



OAKLAND
COMMUNITY
COLLEGE

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
July 16, 2007
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 p.m. by Chairperson Davis who welcomed all guests and staff.

1.2 Attendance

Present

Pamala Davis, Chairperson

Sandra Ritter, Vice Chairperson

Anne Scott, Secretary

Phillip Abraham, Trustee

Dale Cunningham, Trustee

Thomas Kuhn, Trustee

Anna Zimmerman, Trustee

Trustee Abraham MOVED to add the item "Board Officers" under New Business and Trustee Cunningham seconded.

AYES: Abraham, Cunningham, Kuhn, Zimmerman

NAYS: Davis, Ritter, Scott

1.3 Public Comments/Petitions

None

1.4 Student Presentation

None

1.5 Review of Minutes

1.5.1 Review of Minutes 6/11/2007 Special Board Meeting

The Board of Trustees reviewed the Minutes of the June 11, 2007 Special Board meeting.

1.5.2 Review of Minutes 6/18/2007 Regular Board Meeting

The Board of Trustees reviewed the minutes of the June 18, 2007 Regular Board meeting.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

Interim Chancellor Brantley made the following comments:

- The College community is saddened by the death of Thomas Kress, Counselor at the Royal Oak/Southfield Campus.
- The STEPS (Science Technology Engineering Preview) Program at the Auburn Hills Campus had 23 participants from 16 different high schools. Participants were introduced to non-traditional careers for women and had the opportunity to discuss careers with engineers, executives and business owners.
- Two new student orientation sessions at the Auburn Hills Campus drew 157 parents and 256 students.
- Auburn Hills Campus President Dolly was nominated to serve on the AACC Commission on Research, Technology and Emerging Trends for a three-year term.
- Two hundred twenty-seven students will begin the nursing program this fall. An additional 40 are enrolled in the transitional practical nursing program.
- The Levinson Hall Health Wing, located at the Highland Lakes Campus, received an honorable mention at the Education Designers' Showcase.
- The Culinary Studies Institute at the Orchard Ridge Campus hosted the Michigan *Chefs de Cuisine* Apprentice Program dinner and graduation celebration on June 19th.
- The Alpha Omicron Xi chapter of Phi Theta Kappa along with community members worked with faculty from the Biology Department to restore the nature trails at the Orchard Ridge Campus on June 16, 30 and July 14.
- The Orchard Ridge Campus hosted the fourth annual SUCCESS program for 9th graders from Farmington Schools. This innovative summer program in career and college success is co-taught by instructors from Farmington schools and counseling faculty at OCC.
- Royal Oak and Auburn Hills hosted a six-session Transition program for people interested in attending college.
- The Information Technology Department has instituted a new registration status program which displays up to the minute registration information.
- Please note the following changes to the personnel recommendations:
Page 1. Julie Seiler's name added; page 1. Culinary Studies Institute Teaching Faculty removed; page 2. Thomas Dennis added; page 8. Thomas Kress added.
- A very brief update on the Southfield Campus air handler study will be presented.

2.2 Staff Reports

Executive Director of Marketing Adams and Royal Oak/Southfield Campus President Reif presented a brief update on the Southfield Campus air handler study noting that the current system is reaching the end of its useful life and needs to be replaced. They offered several options including closing the campus for up to six months to complete the work; constructing a small mechanical equipment addition to house HVAC air handler; constructing an addition to the building to solve the HVAC mechanical equipment replacement and other issues on the campus. Tonight's agenda includes an action item asking the Board to approve funding to continue to explore and develop the options.

2.3 Introduction of New Staff

Auburn Hills Campus President Dolly introduced new employee Tang Quach, robotics paraprofessional.
Royal Oak/Southfield Campus President Reif introduced new philosophy instructor Aletia Droba.

3. ACADEMIC AND STUDENT AFFAIRS

3.1 Academic Senate Reports

No report.

3.2 Student Reports

No report.

3.3 Academic Initiatives

None

4. COLLEGE RESOURCES

4.1 Personnel Recommendations

Trustee Ritter MOVED to approve the personnel recommendations and Trustee Cunningham seconded.

AYES: Davis, Ritter, Scott, Abraham, Cunningham, Kuhn, Zimmerman

NAYS: None Motion Carried

The Board of Trustees approved the following personnel recommendations: the full-time faculty appointments of Wendy Conway (HL), Mathematics teaching faculty, Emily McAllister (HL), Mathematics teaching faculty, Julie Seiler (OR), Economics teaching faculty, and Richard Lamb (RO/SF), Science teaching faculty; the temporary appointment of Thomas Dennis (OR), Music teaching faculty; the appointment of administrative staff – non-exempt staff Cynthia Tanner (DO), Foundation Director, the appointment of classified – part-time staff Karen Benner (RO/SF), Humanities/Photography

paraprofessional and Patricia McMinn (RO/SF), Faculty Office secretary; the appointment of classified-full time staff Sandra Happel (OR), Art paraprofessional and Jesse Mason (OR), Physical Sciences paraprofessional; the status change and transfer of classified-full-time staff Tammy Roy (AH), Technology/Tech Prep Federal/State Program Assistant from Placement Co-op Office Assistant, Placement Services (AH); the transfer of classified – full-time staff Muriel Gray (OR), Culinary Arts secretary from Faculty Office secretary (RO); the appointment of full-time Maintenance staff Ronald Meyer (HL), Facilities Technician; the resignation of Betty Ann Parrish (AH), Enrollment Services Administrative Specialist and the death of Thomas Kress (RO), Counseling faculty (non teaching).

4.2 Business and Finance

4.2.1 Treasurer's Report

The Board of Trustees reviewed the Treasurer's Report.

4.2.2 General Fund Budget Status Report

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

4.2.3 Investment Policy

Trustee Ritter MOVED and Trustee Zimmerman seconded that the Board of Trustees approve the recommended addition to Board Policy 3.10, Investment Policy, as presented at the June 18, 2007, Board of Trustees meeting.

AYES: Davis, Ritter, Scott, Abraham, Cunningham, Kuhn, Zimmerman

NAYS: None Motion Carried

4.3 College Facilities

4.3.1 College-Wide Deferred Maintenance Project

Air Handler Replacement Study

Southfield Campus

OCC Project No. PF-SF06-003

Trustee Scott MOVED and Trustee Zimmerman seconded to grant authority to the College's Construction Manager, George W. Auch Company, for the purpose of entering into a contract for further preconstruction services (architectural/engineering scope and schematic design development and project construct cost estimating) for the following project:

<u>Project Name</u>		<u>Project Cost</u>
Air Handler Replacement Study	<i>Previously approved</i>	\$ 50,000
Southfield Campus	<i>Proposed increase</i>	<u>100,000</u>
OCC Project No. PF-SF06-003	<i>Revised cost</i>	\$ 150,000

AYES: Davis, Ritter, Scott, Abraham, Cunningham, Kuhn, Zimmerman

NAYS: None Motion Carried

4.3.2 Progress Report – Construction Projects

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

4.4 Contracts and Purchases

CONSENT AGENDA – CONTRACTS AND PURCHASES

Items 4.4.1 – 4.4.2 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 Scott MOVED and Trustee Zimmerman seconded approval of Items 4.3.1 and 4.3.2 on the Consent Agenda – Maintenance Projects.

AYES: Davis, Ritter, Scott, Abraham, Cunningham, Kuhn, Zimmerman

NAYS: None Motion Carried

4.4.1 Desktop Computer Equipment
College-Wide

The Board of Trustees approved the purchase of desktop computer equipment and peripherals from Dell Computer Corporation, at a cost not to exceed \$1,245,000 for the 2007-08 fiscal year.

4.4.2 Servers and Laptops
College-Wide

The Board of Trustees approved the purchase of servers and laptops from Dell, at a cost not to exceed \$355,770 for the 2007-2008 fiscal year.

END OF CONSENT AGENDA – CONTRACTS AND PURCHASES

5. OLD BUSINESS

None

6. NEW BUSINESS

6.1 Recommendations for Changes to Board Policies

Mr. George Potter was hired to review the Board of Trustees' by-laws and make recommendations for changes and updates to the policies. Mr. Potter's recommendations will be reviewed at a subsequent meeting.

6.2 Board Officers

Trustee Abraham stated that the Board needs new direction and leadership.

Trustee Abraham MOVED to end the terms of current Board Officers: Chairperson Davis, Vice Chairperson Ritter and Secretary Scott. Trustee Kuhn seconded.

Trustee Scott MOVED to table the motion to end the terms of Trustees Davis, Ritter and Scott until the August 20, 2007, Board meeting. Trustee Ritter seconded.

A roll call vote to table was taken:

AYES: Davis, Ritter, Scott

NAYS: Abraham, Cunningham, Kuhn, Zimmerman Motion Denied

A roll call vote to end the terms of current Board Officers was taken:

AYES: Abraham, Cunningham, Kuhn, Zimmerman

NAYS: Davis, Ritter, Scott Motion Carried

Trustee Abraham nominated Trustee Anna Zimmerman for Chairperson of the Board of Trustees. Trustee Kuhn seconded.

Trustee Davis nominated Dale Cunningham for Chairperson of the Board of Trustees. Trustee Cunningham declined.

Trustee Ritter suggested that the Board appoint Trustee Cunningham to conduct the meeting until new officers can be elected. Trustee Cunningham assumed leadership of the meeting.

Nominations for Chairperson were closed.

Vote to elect Trustee Zimmerman as Chairperson.

AYES: Abraham, Cunningham, Kuhn, Zimmerman

NAYS: Davis, Ritter, Scott Motion Carried

Trustee Zimmerman assumed leadership of the meeting.

Trustee Davis nominated Trustee Ritter for Vice Chairperson of the Board of Trustees.

Trustee Ritter declined.

Trustee Kuhn nominated Trustee Cunningham for Vice Chairperson of the Board of Trustees. Trustee Abraham seconded.

Vote to elect Trustee Cunningham for Vice Chairperson of the Board of Trustees

AYES: Abraham, Cunningham, Kuhn, Zimmerman

Nays: Davis, Ritter, Scott Motion Carried

Trustee Abraham nominated Trustee Kuhn for Secretary of the Board of Trustees. Trustee Cunningham seconded.

AYES: Abraham, Cunningham, Kuhn, Zimmerman

NAYS: Davis, Ritter, Scott Motion Carried

Trustee Zimmerman closed the nominations.

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

- Trustee Scott encouraged all to attend the OCC Foundation's golf outing scheduled for Friday, August 10, 2007.
- Trustee Zimmerman remarked that it is time for all to come together and work together as a team. All Trustees need to be involved in the events of the College.
- Trustee Ritter asked that the college send condolences to the family of the late President Robert Roelofs who died on May 31, 2007.

7.2 Labor Organizations and Associations

Faculty Association Mary Ston noted that the death of Thomas Kress brings the number of full-time faculty down to 266. Two hundred ninety full-time faculty are needed, particularly in the science fields.

8. ADJOURNMENT

Chairperson Zimmerman adjourned the meeting at 8: 35 pm.

Respectfully submitted,

Patricia J. Funtik

Date

Anna M. Zimmerman, Chairperson

Thomas Kuhn, Secretary