



OAKLAND COMMUNITY COLLEGE®

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
January 26, 2009
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 Bryant who welcomed all staff and guests.

1.2 Attendance

Present

Shirley Bryant, Chairperson
Anna Zimmerman, Vice Chairperson
Pamala Davis, Secretary
Tom Kuhn, Trustee
Sandra Ritter, Trustee
Anne Scott, Trustee

Absent

Thomas Sullivan, Trustee

1.3 Approval of Agenda

With the addition of Trustee Scott's request to add the item of Audit Committee Report under New Business, but to be presented prior to the Personnel Recommendations, the agenda was approved.

1.4 Public Comments/Petitions

Jeffrey Albrecht, a student employee at OCC, spoke as to his concerns regarding Adecco employees who work as tutors becoming employees of Oakland Community College.

Chairperson Bryant indicated this matter will be reviewed and responded to.

1.5 Student Presentation

Dr. Steven Reif, President of the Southfield/Royal Oak campuses, introduced Philip Taylor, the new Student Representative on the Board. Mr. Taylor is a student at the Royal Oak campus.

1.6 Approval of Minutes

1.6.1 Approval of Minutes of 12/15/08 Regular Board Meeting

Trustee Ritter asked that the Minutes be amended to include under section 7.1 that she thanked outgoing Trustees Abraham and Cunningham for their service on the Board.

Trustee Scott asked that the wording “Motion Failed” under section 6.1 be changed to read “Motion Did Not Pass.”

Trustee Ritter MOVED to approve the minutes of the December 15, 2008 Regular Board Meeting as amended. Trustee Zimmerman seconded.

AYES: Bryant, Davis, Kuhn, Ritter, Scott, Zimmerman

NAYS: None Motion Carried

1.6.2 Approval of Minutes of 1/5/09 Special Board Meeting

Trustee Davis MOVED to approve the minutes of the January 5, 2009 Special Board Meeting. Trustee Zimmerman seconded.

AYES: Bryant, Davis, Kuhn, Ritter, Scott, Zimmerman

NAYS: None Motion Carried

2. CHANCELLOR’S REPORT

2.1 Chancellor’s Comments

Dr. Meyer congratulated OCC’s Ice Carving Team’s accomplishments of first and second place at the 2009 Zehnder’s Snowfest competition in Frankenmuth this past weekend. Other team members participated in the Plymouth competition this weekend.

2.2 Staff Reports

No staff reports were presented.

2.3 Introduction of New Staff

Dr. Gordon May, President of the Highland Lakes campus, introduced Dr. Lawrence Stark. Dr. Stark is a new professor in Philosophy at that campus.

Tom Boozer, Dean of Academic and Student Services at Auburn Hills campus, introduced Erin Scott who has joined the teaching faculty – studio art in the Humanities Department at Auburn Hills.

3. ACADEMIC AND STUDENT AFFAIRS

3.1 Academic Senate Reports

No report was presented.

3.2 Student Reports

Philip Taylor reported on some of the student activities that have taken place. OCC had the 5th Annual Martin Luther King Convocation held at the Royal Oak Campus. In conjunction with Martin Luther King Day, Auburn Hills Student Life volunteered at the Boys and Girls Club in Auburn Hills, as well as at the Baldwin Center in Pontiac. This past November and December the OCC Royal Oak Photo Society hosted a photo show. Mr. Taylor also reported the Raiders Men's and Women's basketball teams beat Henry Ford Community College.

3.3 Academic Initiatives

Nancy Showers, Director of Institutional Research at the Auburn Hills campus, reported on student enrollment. Some of the impressive statistics that Director Showers shared are that college-wide student credit hours increased by 10.5% compared with the same time period last year, and that over a five-year period of 2005 to 2009, total student credit hours increased by 16.5%. The college-wide student headcount increased by 8.3% since 2008 and by 9.7% since Winter 2005. College-wide credit hours per student increased by 2.1% since last year and over the five-year period has increased by 6.3%.

3.4(6.3) Audit Committee Report

Trustee Scott's request to add this item to the Agenda also included this New Business item 6.3 be brought up before the Personnel Recommendations.

Trustee Scott introduced the community members on the Audit Committee: Chris Schmidt, Gerald Moore, and Bill Haviland. Trustee Scott said that the Audit Committee will be working with the College's auditors, as well as with this Board. She also indicated that the Audit Committee is in the process of instituting a hotline for the college to report on fraud, waste, and abuse. They are in the process of reviewing vendors.

The next Audit Committee meeting, Trustee Scott advised, is on February 24th.

4. COLLEGE RESOURCES

4.1 Personnel Recommendations

Trustee Davis MOVED to approve the personnel recommendations and Trustee Zimmerman seconded.

AYES: Bryant, Davis, Kuhn, Ritter, Scott, Zimmerman

NAYS: None

Motion Carried

The Board of Trustees approved the following personnel recommendations: Please see attached Personnel Recommendations.

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 Presentation

A presentation on OCC's 2009-10 Preliminary Budget was given by Clarence Brantley, Vice Chancellor, Administrative Services.

4.3 College Facilities

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

4.4 Contracts and Purchases

CONSENT AGENDA – CONTRACTS AND PURCHASES

Items 4.4.1 – 4.4.5 listed below on the Consent Agenda were enacted by one motion. A separate discussion took place on item 4.4.6.

Trustee Scott MOVED to approve items 4.4.1- 4.4.5 on the Consent Agenda – Contracts and Purchases. Trustee Davis seconded.

AYES: Bryant, Davis, Kuhn, Ritter, Scott, Zimmerman

NAYS: None

Motion Carried

4.4.1 Network Maintenance Information Technologies

The Board of Trustees authorized the use of Delta Network Services to provide network maintenance services at a cost not to exceed \$362,032 through January 31, 2010.

4.4.2 ADI Systems Solution Pack College-Wide

The Board of Trustees authorized the purchase of a college-wide software license package from Studica to provide the ADI Systems Solution Pack at a cost not to exceed \$29,995 for use through January 2010.

4.4.3 Internet Services Connection – Merit Networks
College-Wide

The Board of Trustees authorized entering into a three-year contract with Merit Networks at a cost not to exceed \$111,920 per year (was \$101,916).

4.4.4 IT Systems Storage Infrastructure Upgrade – Network Equipment
College-Wide

The Board of Trustees authorized the purchase of a Dell Equal Logic Storage Array from VR6systems at a cost not to exceed \$80,034.

4.4.5 Network Equipment
College-Wide

The Board of Trustees authorized the purchase of network equipment from Delta Network Services at a cost not to exceed \$284,238.

4.4.6 Printing Services for 2009
College-Wide

The proposed vendor is Action Printing from Fond Du Lac, Wisconsin. Trustee Ritter inquired prior to the Board Meeting as to the state where each of these vendors does their printing. It was confirmed through the OCC Purchasing Department that Action Printing does their printing services in Wisconsin and that Edwards Brothers in Ann Arbor, Michigan (third lowest bid) does their printing in Michigan.

Trustee Ritter MOVED that for a \$17,000 difference the Board approve the third lowest bid from Edwards Brothers in Ann Arbor to keep the business in Michigan. Trustee Scott seconded.

AYES: Davis, Kuhn, Ritter, Scott, Zimmerman

NAYS: Bryant

Motion Carried

Therefore, the Board of Trustees authorized the use of Edwards Brothers in Ann Arbor, Michigan to provide printing services for the Schedule of Classes and the College Catalog through December 31, 2009 at a cost not to exceed \$200,247.

END OF CONSENT AGENDA – CONTRACTS AND PURCHASES

5 UNFINISHED BUSINESS

5.1 Higher Learning Commission Action Plan/Selecting Consultant

Chancellor Meyer reported to the Board of a discussion with Grand Rapids Community College regarding the idea of sharing the costs of a governance consultant. GRCC suggested Miriam

Carver. Chancellor Meyer asked if the Board would table this item until the next Board Meeting to allow time to research this opportunity.

A discussion took place regarding the Higher Learning Commission's recommendation for the Board to adopt policy governance.

Trustee Kuhn MOVED to table this item until next month at which time the Board would be provided additional information on this consultant. Trustee Davis seconded.

AYES: Bryant, Davis, Kuhn, Ritter, Scott, Zimmerman

NAYS: Motion Tabled

5.2 SEMCOG Membership and Appointment of Delegates

Trustee Davis MOVED and Trustee Scott seconded that the Board of Trustees authorize the College administration to join SEMCOG at a cost of \$2,925 for the first year, which begins on date of enrollment.

Chairperson Bryant suggested that we look at all of the organizations this Board is involved in and see where we can best benefit, or if there are additional organizations that would be beneficial, and asked that Administration provide a list of the organizations.

Trustee Kuhn MOVED to table this item until the next Board Meeting. Trustee Zimmerman seconded.

AYES: Bryant, Davis, Kuhn, Ritter, Zimmerman

NAYS: Scott Motion Tabled

5.3 Revision to Board Policy 1.4.6 – Legal Counsel

Trustee Scott MOVED and Trustee Ritter seconded that the Board of Trustees accept the attached revision to Board Policy 1.4.6 – Legal Counsel.

As there was some confusion as to the language being the same, Trustee KUHN moved to table this item until the next Board Meeting. Trustee Scott seconded.

AYES: Bryant, Davis, Kuhn, Ritter, Scott, Zimmerman

NAYS: Motion Tabled

6 NEW BUSINESS

6.1 Oakland Community College Foundation Representative(s)

Trustee Scott MOVED and Trustee Kuhn seconded to elect Trustee Sullivan as the Board's representative to the Oakland Community College Foundation Board of Directors, effective January 27, 2009.

AYES: Bryant, Davis, Kuhn, Ritter, Scott, Zimmerman

NAYS: Motion Carried

6.2 Agenda Review Meeting – Study Session

A discussion took place changing the Agenda Review Meeting to a Board study session.

Trustee Kuhn MOVED to have Administration come back with proposed language to change the Agenda Review Meeting into a study session. Trustee Ritter seconded.

AYES: Bryant, Davis, Kuhn, Ritter, Scott, Zimmerman

NAYS: Motion Carried

6.3 Board Policy Review

Trustee Kuhn provided a brief history that a previous Board of Trustees had hired George Potter to prepare recommendations regarding the Board of Trustees policies and procedures, but no action was ever taken on the recommendations.

Trustee Kuhn MOVED and Trustee Ritter seconded to accept the recommended policy revisions attached hereto, with the exception of the credit card policy as it has already been addressed, and to have Administration provide a list of which policies and procedures have recommendations.

AYES: Bryant, Davis, Kuhn, Ritter, Scott, Zimmerman

NAYS: Motion Carried

7 COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Trustee Davis requested that the Chancellor Evaluation Instrument be placed on the agenda for next month.

A discussion took place regarding the Chancellor's goals. Trustee Kuhn requested that the Board be provided with another copy of the Chancellor's goals and the minutes in which they were approved. Upon receipt of this documentation, Chairperson Bryant indicated that we will then entertain a discussion on this topic.

Trustee Scott informed the Board that she received a Happy New Year card from Beijing University.

Regarding the Audit Committee, Trustee Scott indicated that another trustee needs to be appointed on the committee to take past Trustee Phil Abraham's spot. Chairperson Bryant appointed Trustee Sullivan. Trustee Kuhn asked that this appointment be addressed at the next Board meeting.

7.2 Labor Organizations and Associations

Mary Ston, OCCFA President, welcomed the new Board members and officers. She looks forward to open communication between the two groups, as was concurred by AFSCME President Kathleen Cham on behalf of her group.

Chairperson Bryant had a roll call taken at 9:08 p.m. to go into closed session regarding labor negotiations.

AYES: Davis, Bryant, Zimmerman, Kuhn, Ritter, Scott

The Board of Trustees returned to open session at 9:40 p.m.

8 ADJOURNMENT

Chairperson Bryant adjourned the meeting at 9:40 p.m.

Respectfully submitted,

Cherie A. Foster

Date

Shirley J. Bryant, Chairperson

Pamala M. Davis, Secretary



OAKLAND COMMUNITY COLLEGE®

ACTION

BOARD AGENDA ITEM 4.1

January 26, 2009

PERSONNEL RECOMMENDATIONS

FACULTY

Temporary Appointment

<u>Name</u>	<u>Department</u>	<u>Campus</u>	<u>Salary</u>	<u>Benefits Cost*</u>	<u>Effective</u>	2008-2009 Fiscal Year <u>Budget</u>
Paulson, Alan D.	Humanities Teaching Faculty – Ceramics (replacement due to employee leave of absence)	RO	\$20,088	N/A	01/12/09 – 05/04/09	X

*Note: The average cost of FICA, retirement and fringe benefits for full-time employees is 44.39% of annual base salary per the College budget.

MANAGEMENT STAFF – NON-EXEMPT

Interim Appointment

<u>Name</u>	<u>Department</u>	<u>Campus</u>	<u>Salary</u>	<u>Benefits Cost*</u>	<u>Effective</u>	2008-2009 Fiscal Year <u>Budget</u>
Harrold, Sandra M.	Purchasing and Auxiliary Services Interim Manager, Print, Mail and Distribution Services (replacement due to employee leave of absence)	AH-M-TEC	\$19,573	\$8,688	01/27/09 - 05/29/09	X

*Note: The average cost of FICA, retirement and fringe benefits for full-time employees is 44.39% of annual base salary per the College budget.

CLASSIFIED – FULL-TIME

Appointment

<u>Name</u>	<u>Department</u>	<u>Campus</u>	<u>Salary</u>	<u>Benefits Cost*</u>	<u>Effective</u>	2008-2009 Fiscal Year <u>Budget</u>
Ryerson, Catherine M.	Faculty Office Secretary (replacement due to employee transfer)	RO	\$12.84/hr.	\$11,855	02/02/09	X

*Note: The average cost of FICA, retirement and fringe benefits for full-time employees is 44.39% of annual base salary per the College budget.

SEPARATIONS

<u>Name</u>	<u>Department</u>	<u>Campus</u>	<u>Effective</u>	<u>Reason for Separation</u>
N/A				

*Note: The average cost of FICA, retirement and fringe benefits for full-time employees is 44.39% of annual base salary per the College budget