



**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
December 14, 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  
Thomas Sullivan, Trustee

Absent

None

1.3 Approval of Agenda

Trustee Sullivan MOVED to approve the agenda. Trustee Zimmerman seconded.

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

NAYS: None

Motion Carried

1.4 Public Comments/Petitions

None

1.5 Student Presentation

None

## 1.6 Approval of Minutes

### 1.6.1 Approval of November 16, 2009 Special Board Meeting Minutes

Trustee Scott MOVED to accept the minutes of the November 16, 2009 Special Board Meeting. Trustee Ritter seconded.

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

NAYS: None Motion Carried

### 1.6.2 Approval of November 16, 2009 Regular Board Meeting Minutes

Trustee Zimmerman MOVED to accept the minutes of the November 16, 2009 Regular Board Meeting. Trustee Scott seconded.

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

NAYS: None Motion Carried

## 2. CHANCELLOR'S REPORT

### 2.1 Chancellor's Comments

Dr. Meyer presented information about the proposed legislation to permit community colleges the authority to award four-year degrees in specific areas. Although OCC does not have an interest in these offerings, Dr. Meyer stated we are supporting this legislation through our efforts with MCCA and contact with local elected officials.

Dr. Meyer also announced that OCC's Forensic Team placed second at the Michigan Forensic and Debate Tournament on December 11<sup>th</sup>. No community college has ever taken second place at this tournament because it is mostly four-year schools who participate. Dr. Meyer congratulated the team and their coach, Carole Bennett.

### 2.2 Staff Reports

None

### 2.3 Introduction of New Staff

Dr. Gordon May, President of the Highland Lakes campus, introduced new employee Kathleen Andreassi, a part-time Secretary for the Athletics Department at the Auburn Hills campus.

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

#### 3.1 Academic Senate Reports

Mary Ann McGee, College Academic Senate Chair, reported that the College Senate met last week.

#### 3.2 Student Reports

Ms. Jacqueline Shadko, President of Orchard Ridge campus, introduced Maria Taylor. Ms. Taylor will be the Board student representative for December. She is an honor student majoring in liberal arts.

Ms. Taylor reported on various Student Life activities at the campuses. The Auburn Hills campus participated in several Gleaners food drives. Students at the Highland Lakes campus were gearing up for the men's and women's basketball season. The French Club held their annual fundraiser at the Orchard Ridge campus on November 6<sup>th</sup>. Students from Royal Oak/Southfield participated in a roundtrip tour to the Detroit Historical Museum. The Diversity Committee also had a lecturer speaking about the John F. Kennedy assassination.

#### 3.3 Academic Initiatives

None

### **4. COLLEGE RESOURCES**

#### 4.1 Personnel Recommendations

Trustee Scott MOVED to approve the Personnel Recommendations. Trustee Ritter seconded.

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

NAYS: None Motion Carried

Chairperson Bryant and Dr. Meyer congratulated retiree Dave Adams for his 42 years of service at OCC. Dr. Adams had worked as Faculty Department Chair for almost 30 years. For the past 12 years he was Executive Director of Marketing. Dr. Adams said it has been a great 42 years, and he appreciates all the people he had the opportunity to work with.

#### 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 Preliminary Budget Presentation 2010-11

Vice Chancellor of Administrative Services Clarence Brantley presented a PowerPoint presentation on OCC's 2010-11 preliminary budget. In April, Mr. Brantley will present the College budget.

4.3 College Facilities

**CONSENT AGENDA – MAINTENANCE PROJECTS**

Items 4.3.1 – 4.3.2 listed below on the Consent Agenda were enacted by one motion. No separate discussions of these items were requested.

Trustee Sullivan MOVED to approve items 4.3.1 through 4.3.2 listed on the Consent Agenda – Maintenance Projects. Trustee Scott seconded.

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

NAYS: None Motion Carried

4.3.1 The Board of Trustees 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>
Expressway Signage Orchard Ridge Campus OCC Project No. PF-OR10-012	\$46,600

4.3.2 The Board of Trustees 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>
Fourth Floor Dish Machine Replacement Building J, Orchard Ridge Campus OCC Project No. PF-OR10-007	\$35,600

**END OF CONSENT AGENDA – MAINTENANCE PROJECTS**

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

Trustee Ritter requested a list of the outstanding maintenance projects and their projected costs, which Clarence Brantley said he would provide.

#### 4.4 Contracts and Purchases

### **CONSENT AGENDA – CONTRACTS AND PURCHASES**

Items 4.4.1 through 4.4.3 listed below on the Consent Agenda were enacted by one motion. No separate discussions of these items were requested.

Trustee Ritter **MOVED** to approve items 4.4.1 through 4.4.3 listed on the Consent Agenda – Contracts and Purchases. Trustee Zimmerman seconded.

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

NAYS: None

Motion Carried

#### 4.4.1 Advanced Police Simunitions Training Oakland Police Academy Auburn Hills Campus

The Board of Trustees approved an agreement with General Dynamics OTS to provide scenario-based training at a cost not to exceed \$33,000 through December 2010 and authorized the Administration to execute same.

#### 4.4.2 Buff Whelan Chevrolet Vehicles College-Wide

The Board of Trustees approved the purchase of one 2009 truck with accessories as needed from Buff Whelan Chevrolet at a cost not to exceed \$35,861.

#### 4.4.3 Wireless Network Equipment College-Wide

The Board of Trustees approved the purchase of wireless network equipment from Delta Network Services at a cost not to exceed \$175,975.

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

## **5 UNFINISHED BUSINESS**

### **5.1 Oakland Community College Conflict of Interest and Code of Conduct Regarding the Financial Aid Office (Second Reading)**

Trustee Ritter MOVED to approve the Oakland Community College Conflict of Interest and Code of Conduct Regarding the Financial Aid Office. Trustee Zimmerman seconded.

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

NAYS: None Motion Carried

## 6 NEW BUSINESS

None

## 7 COMMUNITY COMMENTS

### 7.1 Board Member Reports and Comments

Trustee Scott noted that she had attended the 34<sup>th</sup> Annual Pottery Show, which was excellent. Ms. Scott also requested that an update on the millage be placed on the January agenda.

Trustee Sullivan commented that the December 7<sup>th</sup> Board meeting with the College Planning Council was very informative and productive.

Chair Bryant echoed Trustee Sullivan's comments on the meeting. She found it to be most informative and energizing. She also reported that Dr. Meyer, President Patricia Dolly, and she attended the 97th Basic Police Training Graduation on December 12<sup>th</sup>. Chair Bryant also reported she had received an unsolicited comment from a community member on the high quality of instruction at OCC.

The Board wished everyone a happy holiday season.

### 7.2 Organizations and Associations

OCCFA President Mary Ston advised the Board that at their recent election Nick Valenti was voted the new OCCFA president (effective January 2010).

## 8 ADJOURNMENT

Trustee Ritter MOVED to adjourn the meeting, and Trustee Davis seconded.

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

NAYS: None Motion Carried

Chairperson Bryant adjourned the meeting at 8:22 p.m.

Respectfully submitted,

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Cherie A. Foster

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Date

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Shirley J. Bryant, Chairperson

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Pamala M. Davis, Secretary



OAKLAND COMMUNITY COLLEGE®

**ACTION**

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BOARD AGENDA ITEM 4.1  
December 14, 2009

*PERSONNEL RECOMMENDATIONS*

Margaret Carroll

December 15, 2009



**FACULTY**

**Appointment**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Annual Salary</u></b>	<b><u>Benefits Cost*</u></b>	<b><u>Effective</u></b>	<b>2009-2010 Fiscal Year <u>Budget</u></b>
Babasyan, Samvel V.	Mathematics Teaching Faculty (replacement due to employee retirement)	RO/SF	\$56,986	\$27,068	01/11/10	X
Lawson, Daniel M.	Behavioral Sciences Teaching Faculty – Economics (replacement due to employee retirement)	HL	\$56,986	\$27,068	01/11/10	X

\*Note: The average cost of FICA, retirement and fringe benefits for full-time employees is 47.50% of annual base salary per the College budget.

**FACULTY**

**Temporary Appointment**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Salary</u></b>	<b><u>Benefits Cost*</u></b>	<b><u>Effective</u></b>	<b><u>2009-2010 Fiscal Year Budget</u></b>
Walker, Sandra L.	Mathematics Teaching Faculty	AH	\$25,110	\$6,175	01/11/10 – 05/03/10	X
Britton, Linda A.	Mathematics Teaching Faculty (replacement due to employee retirement)	AH	\$25,110	\$6,175	01/11/10 – 05/03/10	X
Burchart, Mary Jo	Natural Science Teaching Faculty (replacement due to employee sabbatical)	AH	\$25,110	\$6,175	01/11/10 – 05/03/10	X
Burdzinski, Carrie E.	Science Teaching Faculty (replacement due to employee transfer)	HL	\$25,110	\$6,175	01/11/10 – 05/03/10	X
Clark, Diana L.	Social Science Teaching Faculty – Mental Health/ Social Work	AH	\$25,110	\$6,175	01/11/10 – 05/03/10	X

\*Note: The average cost of FICA, and retirement is 24.59% of annual base salary per the College budget.

**FACULTY**

**Temporary Appointment (cont.)**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Salary</u></b>	<b><u>Benefits Cost*</u></b>	<b><u>Effective</u></b>	<b><u>2009-2010 Fiscal Year Budget</u></b>
Derisley, Bonnie A.	ASC (Academic Support Center Non-Teaching Faculty (replacement due to employee death)	SF	\$20,088	\$4,940	01/11/10 – 05/03/10	X
Mooty-Hoffman, Cindy L.	English Teaching Faculty (replacement due to employee sabbatical)	RO/SF	\$25,110	\$6,175	01/11/10 – 05/03/10	X
Nikiforov, Victoria	English Teaching Faculty (replacement due to employee retirement)	AH	\$25,110	\$6,175	01/11/10 – 05/03/10	X

\*Note: The average cost of FICA, and retirement is 24.59% of annual base salary per the College budget.

**FACULTY**

**Annual Contract**  
**Grant-Funded**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Annual Salary</u></b>	<b><u>Benefits Cost*</u></b>	<b><u>Effective</u></b>	<b><u>2009-2010 Fiscal Year Budget</u></b>
Barkell, Nina P.	Nursing Teaching Faculty - Nursing	HL	\$59,404	\$28,217	01/11/10 – 08/25/10	X
Maly, Angelika	Nursing Teaching Faculty – Nursing	HL	\$59,404	\$28,217	01/11/10 – 08/25/10	X

\*Note: The average cost of FICA, retirement and fringe benefits for full-time employees is 47.50% of annual base salary per the College budget.

**MANAGEMENT STAFF – NON-EXEMPT**

**Appointment**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Annual Salary</u></b>	<b><u>Benefits Cost*</u></b>	<b><u>Effective</u></b>	<b>2009-2010 Fiscal Year <u>Budget</u></b>
Elizondo, Robert A.	Emergency Services/CREST Training Coordinator Fire/EMS (replacement due to employee retirement)	AH	\$54,180	\$25,736	01/05/10	X

\*Note: The average cost of FICA, retirement and fringe benefits for full-time employees is 47.50% of annual base salary per the College budget.

**CLASSIFIED – PART-TIME**

**Appointment**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Salary</u></b>	<b><u>Benefits Cost*</u></b>	<b><u>Effective</u></b>	<b>2009-2010 Fiscal Year <u>Budget</u></b>
Pullins, Jennifer M.	Nursing Secretary (replacement due to employee transfer)	HL	\$13.49/hr.	\$3,450	01/05/10	X

**CLASSIFIED – PART-TIME**

**Transfer**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Salary</u></b>	<b><u>Benefits Cost*</u></b>	<b><u>Effective</u></b>	<b>2009-2010 Fiscal Year <u>Budget</u></b>
McKellar, Patricia M.	Library Learning Resources Technician (from Learning Resources Technician, RO)	OR	\$24.58/hr.	\$6,286	01/11/10	X

\*Note: The average cost of FICA, retirement and fringe benefits for part-time employees is 24.59% of annual base salary per the College budget.

**CLASSIFIED – FULL-TIME**

**Promotion**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Salary</u></b>	<b><u>Benefits Cost*</u></b>	<b><u>Effective</u></b>	<b>2009-2010 Fiscal Year <u>Budget</u></b>
Cook, Jessica L.	Photography (Digital) Paraprofessional (from part-time Paraprofessional, RO)	RO	\$20.53/hr.	\$20,284	12/21/09	X

\*Note: The average cost of FICA, retirement and fringe benefits for full-time employees is 47.50% of annual base salary per the College budget.

**MAINTENANCE – FULL-TIME**

**Appointment**

<b><u>Name</u></b>	<b><u>Department</u></b>	<b><u>Campus</u></b>	<b><u>Salary</u></b>	<b><u>Benefits Cost*</u></b>	<b><u>Effective</u></b>	<b><u>2009-2010 Fiscal Year Budget</u></b>
Cowles, Janette L.	Operations & Maintenance Building Custodian (replacement due to employee retirement)	HL	\$13.41/hr.	\$13,249	01/05/10	X
Kendall, Michelle L.	Operations & Maintenance Building Custodian (replacement due to employee separation)	OR	\$13.41/hr.	\$13,249	01/05/10	X
Halstead, John W.	Maintenance Facility Technician (replacement due to employee transfer)	HL	\$21.86/hr.	\$21,598	01/05/10	X

\*Note: The average cost of FICA, retirement and fringe benefits for full-time employees is 47.50% of annual base salary per the College budget.



**SEPARATIONS**

**Name**                      **Department**                                      **Campus**                                      **Effective**                                      **Reason for Separation**

None