



OAKLAND
COMMUNITY
COLLEGE ®

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
June 18, 2007
Oakland Community College
Southfield Campus
22322 Rutland Drive
Southfield, MI 48075**

1. GENERAL FUNCTIONS

1.1 Call to Order and Welcome

The meeting was called to order at 7:00 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
Anna Zimmerman, Trustee

Absent

Thomas Kuhn, Trustee

1.3 Public Comments/Petitions

Gwen Bynum, president of Alpha Kappa Alpha Sorority noted her appreciation to the Board of Trustees for naming the health wing of Levinson Hall at the Highland Lakes Campus in honor of Janice Simmons.

1.4 Student Presentation

None

1.5 Review of Minutes

The Board of Trustees reviewed the Minutes of the May 21, 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 Joyce Zurel, Auburn Hills Campus Library Technician.
- Trustees Davis, Scott and Zimmerman attended the Orchard Ridge Campus Honors Convocation on June 1, 2007.
- The Laker Academy graduation was held at the Orchard Ridge Campus on June 6, 2007.
- The Michigan College Personnel Association awarded OCC a Cultural Diversity Award during the diversity summit June 8, 2007
- The Orchard Ridge Campus recently held a Service Recognition Breakfast.
- The Great Lakes Great Wine Scholarship event was held at the Orchard Ridge Campus on June 7, 2007.
- Trustees Davis and Scott attended the Highland Lakes Honors Convocation on June 6, 2007, where 198 honors graduates participated.
- Members of the Royal Oak/Southfield Campus Phi Theta Kappa chapter participated in the Cancer Society's Relay for Life Walkathon on June 9, 2007. The group donated \$2400 to the Cancer Society in memory of Janice Simmons.

2.2 Staff Reports

OCC Foundation Board member Tom Sullivan gave a brief report on the OCC Foundation noting that the Foundation awards approximately 200 scholarships per year.

Trustee Scott remarked that Doris Mosher has been an inspiration to the OCC Foundation.

2.3 Introduction of New Staff

Interim President Adams introduced Sandra Brown, Student Service Specialist at the Southfield Campus.

3. ACADEMIC AND STUDENT AFFAIRS

3.1 Academic Senate Reports

None

3.2 Student Reports

None

3.3 Academic Initiatives

Interim Vice Chancellor Reif reported that he and Christine Abbot of Oakland University are developing a “Teaching for Excellence” cognate, an advanced educational opportunity for OCC faculty. Dr. Reif also noted that he recently returned from Salzburg, Austria where he accompanied seven OCC students to the Salzburg Seminar where they had the opportunity to participate in and learn about such topics as globalism, global citizenship, prejudice and immigration.

4. COLLEGE RESOURCES

4.1 Personnel Recommendations

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

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

NAYS: None Motion Carried

The Board of Trustees approved the following personnel recommendations: the recommendation for sabbatical leave at full pay for Winter 2008 (January 7, 2008 – April 28, 2008) for Shelly Brooks (HL), Behavioral Science faculty; the recommendation for sabbatical leave at full pay for Winter 2008 (January 7, 2008 – April 28, 2008) for James Cook (OR), Humanities faculty; the recommendation for unpaid leave-of-absence for Fall 2007 (August 30, 2007 – December 17, 2007) for James Cook (OR), Humanities faculty; the faculty appointments of Richard Driscoll (AH), Applied Engineering Technologies teaching faculty, Aletia Droba (RO), Philosophy teaching faculty, Kelly Flores (HL) Communications/Humanities teaching faculty, and Gayle Mazzocco (HL) Health Professions and Technologies teaching faculty; the appointment of administrative – exempt staff Steven Reif (RO/SF), Campus President from Dean of Academic and Student Services (RO); the extension of the temporary appointment for administrative – exempt staff Lloyd Crews (DO), Interim Executive Director of Student Services; the appointment of administrative – non-exempt staff Henry Tanaka (AH), Academic and Student Services Dean from teaching faculty (AH); the extension of the temporary appointment for administrative – non-exempt staff Beverly Stanbrough (RO/SF), Academic and Student Services Dean; the temporary appointment of administrative – non-exempt staff Kayla LeBlanc (DO/RH), Interim Director of Academic Technology; the promotion of management staff – non-exempt staff Clarisse Bolduc (AH), Workforce Development Services Program Manager from Coordinator Workforce Development Services (AH); the temporary appointment of

management staff – non-exempt staff Kelly Hyduk (DO/RH), Interim Manager of Online Learning Technologies; the appointment of classified – full-time staff Tang Quach (AH), Applied and Engineering Technologies Paraprofessional; the status change/transfer of classified – part-time staff Michelle Jerome (AH), Financial Aid Specialist – VA from Accounting Specialist (AH); the promotion/transfer of classified – part-time staff Donna Heath (DO), Communications Specialist from Child Care Assistant (AH); the resignation of Steve Davis (AH), Custodian; the resignation of Jose Garcia-Leon (OR), Music teaching faculty; the resignation of Patricia Harris (DO/RH), Director of Academic Technology; the retirement of Timothy Koerner (RO), History teaching faculty; the retirement of Marsha McReynolds (DO/RH), Accounting Specialist; the retirement of Thomas Swierk (RH), Manager of Administrative Systems; and the death of Joyce Zurel (AH), Learning Resources Technician.

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

First reading.

Trustee Ritter MOVED and Trustee Scott seconded that the Board of Trustees consider the recommended addition to Board Policy 3.10, Investment Policy.

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

NAYS: None Motion Carried

4.3 College Facilities

CONSENT AGENDA – MAINTENANCE PROJECTS

Items 4.3.1 – 4.3.3 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 Scott MOVED and Trustee Zimmerman seconded approval of Items 4.3.1 – 4.3.3 on the Consent Agenda – Maintenance Projects.

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

NAYS: None Motion Carried

- 4.3.1 College-Wide Deferred Maintenance Project
Electrical Switchgear/Panel Replacement & Emergency Wiring
Levinson Hall
Highland Lakes Campus
OCC Project No. PF-HL07-007

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>Estimated Project Cost</u>
Electrical Switchgear/Panel Replacement & Emergency Wiring Levinson Hall Highland Lakes Campus OCC Project No. PF-HL07-007	\$583,400
4.3.2 College-Wide Deferred Maintenance Project Electrical Switchgear/Panel Replacement Student Center Highland Lakes Campus OCC Project No. PF-HL07-003	\$252,800
4.3.3 College-Wide Deferred Maintenance Project Technology Backbone Cable Highland Lakes Campus OCC Project No. PF-HL04-022	\$354,400

END OF CONSENT AGENDA – MAINTENANCE PROJECTS

- 4.3.4 Progress Report – Construction Projects

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

4.4 Contracts

CONSENT AGENDA – CONTRACTS AND PURCHASES

Trustee Cunningham requested that contracts be attached to their related Action Item whenever possible.

Trustee Abraham requested Action Items 4.4.3 and 4.4.6 be removed from the consent agenda and discussed separately.

Trustee Scott MOVED and Trustee Zimmerman seconded approval of Action Items 4.4.1, 4.4.2, 4.4.4, 4.4.5, 4.4.7 on the Consent Agenda – Contracts and Purchases.

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

NAYS: None Motion Carried

4.4.1 Affiliation Agreement
with Oakwood Healthcare, Inc.
Highland Lakes Campus

The Board of Trustees approved entering into an agreement with Oakwood Healthcare, Inc., of Detroit, Michigan, and authorized the Chairperson to execute the agreement.

4.4.2 Ammunition and Supplies
Oakland Police Academy
Auburn Hills Campus

The Board of Trustees approved the purchase of ammunition and simmunitions at a cost not to exceed \$78,919 and related supplies at a cost not to exceed \$7,200 from Michigan Police Equipment, for a total cost not to exceed \$86,119 for the 2007-2008 fiscal year.

4.4.3 Service Recognition Program
College-Wide

Trustee Scott MOVED and Trustee Cunningham seconded approval to purchase items for the service recognition program from O.C. Tanner, at a cost not to exceed \$30,000 for the 2007-2008 fiscal year.

AYES: Davis, Ritter, Scott, Cunningham, Zimmerman

NAYS: Abraham Motion Carried

4.4.4 Stationery Products
College-Wide

The Board of Trustees approved the purchase of printing services for stationery letterhead and envelopes from Nationwide Envelope, at a cost not to exceed \$40,000 for the 2007-2008 fiscal year.

4.4.5 Tactical Gear and Rifles
Public Safety
College-Wide

The Board of Trustees approved the purchase of public safety equipment from Michigan Police Equipment, at a cost not to exceed \$29,812 for the 2007-2008 fiscal year.

4.4.6 Extension of Lobbyist Appointment
Karoub Associates
College-Wide

Trustee Scott MOVED and Trustee Ritter seconded that the Board of Trustees approve extending the appointment of Karoub Associates for the 2007-2008 fiscal year to provide lobbying services at the current fee of \$4,000 per month.

Trustee Scott offered a friendly amendment that the Board of Trustees retain Karoub Associates on a month to month contract at the same rate of \$4,000 per month. Trustee Ritter seconded and added the following, for a maximum of three (3) months.

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

NAYS: None Motion Carried

Karoub Associates current contract runs until September, 2007. Therefore, the three months will begin in September.

4.4.7 Contract with Regional Technology Network Corporation
Workforce Development Services – EDJT Grant

The Board of Trustees approved a modification of the contract with Regional Technology Network Corporation for an additional \$12,000 for a total contact of \$62,000 for Group Development Dynamics training delivered through June 30, 2007.

5. OLD BUSINESS

5.1 Naming Policy Discussion

At its May 21, 2007, Regular Board meeting, the Board of Trustees voted in favor to name the health wing of Levinson Hall in memory of Janice Simmons by a four to three vote.

A question arose as to whether or not a supermajority vote (five votes required) was necessary.

Legal opinion obtained from Attorney John Martin states:

“Section 4 of the policy, “General Policy Applicable to Other Naming Opportunities” does not apply under these circumstances. This particular section mentions the need for a super majority vote of the members of the Board of Trustees (five votes required), however, the language in this paragraph specifically points out that this section applies to “other naming opportunities that are not tied directly to a facility as defined above. As used in the policy, a ‘facility’ is defined in part as “fields, buildings, parts of buildings. . . .” In this case, a part of a building, the Medical Wing of Levinson Hall, was named after Ms. Simmons. Because the naming of the Medical Wing of Levinson Hall after Ms. Simmons falls within the definition of a ‘facility’ within the policy, the super majority vote found under Section 4, “General Policy Applicable to Other Naming Opportunities” does not apply. Under Section 4, “Other Naming Opportunities” include such things as events, ceremonies or activities, all of which are of a non-permanent nature.”

6. NEW BUSINESS

6.1 MCCA Budget 2007-2008

Trustee Scott MOVED and Trustee Cunningham seconded that the Board of Trustees direct its Michigan Community College Association (MCCA) representatives to endorse the MCCA 2007-2008 budget and dues structure as it is presented.

AYES: Davis, Ritter, Scott, Cunningham

NAYS: Abraham, Zimmerman

Motion Carried

6.2 Travel for Foundation Board Delegate

Trustee Davis request travel expenses for a Foundation Board delegate to travel to the MCCA Conference in July and ACCT Conference in September.

The matter was referred to the Chancellor’s Office for review and will be brought back to the Board of Trustees for further discussion.

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Trustee Ritter noted that Chancellor's search consultant Ken Myers has been keeping Trustees informed regarding search activities.

7.2 Labor Organizations and Associations

None

8. ADJOURNMENT

The meeting was adjourned at 8:30 p.m. by Chairperson Davis.

Respectfully submitted,

Patricia J. Funtik

Date

Pamala M. Davis, Chairperson

Anne V. Scott, Secretary