



**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
August 16, 2011
Oakland Community College
Orchard Ridge Smith Theatre
27055 Orchard Lake Road
Farmington Hills, Michigan 48334**

1. GENERAL FUNCTIONS

1.1 Call to Order and Welcome

The meeting was called to order at 7:00 p.m. by Vice Chair Kelly, in the Smith Theatre at the Orchard Ridge Campus, 27055 Orchard Lake Road, Farmington Hills, Michigan.

1.2 Attendance

Present

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

Absent

Thomas Kuhn, Chair

1.3 Approval of Agenda

Trustee Sullivan MOVED to add “Chancellor Evaluation Form” to the agenda. Trustee Davis seconded.

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

NAYS: None

Motion Carried

The agenda was approved as amended.

1.4 Public Comments/Petitions

None

1.5 Student Presentation

None

1.6 Approval of Board Meeting Minutes

1.6.1 Approval of July 12, 2011 Special Board Meeting Minutes

Trustee Sullivan MOVED to accept the minutes of July 12, 2011, special board meeting. Trustee Zimmerman seconded.

AYES: Bryant, Davis, Kelly, Sullivan, Zimmerman

NAYS: None

ABSTAIN: Ritter (not in attendance) Motion Carried

1.6.2 Approval of July 12, 2011 Regular Board Meeting Minutes

Trustee Zimmerman MOVED to accept the minutes of July 12, 2011, regular board meeting. Trustee Sullivan seconded.

AYES: Bryant, Davis, Kelly, Sullivan, Zimmerman

NAYS: None

ABSTAIN: Ritter (not in attendance) Motion Carried

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

Foundation Golf Outing – Dr. Meyer encouraged everyone to participate in the “Golf for Scholarships” Outing at the Fieldstone Golf Course this Friday (8/19/11). This is an essential event supporting student scholarships.

Guests – Dr. Meyer welcome two distinguished guests who were present – Dr. George Boggs, President emeritus of AACC, and Dr. Bob Jenkins, retired Chancellor of Pima Community College in Arizona. They will help with the redesign process through support and counsel, as well as provide access to some of their expert networks.

MCCA 2011 Outstanding Alumnus Award (Andrew Feustel) – Dr. Meyer showed a photo of former OCC alumnus Drew Feustel receiving the MCCA 2011 Outstanding Alumnus of the Year Award at the MCCA Summer Workshop held in Traverse City. Dr. Feustel's wife, Indira, presented the award to him with their two sons in attendance. This was a wonderful reflection on OCC.

Pontiac Promise Zone – Dr. Meyer shared another photo showing the Chair of the City of Auburn Hills TIFA Authority awarding him, as representative of the Pontiac Promise Zone, \$400,000. He explained anyone who graduates from the Pontiac School District and is accepted to an accredited Michigan university/community college is eligible for Pontiac Promise Zone support for tuition and fees.

2.2 Staff Reports

None

2.3 Introduction of New Staff

President Gordon May introduced two new Highland Lakes Campus employees: Shari Buttrey – nursing secretary, and Callina Renee Henson – educational counselor.

3. ACADEMIC AND STUDENT AFFAIRS

3.1 Academic Senate Reports

None

3.2 Student Reports

None

3.3 Academic Initiatives

None

4. COLLEGE RESOURCES

4.1 Personnel Monitoring Report

4.1.1 The Board of Trustees reviewed the Personnel Monitoring Report.

4.1.2 Faculty Recommendations

Trustee Ritter MOVED to approve the updated Faculty Recommendations. Trustee Sullivan seconded.

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

NAYS: None

Motion Carried

Vice Chair Kelly congratulated Dennis Souter for his 26 years as librarian at the Auburn Hills Campus. Mr. Souter expressed he had a wonderful experience at OCC and enjoyed his time here very much. Although not in attendance, Vice Chair Kelly also congratulated Penny Ping who worked at the Orchard Ridge Campus for 22 years as a paraprofessional in the ASC and as a business office specialist. Both individuals will retire the end of August.

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.

4.3 College Facilities

4.3.1 Stair/Aisle Handrails

Lila Jones-Johnson Theater

Royal Oak Campus

OCC Project No. PF-RO011-014

Trustee Ritter 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 above-referenced project at a projected cost of \$80,100. Trustee Bryant seconded.

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

NAYS: None Motion Carried

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

Mr. Brantley presented a PowerPoint presentation entitled "Off-the-Shelf Facilities Plan." The presentation included an introduction of what the ideal facilities plan could look like, the overview of facilities operations, and a view of each campus/site with discussion of future planned projects.

4.4 Contracts and Purchases

CONSENT CALENDAR – CONTRACTS AND PURCHASES

Trustee Sullivan requested item 4.4.3 be removed from the Consent Calendar.

Trustee Ritter requested items 4.4.1, 4.4.4, 4.4.5, 4.5.6, and 4.5.7 be removed from the Consent Calendar.

Trustee Ritter MOVED to approve the Consent Calendar item 4.4.2. Trustee Bryant seconded.

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

NAYS: None Motion Carried

4.4.2 2011-2012 Agency Affiliations
Nursing and Health Professions and Technologies
College-Wide

The Board of Trustees approved the College's agency affiliation with the facilities noted and authorized the Chairperson to execute any new agreement as necessary.

END OF CONSENT CALENDAR – CONTRACTS AND PURCHASES

4.4.1 Data and Voice Services
College-Wide

Trustee Ritter MOVED the Board of Trustees approve the use of AT&T for Data and Voice services for a period of 36 months at an annual cost not to exceed \$696,000. Trustee Davis seconded.

Trustee Ritter inquired if this item also provides services for the trustees. Robert Montgomery, IT Executive Director of Infrastructure, indicated if a trustee's equipment is provided by the College then their service would be covered by AT&T under this item.

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

NAYS: None Motion Carried

4.4.3 Managed Document Output
Print, Mail and Distribution Services
College-Wide

Trustee Ritter MOVED the Board of Trustees approve an agreement with Applied Imaging to provide equipment, Print Management System, service, supplies and other necessary components and accessories for a period of four years at a cost not to exceed \$420,000 annually effective September 6, 2011. Trustee Bryant seconded.

Trustee Sullivan questioned how this item could go from a \$22,576 bid to \$420,000 as outlined in the motion. Purchasing Director Gheretta Harris responded the annual amount of \$420,000 also includes the service and supplies for this equipment.

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

NAYS: None Motion Carried

4.4.4 Contract Training Services with Boundary Systems, LTD
Economic and Workforce Development

Trustee Ritter MOVED the Board of Trustees approve the use of Boundary Systems, LTD for training and facilitation services at a cost not to exceed \$1400/day for services delivered through June 30, 2012. Trustee Davis seconded.

Trustee Ritter questioned what the financial benefit is for our community college.

Interim Chief Strategic Development Officer Sharon Miller responded we cover the cost of training plus a mark-up on the fee covering the associated staff support. More importantly, we foster relationships and partnerships with these businesses, as well as relationships with placement services, internships, co-ops, etc..

Trustee Ritter expressed her concern that it costs our staff \$1,400 a day for the training, and asked if the Board could be apprised of the money we have recouped from these training services. She is interested in the bottom line. Ms. Miller said she will work with financial services to review the request.

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

NAYS: None Motion Carried

4.4.5 Contract Training Services with Incompass Learning Solutions, LLC
Economic and Workforce Development

Trustee Ritter MOVED the Board of Trustees approve the use of Incompass Learning Solutions, LLC for training and facilitation services for an amount not to exceed \$850/day for services delivered through June 30, 2012. Trustee Bryant seconded.

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

NAYS: None Motion Carried

4.4.6 Contract with Integral Operations, Incorporated
Economic and Workforce Development

Trustee Ritter MOVED the Board of Trustees approve the use of Integral Operations, Incorporated for training and facilitation services for an amount not to exceed \$775/day for services delivered through June 30, 2012. Trustee Zimmerman seconded.

Trustee Davis referenced the asterisk under the bidders that states “Integral Operations, Inc. offers a broader selection of course titles” and inquired if the College actually would take advantage of the broader selection of course titles offered by this vendor.

Ms. Miller responded it is to the College’s advantage to have the broader selection of programs available since often it will be necessary when seeking specialization in such areas as health care or defense.

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

NAYS: None Motion Carried

4.4.7 Contract Training Services with M. H. Technologies, LLC
Economic and Workforce Development

Trustee Ritter MOVED the Board of Trustees approve the use of M. H. Technologies, LLC for training and facilitation services in an amount not to exceed \$1200/day through June 30, 2012. Trustee Davis seconded.

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

NAYS: None Motion Carried

5 UNFINISHED BUSINESS

5.1 None

6 NEW BUSINESS

6.1 Board Goals

Trustee Bryant MOVED to approve the Board’s goals for 2011-12. Trustee Sullivan seconded.

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

NAYS: None Motion Carried

6.2 Chancellor Goals

Trustee Sullivan MOVED to approve the Chancellor's goals for 2011-12 as presented.
Trustee Zimmerman seconded.

Trustee Zimmerman mentioned that in the Board's special meeting the Chancellor's goal of completing the redesign process was discussed. Under "establish organizational expectations for 2015" and "develop academic programming priorities through 2015," the Board spoke about having these items clarified and brought back to the Board. Trustee Zimmerman asked if these are going to be clarified and are they going to be made clearer to the Board on how to proceed on these goals.

Dr. Meyer stated that both of those items are part of the redesign process. For item 4., "develop academic programming priorities through 2015," it's part of the developmental process of putting together an academic master plan. Part of the outcome is to establish a definitive set of academic priorities for that time period. "Establish organizational expectations for 2015" is part of the redesign process in to define specific organizational targets in order to achieve organizational sustainability by 2015.

Trustee Zimmerman said she is not specifically looking for Dr. Meyer to define them, but 2015 is a long way out and she asked if the Board would be receiving an update either every six months or during some period, so that the Board would be able to gauge the whole process.

Dr. Meyer said there will be quarterly reports to the Board providing updates on these items.

Trustee Davis responded it was agreed to in a previous special meeting reports would be on a quarterly basis and offered to bring her notes in for Trustee Zimmerman.

Trustee Ritter stated she is not opposed to any of the goals and will not be able to vote on them since she was not in attendance at these meetings. She also questioned the shared governance process and the role of the Senate in the Academic Master Plan.

Dr. Meyer stated the College already went through a year of self-examination by a number of internal groups. For example, review of administrative services was examined by 24 teams put together across employee groups throughout the College. As to the Academic Master Plan, Dr. Meyer said the College Planning Council has spent the last three years designing the principles and strategic outcomes that will direct the Academic Master Plan. The Senate also provided a forum for public comment on all work and reports done to date.

AYES: Bryant, Davis, Kelly, Sullivan, Zimmerman

NAYS: None

ABSTAIN: Ritter

Motion Carried

6.3 Chancellor Evaluation Form

Trustee Sullivan MOVED to accept the Chancellor Evaluation Form produced during the Board's special meetings. Trustee Bryant seconded.

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

NAYS: None Motion Carried

7 COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Trustee Sullivan notified the Board and meeting attendees as the Foundation treasurer he would be pleased to enroll anyone for the golf outing. There is a dramatic need for scholarships and participation would be very appreciated.

Trustee Ritter commended on how wonderful the Orchard Ridge Campus looks.

Trustee Bryant announced Dr. Meyer was elected Vice Chair of the MCCA Presidents Committee at their Summer Workshop in Traverse City. She continued this is quite an honor for OCC.

Trustee Davis echoed Trustee Ritter's sentiments on how meticulous everything looks at the Campus. She also thanked Mr. Brantley for his facilities presentation.

Trustee Bryant stated she believes the Board needs to vote today to elect two delegates for the ACCT convention in October. Trustee Bryant MOVED to nominate Trustee Davis and Trustee Zimmerman to serve as Oakland Community College's voting delegates at the ACCT 42nd Leadership Congress to take place in Dallas, Texas on October 12-15, 2011. Vice Chair Kelly called for the vote.

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

NAYS: None Motion Carried

7.2 Organizations and Associations

None

Trustee Sullivan MOVED to go into Closed Session for the purpose of an update on labor negotiations. Trustee Zimmerman seconded.

Vice Chair Kelly requested a roll call be taken at 8:20 p.m. to go into Closed Session for the purpose of receiving an update on labor negotiations.

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

NAYS: None Motion Carried

The Board of Trustees returned to Open Session after adjournment of the Closed Session at 8:44 p.m.

7.3 Oakland Community College and Police Officers Labor Council (POLC)

Trustee Davis MOVED the Board of Trustees approve the collective bargaining agreement with the Police Officers Labor Council covering the period of July 1, 2011 through June 30, 2012. Trustee Sullivan seconded.

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

NAYS: None Motion Carried

7.4 Oakland Community College and Teamsters Local 214 Administrative and Management Staff Labor Agreement

Trustee Davis MOVED the Board of Trustees approve the collective bargaining agreement with Teamsters Local 214 covering the period of July 1, 2011 through June 30, 2012. Trustee Sullivan seconded.

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

NAYS: None Motion Carried

Trustee Sullivan MOVED to go into a second Closed Session for the purpose of discussing the Chancellor's evaluation. Trustee Bryant seconded.

Vice Chair Kelly requested a roll call be taken at 8:47 p.m. to go into a second Closed Session for the purpose of discussing the Chancellor's evaluation.

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

NAYS: None Motion Carried

The Board of Trustees returned to Open Session after adjournment of the second Closed Session at 9:05 p.m.

Trustee Davis MOVED to approve the Chancellor's evaluation. Trustee Sullivan seconded.

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

NAYS: None Motion Carried

8 ADJOURNMENT

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

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

NAYS: None

Motion Carried

Vice Chair Kelly adjourned the meeting at 9:06 p.m.

Respectfully submitted,

Cherie A. Foster

Date

Daniel Kelly, Vice Chair

Pamala M. Davis, Secretary