



**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
May 15, 2012
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 Vice Chair Kelly.

1.2 Attendance

Present

Thomas Kuhn, Chair (arrived at 7:03 p.m.)

Daniel Kelly, Vice Chair

Pamala Davis, Secretary

Thomas Sullivan, Treasurer

Shirley Bryant, Trustee

Anna Zimmerman, Trustee

Absent

Sandra Ritter, Trustee

1.3 Approval of Agenda

Trustee Sullivan moved to approve the agenda as amended. Trustee Bryant seconded.

AYES: Bryant, Davis, Kelly, Sullivan, Zimmerman

NAYS: None

Motion Carried

1.4 Public Comments/Petitions – None

1.5 Student Presentation – None

1.6 Approval of April and May Board Meeting Minutes

1.6.1 Approval of April 17, 2012 Regular Meeting Minutes

Trustee Bryant MOVED to accept the minutes of the April 17, 2012 regular Board meeting. Trustee Davis seconded.

AYES: Bryant, Davis, Kelly, Sullivan, Zimmerman

NAYS: None Motion Carried

1.6.2 Approval of May 1, 2012 Special Meeting Minutes

Trustee Sullivan MOVED to accept the minutes of the May 1, 2012 special Board meeting. Trustee Zimmerman seconded.

AYES: Bryant, Davis, Kelly, Sullivan, Zimmerman

NAYS: None Motion Carried

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

Dr. Meyer discussed the veterans' services program located at OCC's Auburn Hills Campus. OCC has one of the largest veteran enrollments in Michigan.

2.2 Staff Reports

Dr. George Boggs provided the Board with an update as to CBT activity with the College.

2.3 Introduction of New Staff

Dr. Meyer introduced the following individuals: William (Bill) MacQueen – Interim Chief Human Resources Officer; Robert Montgomery – Interim Chief Information Officer; and Phillip Bertolini – Visiting Chief Information Officer.

3. ACADEMIC AND STUDENT AFFAIRS

3.1 Academic Senate Reports - None

3.2 Student Reports

Ms. Elynn Parks, student representative from the Highland Lakes Campus, provided an update to the Board on various campus student life activities.

3.3 Academic Initiatives

Dr. Meyer addressed the Board on “Student Transfer Success,” which falls under OCC strategic priorities Transfer Readiness. Approximately 45% of our students plan to transfer, with about 50% of those students obtaining an OCC credential before transferring. Some of the top four-year colleges OCC students transfer to are: Oakland University, Wayne State University, and Michigan State University.

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 Bryant MOVED to approve the revised Faculty Recommendations Report. Trustee Zimmerman seconded.

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

NAYS: None Motion Carried

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 had no questions regarding the General Fund Budget Status Report.

4.2.3 2012-2013 Proposed General Fund Budget

Vice Chancellor of Administrative Services Clarence Brantley presented the proposed 2012-2013 General Fund Budget. The budget is based on a proposed seven percent increase in tuition for in-district students and an eleven percent increase for out-of-district and out-of-state students for the next five budgetary years.

Trustee Sullivan requested a list of the College’s accounts receivables, and Chair Kuhn requested Mr. Brantley to provide that to the Board.

4.3 College Facilities

- 4.3.1 Trench Drain/Slop Sink – HVAC Lab A216
Building A
Auburn Hills Campus
OCC Project No. PF-AH12-015

Trustee Zimmerman MOVED to approve the above-referenced project. Trustee Bryant seconded.

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

NAYS: None Motion Carried

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

4.4 Contracts and Purchases

CONSENT CALENDAR – CONTRACTS AND PURCHASES

Trustee Sullivan requested item 4.4.1 be removed from the Consent Calendar.

Items 4.4.2 through 4.4.6 listed below on the Consent Calendar – Contracts and Purchases were enacted by one motion. No separate discussions of these items were requested.

Trustee Kelly MOVED to approve items 4.4.2 through 4.4.6 on the Consent Calendar - Contracts and Purchases. Trustee Zimmerman seconded.

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

NAYS: None Motion Carried

- 4.4.2 Contract with M. H. Technologies, LLC
Economic and Workforce Development

The Board of Trustees approved a contract with M. H. Technologies, LLC for a total amount not to exceed \$294,000 for training and facilitation services delivered through June 30, 2013.

- 4.4.3 Contract with Saratech, Inc.
Economic and Workforce Development

The Board of Trustees approved a contract with Saratech, Inc. for training and facilitation services in an amount not to exceed \$171,000 through June 30, 2013.

4.4.4 Fresh Produce Distributor
Culinary Arts – Orchard Ridge

The Board of Trustees approved the use of Simon Leeman for perishable produce items at a cost not to exceed \$75,000 for the 2011-2012 fiscal year.

4.4.5 Fresh Seafood Distributor
Culinary Arts – Orchard Ridge

The Board of Trustees approved the use of Northern Lakes Seafood at a cost not to exceed \$75,000 for the 2011-2012 fiscal year.

4.4.6 Apple Computers
Orchard Ridge Campus

The Board of Trustees approved the purchase of the 25 iMac computers from Apple Computer Company at a cost not to exceed \$55,000.

END OF CONSENT CALENDAR – CONTRACTS AND PURCHASES

4.4.1 2012-2013 Agency Affiliations
Nursing and Health Professions and Technologies
College-Wide

Trustee Sullivan inquired if all of the affiliation agreements were looked at annually. Jayne Lobert from Nursing Faculty responded the agreements are reviewed, evaluated, and recommendations are made whether to renew or cancel agreements.

Trustee Davis MOVED the Board of Trustees approve the College's agency affiliation with the facilities presented, and authorized the Chairperson to execute any new agreement as necessary. Trustee Bryant seconded.

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

NAYS: None Motion Carried

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

6.1 Construction Management Services – College-Wide

Dr. Meyer explained while going through the RFP with the Board a better process could be developed. Our initial approach was to break the process into two pieces: go forward with an RFP to an architectural/engineering firm to do an assessment of our facilities and provide the College with a reasonable maintenance schedule on repair to be supported by the construction firms noted in your Board packets. After further consideration, we propose renewing George Auch's contract for no more than two years to allow Administration to build a complete process for the College to determine constructions needs, obtain competitive bids, and provide project oversight.

Trustee Sullivan MOVED the Board of Trustees approve extension of the current contract with George W. Auch Company for up to two additional years to allow the College to move to a new construction management process allowing for engineering/architectural/academic planning, competitive construction bidding, and project oversight. Trustee Bryant seconded.

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

NAYS: None Motion Carried

6.2 Drug Free Workplace Policy and Procedure Revisions, Use of College Facilities and Services Procedure Revisions, and Repeal Drug Free Environment Policy – College-Wide

Trustee Davis MOVED to approve the first reading of the revisions to the Drug Free Workplace Policy and Procedure 0.0.5 (to be renamed Drug and Alcohol Abuse Free College) and Use of College Facilities and Services Procedure 5.2, and to repeal Drug Free Environment Policy 2.7. Trustee Sullivan seconded.

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

NAYS: None Motion Carried

6.3 2012-2013 Board of Trustees Regular Meeting and Conference Schedule

Chair Kuhn indicated he had a conflict with the February 19th regular Board meeting and asked it be rescheduled to the following Tuesday, February 26th. The Board had no objections to this change.

Trustee Davis MOVED to approve the 2012-2013 Board of Trustees Regular Meeting and Conference Schedule dates as amended with the new February 26th meeting date, approve the attendance of Board members at the conferences noted, and authorize related travel expenses. Trustee Sullivan seconded.

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

NAYS: None Motion Carried

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Trustee Davis commented the Board is proud of OCC's Controller Gail Pitts on her nomination to interview for the Detroit's Financial Advisory Board.

Chair Kuhn thanked Student Representative Elynn Parks for her three-month service on the Board.

7.2 Organizations and Associations - None

8. ADJOURNMENT

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

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

NAYS: None Motion Carried

Chair Kuhn adjourned the meeting at 8:50 p.m.

Cherie A. Foster

Date

Thomas Kuhn, Chair

Pamala M. Davis, Secretary