.3.2 and 3.3.3 as consent agenda items.

AYES: Scott, Davis, Kuhn, Ritter, Simmons

NAYS: None

ABSTAIN: Wangler Motion Carried

- 3.3.2 College-Wide Deferred Maintenance Project  
Salt Storage Facility  
Highland Lakes Campus  
OCC Project No. PF-HL05-005

The Board of Trustees granted authority to the College’s Construction Manager, George W. Auch Company, for the purpose of entering into a construction contract for the following project:

<u>Project Name</u>	<u>Project Cost</u>
Salt Storage Facility	\$144,800
Highland Lakes Campus	
OCC Project No. PF-HL05-005	

- 3.3.3 College-Wide Deferred Maintenance Project  
Exterior Foundation Waterproofing  
Building E, F, G, and L  
Orchard Ridge Campus  
OCC Project No. PF-OR05-007

The Board of Trustees granted authority to the College’s Construction Manager, George W. Auch Company, for the purpose of entering into a construction contract for the following project:

<u>Project Name</u>	<u>Project Cost</u>
Exterior Foundation Waterproofing	\$291,500
Buildings E, F, G, and L	
Orchard Ridge Campus	
OCC Project No. PF-OR05-007	

**END OF CONSENT AGENDA – MAINTENANCE PROJECTS**

3.3.1 College-Wide Deferred Maintenance Project  
Exterior Structural Repairs – Building D  
Auburn Hills Campus  
OCC Project No. PF-AH05-008

George W. Auch Company representative, Mr. Steve Baldwin, noted in reference to action item 3.3.1, that exterior structural repairs to Building D at the Auburn Hills Campus will be completed over the summer and will have no impact on campus activities.

Trustee Janice Simmons MOVED to grant authority to the College's Construction Manager, George W. Auch Company for the purpose of entering into a construction contract for the following project:

<u>Project Name</u>	<u>Project Cost</u>
Exterior Structural Repairs – Building D Auburn Hills Campus OCC Project No. PF-AH05-008	\$133,700

AYES: Scott, Davis, Ritter, Simmons

NAYS: Kuhn

ABSTAIN: Wangler Motion Carried

3.3.4 College-Wide Deferred Maintenance Project  
Site Lighting Improvements – Campus Wide  
Orchard Ridge Campus  
OCC Project No. PF-OR04-022

George W. Auch Company representative, Mr. Steve Baldwin, noted in reference to action item 3.3.4, that the site lighting improvements project will be bid in May with construction scheduled to begin during the summer.

There will be no immediate impact on campus activities and the work will be completed in phases. The bulk of the work is underground in the conduits and wiring; the bases of the light posts are sinking below ground causing them to flood. Mr. Brantley noted that it will be necessary for the College to seek approval for this project from the legislature's Capital Outlay Committee in Lansing.

Trustee Janice Simmons MOVED to grant authority to the College's Construction Manager, George W. Auch Company, for the purpose of entering into a construction contract for the following project:

<u>Project Name</u>	<u>Project Cost</u>
Site Lighting Improvements – Campus Wide Orchard Ridge Campus OCC Project No. PF-OR04-022	\$1, 689, 500

AYES: Scott, Davis, Ritter, Simmons

NAYS: Kuhn

ABSTAIN: Wangler Motion Carried

### 3.3.5 Progress Report – Construction Projects

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

### 3.4 Contracts and Purchases

### 3.5

## **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 voted on separately.

Trustee Janice Simmons MOVED to approve items 3.4.1 – 3.4.3 on the consent agenda – contracts and purchases. Trustee Thomas Kuhn seconded the motion.

AYES: Scott, Davis, Kuhn, Simmons

NAYS: Ritter

ABSTAIN: Wangler Motion Carried

### 3.4.1 Managed Copier Program College-Wide

The Board of Trustees approved a three year agreement with Albin for copiers, service and supplies at an annual cost not to exceed \$272,980.

### 3.4.2 Printing of the 2005-2006 College Catalog College-Wide

The Board of Trustees approved the use of printing services from Von Hoffman

Graphics, for up to 50,000 college catalogs, at a cost not to exceed \$54,891.00.

3.4.3 Carpet Replacement  
Orchard Ridge Campus

The Board of Trustees approved the purchase and installation of carpet from NBS at an estimated cost of \$42,620.

**END OF CONSENT AGENDA – CONTRACTS AND PURCHASES**

3.4.4 Contract with DP Technology  
Workforce Development Services

Trustee Janice Simmons MOVED and Vice Chairperson Anne Scott seconded to approve a contract with DP Technology, at a cost not to exceed \$26,000 for training delivered through December 30, 2005.

AYES: Scott, Davis, Ritter, Simmons

NAYS: Kuhn

ABSTAIN: Wangler Motion Carried

3.4.5 Contract with M&J, d.b.a.,  
New Horizons Computer Learning  
Workforce Development Services

Trustee Janice Simmons MOVED and Vice Chairperson Anne Scott seconded to approve a modification of the contract with New Horizons for an additional cost not to exceed \$75,000 for Microsoft training through July 31, 2005.

AYES: Scott, Davis, Ritter, Simmons

NAYS: Kuhn

ABSTAIN: Wangler Motion Carried

**4. ACADEMIC AND STUDENT AFFAIRS**

4.1 Academic Senate Reports

No report

4.2 Student Reports



Kevin Crumpley of the Auburn Hills Phi Theta Kappa chapter provided an overview of the group's activities during the last year. The chapter earned the organization's five-star rating and raised a considerable amount for charity, including \$3,000 for the American Cancer Society. The group will send five representatives to the annual International Convention in Dallas, Texas, April 14 – 16 where Orchard Ridge Campus President Edward Callaghan will receive an award.

Trustees Ritter and Davis asked to travel to the PTK Conference in Dallas. The Board took no action on their request.

#### 4.3 Academic Initiatives

Vice Chancellor George Keith distributed a handout on the Enrollment Management Task Force, which he will co-chair with Royal Oak Faculty member, Michael Vollbach. The task force will study the recruitment, retention, and completion issues of students; review the status of current curriculum and programming; develop plans for new programs and services; and develop a plan for sunseting programs.

### 5. OLD BUSINESS

#### 5.1 Audit Subcommittee Report on Sarbanes Oxley

The Audit Subcommittee Report on Sarbanes Oxley was postponed until the April 18 Board meeting.

#### 5.2 Executive Contract Subcommittee Report on Executive Contracts

Subcommittee Chairperson, Janice Simmons, asked to have the committee reconvene and asked the trustees to provide suggestions to her within one week's time.

### 6. NEW BUSINESS

#### 6.1 2005-2006 Schedule of Regular Board Meetings and Conferences

Trustee Janice Simmons MOVED and Trustee Thomas Kuhn seconded the approval of the 2005-2006 schedule of regular board meetings and conference dates, approval of the attendance of Board members at the conferences noted and authorize related travel expenses.

AYES: Wangler, Scott, Davis, Kuhn, Ritter, Simmons

NAYS: None

Motion Carried

**7. COMMUNITY COMMENTS**

7.1 Board Member Reports and Comments

Anne Scott announced that OCC's 40<sup>th</sup> anniversary celebration on May 5 will be held at the Marriott Centerpoint in Pontiac. She also mentioned that the annual Golf Outing will be held at Pine Knob in Clarkston on August 12.

7.2 Labor Organizations and Associations

None

**8. ADJOURNMENT**

Chairperson John Wangler adjourned the meeting at 8:25 p.m.

Respectfully submitted,

---

Patricia J. Funtik

---

Date

---

John Wangler, Chairperson

---

Phillip Abraham, Secretary