



**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
August 20, 2013  
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 7:10 p.m. by Chair Kelly.

1.2 Attendance

Present

Daniel Kelly, Chair  
Pamala Davis, Secretary  
Shirley Bryant, Trustee  
Sandra Ritter, Trustee  
Thomas Sullivan, Vice Chair

Absent

Thomas Kuhn, Treasurer  
Christine O'Sullivan, Trustee

1.3 Approval of Agenda

Trustee Ritter asked the topic of CBT Reports on InfoMart be added to the agenda.  
Trustee Davis seconded.

AYES: Bryant, Davis, Kelly, Ritter, Sullivan

NAYS: None Motion Carried

Trustee Davis asked the topic of Review of CBT Reports be added to the agenda. Trustee Ritter seconded.

AYES: Bryant, Davis, Kelly, Ritter, Sullivan

NAYS: None Motion Carried

Trustee Ritter MOVED to approve the revised agenda. Trustee Bryant seconded.

AYES: Bryant, Davis, Kelly, Ritter, Sullivan

NAYS: None Motion Carried

#### 1.4 Public Comments/Petitions –

Suzanne Labadie, English chair and faculty member at the Royal Oak Campus, and Leah Michels, English faculty at the Orchard Ridge Campus, both addressed the Board with their concerns regarding the English program.

Robyn Tennison, with the English/Communication Department at the Orchard Ridge Campus, expressed her concerns regarding the communication at OCC.

Mike Khirallah, ESL faculty at Orchard Ridge, spoke to the Board again regarding the out-of-state tuition increase and what he believes the effects are on VISA students.

Nina Barkell, nursing faculty at Highland Lakes, discussed the topic of associate degree and BSN nursing programs.

Shawn Rasanen, an OCC student, addressed her concerns regarding the Auburn Hills Academic Support Center.

Kayla Green, an alumna from the Orchard Ridge Campus, expressed her concern as to rumors of Student Life Services being eliminated.

#### 1.5 Student Presentation – None

#### 1.6 Approval of July Board Meeting Minutes

##### 1.6.1 Approval of July 11, 2013 Special Meeting Minutes

Trustee Sullivan MOVED to approve the minutes of the July 11, 2013 special Board meeting. Trustee Davis seconded.

AYES: Bryant, Davis, Kelly, Ritter, Sullivan

NAYS: None Motion Carried

##### 1.6.2 Approval of July 16, 2013 Regular Meeting Minutes

Trustee Bryant MOVED to approve the minutes of the July 16, 2013 regular Board meeting. Trustee Ritter seconded.

AYES: Bryant, Davis, Kelly, Ritter

ABSTAIN: Sullivan

NAYS: None

Motion Carried

## **2. CHANCELLOR'S REPORT**

### **2.1 Chancellor's Comments**

Dr. Meyer reported OCC will be operating the College's parking structures for the Arts, Beats & East Festival, with the proceeds going toward student scholarships.

Having met with Waterford City officials, Dr. Meyer informed the Board the officials didn't believe there would be any issues with razing Highland Hall. Dr. Roman will be inviting the Waterford City Board for a tour of Highland Lakes Campus. It is the intent of Administration to bring this item before the Board in September.

### **2.2 Staff Report – Out of State Tuition – Dr. Richard Holcomb, Vice Chancellor of Academic and Student Affairs**

Dr. Holcomb gave his presentation on Out-of-State Tuition. He addressed the non-U.S. citizen students who are Pell eligible. In summary, Dr. Holcomb indicated only Visa students are impacted; and as we don't actively recruit international students, he does not expect significant changes in enrollment. It is OCC's intent to have tuition principled on fair share and community first.

Trustee Ritter commented she may have been too hasty in suggesting this increase.

Chancellor Meyer noted the out-of-state tuition increase can affect all out-of-state students, not just Visa students. For those eligible, Pell covers most of this tuition increase. He continued the ones who are impacted the most are F-1 Visa students.

### **2.3 Introduction of New Staff**

Vice Chancellor of Academic and Student Affairs Richard Holcomb introduced Collin James and Monika Oery, new employees who will begin the end of August as faculty members in the English College Readiness program.

## **3. ACADEMIC AND STUDENT AFFAIRS**

### **3.1 Academic Senate Reports**

College Academic Senate Chair Shawn Dry discussed what work the senate has planned for 2013-2014. He also addressed his concerns regarding the senate and the Educational Master Plan.

3.2 Student Reports - None

3.3 Academic Initiatives – Understanding Community Educational Needs Part I –  
Marty Orłowski, Executive Director of Curriculum and Student Learning, and Kelly  
Perez-Vergara, Curriculum Analyst

Mr. Orłowski and Ms. Perez addressed the Board regarding associate degree programs and certificate programs. From the school year 2009-10 through 2011-12, there have been 6,887 total associate degree completions. The four programs accounting for 59 percent of the completions are Liberal Arts, General Studies, Nursing, and Business. Thirty programs account for 90 percent of all completions; however, 39 programs had fewer than 20 completions with 30 of those programs having 10 or fewer completions during this time frame.

From the school year 2009-10 through 2011-12, there were 1,086 total certificate completions. Eight programs account for 50 percent of the completions and 34 programs account for 90 percent completions. However, 63 certificate programs had fewer than 20 completions during this time frame.

Alignment of OCC curriculum should meet community needs in the level and content of offerings, and student interest should meet the types of offerings, delivery method, and scheduling needs.

**4. COLLEGE RESOURCES**

4.1 Personnel Monitoring Report

4.1.1 The Board of Trustees reviewed the revised Personnel Monitoring Report.

4.1.2 Faculty Recommendations

Trustee Sullivan **MOVED** to approve the Faculty Recommendations Report.  
Trustee Davis seconded.

**AYES:** Bryant, Davis, Kelly, Ritter, Sullivan

**NAYS:** None Motion Carried

On behalf of the College, Chair Kelly and Chancellor Meyer congratulated Dennis Bartleman, who was a member of the political science faculty at OCC's Royal Oak Campus for 46 years. Mr. Bartleman expressed he enjoyed coming to work every day and felt fortunate to be part of the OCC community.

## 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

Trustee Sullivan asked Mr. Brantley if the decline in property income tax was as expected. Mr. Brantley replied we don't begin to receive property income tax until October/November.

Trustee Sullivan also asked where in the budget report is the amount we give back as a result of property tax appeals, how is it accounted for, and do we have a total for each year. Mr. Brantley said his staff would have to go through the records, since the amounts owing are not all in one statement. Trustee Sullivan clarified there is not currently a budget item that tracks how much we pay each fiscal year. He also was curious if there is a trend as to how much money we had to give back to the County over the past couple of years. Mr. Brantley will obtain this information.

Trustee Ritter asked if we are diversified enough in our investments. Mr. Brantley replied the College is very limited in its investments, which by law are low risk with low returns.

Trustee Ritter inquired if OCC has any outstanding bonds. Mr. Brantley replied we may have one purchased about 20 years ago.

Trustee Sullivan asked what the interest is on the bond. Controller Gail Pitts responded she believes it is somewhere between two to four percent. Trustee Sullivan stated it may be worth our while to pay off the bond and save on the two to four percent interest as opposed to getting a minimal percentage on our investments.

## 4.3 College Facilities

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

## 4.4 Contracts and Purchases

### **CONSENT CALENDAR – CONTRACTS AND PURCHASES**

Items 4.4.1 through 4.4.3 listed below on the Consent Calendar – Contracts and Purchases were enacted by one motion. No separate discussions of these items were requested.

Trustee Sullivan MOVED to approve items 4.4.1 through 4.4.3 on the Consent Calendar - Contracts and Purchases. Trustee Davis seconded.

AYES: Bryant, Davis, Kelly, Ritter, Sullivan

NAYS: None Motion Carried

4.4.1 Shoretel Phone Maintenance/Equipment  
College-Wide

The Board of Trustees authorized the one-year (10/28/2013 to 10/27/2014) Maintenance Agreement and phone equipment purchases with Delta Network Services for an annual cost not to exceed \$235,787.

4.4.2 Contract with Brightwing  
Economic and Workforce Development – MNJT Program

The Board of Trustees approved the use of Brightwing for the development of customized training materials for a total amount not to exceed \$150,000 through June 30, 2014.

4.4.3 Contract with Innovative Learning Group (ILG)  
Economic and Workforce Development – MNJT Program

The Board of Trustees approved a contract with Innovative Learning Group for a total amount not to exceed \$64,000 for training delivered through June 30, 2014.

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

**5 UNFINISHED BUSINESS - None**

**6 NEW BUSINESS**

6.1 Separation Incentive Plan

Trustee Bryant MOVED the Board of Trustees authorize the expenditure of funds needed under the Separation Incentive Plan. Trustee Sullivan seconded.

Vice Chancellor for Human Resources William MacQueen reviewed the Separation Incentive Plan offered to employees who are exempt administrators and management staff with 10 or more years of full-time OCC service as of December 31, 2013, and bargaining unit administrators and managers (i.e., Teamsters) classified as C51 or higher with 10 or more years of full-time OCC service as of December 31, 2013. Option A is a cash payment equal to 100 percent of the 2013-14 base salary plus payment or Option B is a cash payment equal to 70 percent of their 2013-14 base salary plus payment by the

College of 75 percent of their one-person COBRA health insurance premium for as long as they remain eligible for coverage under COBRA, but for no more than 36 months following their resignation or retirement.

AYES: Bryant, Davis, Kelly, Ritter, Sullivan

NAYS: None Motion Carried

## 6.2 CBT Reports on InfoMart

Trustee Ritter said she would like to have a better understanding of the CBT reports and suggested the Board schedule a meeting/workshop for this purpose. Chair Kelly said the Board could have someone from CBT explain the reports released thus far sometime within the next 30 to 60 days. Chair Kelly said he and the Chancellor will look at a time when a CBT representative is available to meet with the Board.

## 6.3 Availability of CBT Reports

Trustee Davis MOVED the Board of Trustees direct the Chancellor's Office to provide private access for Trustees to view the complete CBT reports as delivered to OCC in their entirety in a private office at the Trustees' convenience and with prior notice to the Chancellor's Office. Trustee Ritter seconded.

Chancellor Meyer said he didn't see an issue with the Trustees reviewing the reports, however, we are in the middle of a FOIA lawsuit on this matter and he didn't know if that would have any effect on the lawsuit. Trustee Davis suggested we obtain a legal opinion, and Chair Kelly agreed.

Trustee Davis amended her motion to include "... to be effective in seven days unless an attorney opinion advises otherwise."

AYES: Davis, Kelly, Ritter

NAYS: Bryant, Sullivan Motion Fails

# 7 COMMUNITY COMMENTS

## 7.1 Board Member Reports and Comments

Trustee Bryant noted she did not recall anyone ever saying the nursing program was extinct. As she recalls, Trustee Bryant said we were not considering a BSN initiative at this time and that we plan to continue our nursing program as an associate's degree. Dr. Meyer agreed.

Trustee Bryant also stated she did not hear anything about eliminating the Student Life program. Chancellor Meyer said there were no discussions about the Student Life program. Trustee Bryant asked where these rumors come from. She expressed her frustration with the spreading of these types of rumors and the need to have some type of forum to rebut these incorrect statements.

Trustee Ritter recalled being told the associate degree nursing program was becoming obsolete and our NCLEX is no longer meeting the needs of our medical community. Interim Highland Lakes President Cynthia Roman responded her comment at the last Board meeting was the College needs to look at the direction and evolution of the ADN program. She stated some of our graduates are having difficulty obtaining jobs as employers are hiring BSN graduates. Dr. Roman stated the Institute of Medicine is strongly urging nurses to obtain the BSN. By 2020, 80 percent of nurses will have their BSN. Dr. Roman also suggested during the July meeting the possibility of teaming with a university to offer the same curricula at both institutions for the first two years, so our students can easily acclimate into the four-year program.

Trustee Bryant mentioned she was recently at Beaumont Hospital and did a verbal poll of the nursing staff she came in contact with. Every one of them stated they were going to be working toward a four-year nursing degree. Dr. Roman stated she is aware hospitals are hiring ADNs with the proviso of within a certain number of years they obtain their BSN.

Trustee Bryant noted she was still confused where the incorrect information originated regarding the Student Life program. Alumnus Kayla Green said she heard it from her past forensics coach who had a discussion with a CBT representative. Trustee Bryant noted this could have just been a comment made by the CBT representative during the meeting without a follow-up directive to Administration.

Dr. Meyer stated this is why we are trying to structure the approach to CBT reports, so everyone doesn't overreact to what they believe regarding the reports. To date, there are no decisions and minimal actions to the information in the CBT reports. He also addressed the Educational Master Plan. How does developmental education relate to the Strategic Master Plan. Developmental education – college readiness – it should be obvious, said Dr. Meyer. The Educational Master Plan is straight forward and is what good colleges do. Quite frankly, it's a bad reflection on us because we had to have someone from the outside tell us the obvious. That is why we are going through a structured approach, so we do not create an unraveling with overreaction and misinterpretation. Dr. Meyer said that is why he is very passionate about us taking a very structured conversation to it.

Trustee Ritter thanked Trustee Bryant for sending the Board the MCCA material. She noted she had trouble accessing the information in *The Chronicle* through the MCCA site. Trustee Ritter said she sent everyone a report to read on college-ready students from *Education Week*. Lastly, Trustee Ritter asked if it was a myth that over the past five to six years our students all passed the NCLEX exam and 98 percent are employed.



Dr. Roman said it is not a myth; however, they are going to long-term care, although it may not be the job they ideally want. In fact, Dr. Roman stated, some of our hospitals are telling us they are only looking for BSNs.

Trustee Bryant voiced she was quite impressed with the MCCA Summer Workshop keynote speaker, Jeff Selingo, who is Editor-at-Large of *The Chronicle of Higher Education*. She wanted to leave everyone with a comment Mr. Selingo made which is, "Higher education is at the same place today that media and newspapers were at 10 years ago." It really made Trustee Bryant wonder what they needed to do to prepare for that. This is one of the reasons she is so supportive of the CBT reports. She believes it gives us professional advice toward being prepared for the future.

## 7.2 Organizations and Associations

In Mary Ann McGee's absence, Bill Isanhart presented a report. First he covered ceramics faculty positions. Secondly, he pointed out the common themes from past meetings have nothing to do with present working conditions for faculty, nor anything to do with bargaining in the next contract. The OCC faculty contract goes for another two years, and not one of the issues brought forward by faculty over the past few months had anything to do with the contract. Lastly, the faculty is concerned about transparency and shared governance.

## 8 ADJOURNMENT

Trustee Sullivan MOVED to adjourn the meeting, and Trustee Bryant seconded.

AYES: Bryant, Davis, Kelly, Ritter, Sullivan

NAYS: None

Motion Carried

Chair Kelly adjourned the meeting at 9:55 p.m.

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Cherie A. Foster

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Date

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Daniel J. Kelly, Chair

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Pamala M. Davis, Secretary