



**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
August 21, 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 Chair Kuhn.

1.2 Attendance

Present

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

Absent

None

1.3 Approval of Agenda

Trustee Kelly MOVED to approve the amended agenda, including review of the Board minutes from the June 19<sup>th</sup> Special and Regular meetings. Trustee Sullivan seconded.

AYES: Bryant, Davis, Kelly, Kuhn, Ritter, 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 June 19, 2012 Special Meeting Minutes

Trustee Ritter MOVED to accept the minutes of the June 19, 2012 special Board meeting. Trustee Kelly seconded.

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

NAYS: None Motion Carried

### 1.6.2 Approval of June 19, 2012 Regular Meeting Minutes

Trustee Bryant MOVED to accept the minutes of the June 19, 2012 regular Board meeting. Trustee Zimmerman seconded.

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

ABSTAIN: Ritter

NAYS: None Motion Carried

### 1.6.3 Approval of July 20, 2012 Special Meeting Minutes

Trustee Kelly MOVED to accept the minutes of the July 20, 2012 special Board meeting. Trustee Bryant seconded.

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

NAYS: None Motion Carried

## 2. CHANCELLOR'S REPORT

### 2.1 Chancellor's Comments

Dr. Meyer attended a press conference at Hewlett Packard in Pontiac to celebrate a \$5 million U.S. Department of Labor grant for a technical talent program. Supported by both OCC and the Oakland County Michigan Works Program, this program supports the rapid training of dislocated workers bringing them into this technical environment.

Secondly, Dr. Meyer stated OCC will participate in Patriot Week (between September 11<sup>th</sup> and September 17<sup>th</sup> (Constitution Day), which is a grassroots movement resulting from Michigan State Senate and House resolutions. Some of the events and activities Student Life is hosting at the various campuses include voter registration fairs, free copies of the Constitution, and a film on the Constitution.

## 2.2 Staff Reports

- 2.2.1 BART Process Report – Terry McCauley, Director of Public Safety, presented an overview of the College’s Behavioral Assessment Review Team (BART) process. Mr. McCauley distributed a BART handbook to the Board for their review as to how the program works.
- 2.2.2 IT Report – Robert Montgomery, Interim Chief Information Officer, and Phil Bertolini, Guest CIO, addressed the Board regarding the IT Department Re-Design. The three main initiatives in the re-design are governance, transparency, and project management. The next steps will be to set up the IT Governance structure, establish the Project Management Office, Publish IT Project Status website, and complete and publish the Service Catalog.

## 2.3 Introduction of New Staff

In President Dolly’s absence, Dean Henry Tanaka introduced Quincy Norwood, English Faculty member at the Auburn Hills Campus.

President Gordon May introduced Joanne Forbes, Sign Language Faculty member at the Highland Lakes Campus.

President Jacqueline Shadko introduced Robyn Tennison, a new English faculty member at the Orchard Ridge Campus.

President Steven Reif introduced Maria Blugerman, Faculty Office Secretary; Michelle May – Faculty Counselor; and Carlespie McKinney, Business Faculty member at the Royal Oak/Southfield Campus.

## 3. ACADEMIC AND STUDENT AFFAIRS

- 3.1 Academic Senate Reports – College Academic Senate Chair Shawn Dry notified the Board the Senate has completed a review of the Liberal Arts degree for the first time.

Mr. Dry also noted Ms. Mary Ann McGee held the position of Senate Chair for 6.5 years, and thanked her for a fantastic job.

He reported September 7<sup>th</sup> is Staff Development Day where faculty and administrators meet and look at upcoming things for the year and receive some training.

- 3.2 Student Reports - None

- 3.3 Academic Initiatives - “The Completion Agenda – Part I” – In the interest of time, Dr. Meyer will defer this presentation to the next regular Board meeting.

#### 4. COLLEGE RESOURCES

##### 4.1 Personnel Monitoring Report

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

Trustee Ritter inquired about a Student Affairs position. Dr. Meyer was unsure of what position she was referring to, and Trustee Ritter was unable to provide an answer. She said she would go back to her notes. Trustee Zimmerman inquired if this position shouldn't wait until CBT has completed their review. Without knowing the specific position, Dr. Meyer was unable to address the question. Chair Kuhn asked for Administration to look into this and provide the Board with a report.

4.1.2 Faculty Recommendations

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

Trustee Ritter asked why a nursing faculty position's salary is lower than other departments. President May responded the nursing position is just a temporary position for the fall semester.

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

NAYS: None Motion Carried

On behalf of the Board, Chair Kuhn and Dr. Meyer thanked Sandra Thornton, speech faculty at Orchard Ridge, for her 28 years of service with OCC.

##### 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.

##### 4.3 College Facilities

4.3.1 The Board of Trustees reviewed the Progress Report – Construction Projects. Trustee Ritter asked if page 4 of the report explains each of the individual projects within the summary on page 2. Controller Gail Pitts responded that it does.

#### 4.4 Contracts and Purchases

Trustee Ritter requested items 4.4.7 and 4.4.10 be removed for further discussion.

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

Items 4.4.1 through 4.4.6 and 4.4.8 through 4.4.9 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 4.4.6 and 4.4.8 through 4.4.9 on the Consent Calendar - Contracts and Purchases. Trustee Davis seconded.

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

NAYS: None Motion Carried

##### 4.4.1 Bus Chartering Services Athletic Department

The Board of Trustees approved a three-year agreement with Trinity Transportation Group at an annual cost not to exceed \$67,481.

##### 4.4.2 Additional Licenses for Document Management College-Wide

The Board of Trustees approved 50 additional licenses, and the Business Insight reporting module, from Perceptive Software, LLC, at a cost not to exceed \$130,340.

##### 4.4.3 Internet Service Provider College-Wide

The Board of Trustees approved a contract with Merit Networks at a cost not to exceed \$80,400 annually for a period of 36 months.

##### 4.4.4 Server Back-Up Solution College-Wide

The Board of Trustees approved the use of AdvizeX Technologies, LLC to provide the EMC Avamar solution at a cost not to exceed \$90,401.

4.4.5 Video Content Management System (CMS)  
College-Wide

The Board of Trustees approved the use of Multicast Media Technologies, Inc., a KIT Digital Co., to provide a video content management system at a cost not to exceed \$78,000 through June 30, 2013.

4.4.6 Pro-Tech Professional Technical Services, Inc.  
Economic and Workforce Development

The Board of Trustees approved the use of Professional Technical Services, Inc. for training and facilitation services in an amount not to exceed \$500,000 through June 30, 2013.

4.4.8 Affiliation Agreement with Deer Lake Athletic Club  
Exercise Science and Technology  
Highland Lakes Campus

The Board of Trustees approved the College entering into an agreement with Deer Lake Athletic Club, 6167 White Lake Road, Clarkston, Michigan 48346, and authorized the Chairperson to execute the agreement.

4.4.9 Janitorial Equipment  
Royal Oak and Southfield Campuses

The Board of Trustees approved the purchase of the janitorial equipment from Industrial Cleaning Supply at a cost not to exceed \$52,906.

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

4.4.7 Vector CANtech, Inc.  
Economic and Workforce Development

Trustee Ritter MOVED the Board of Trustees approve the use of Vector CANtech, Inc. for training services at a cost not to exceed \$90,000 for training delivered through June 30, 2013. Trustee Davis seconded.

Trustee Ritter asked why does the company for whom we are providing training have the right to tell us who they want the training from. She continued by asking whether the College should look for trainers at a more nominal cost. Vice Chancellor of External Affairs Sharon Miller replied in this particular instance it is the vendor who created the product, so this is a unique circumstance where the vendor is the only one who can provide the training. Ms. Miller added other training opportunities are posted internally to offer it to faculty first. If they

are unable to fill the position, we then go through our Purchasing Department to procure a vendor.

Trustee Ritter said she has a difficult time understanding how we can spend \$4,500 to \$5,000 a day for this training which only fits Chrysler. Ms. Miller confirmed Chrysler is completely paying for the training.

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

NAYS: None Motion Carried

4.4.10 Affiliation Agreement with Park Geriatric Villages  
Health Care Administration  
Southfield Campus

Trustee Ritter MOVED the Board of Trustees approve the College entering into an agreement with Park Geriatric Village, 111 Ford Avenue, Highland Park, Michigan 48203, and authorize the Chairperson to execute the agreement. Trustee Bryant supported.

Trustee Ritter referred to the Needs Statement and asked what is the criteria we use to determine a place of business meets the needs of the program. Dr. Meyer responded it will be within the program to determine specifically what the educational needs are for the affiliation.

Trustee Zimmerman inquired if students will be doing an internship at this facility. Dr. Meyer said they could be, he can't speak specifically as to what the nature of the affiliation is. It just provides us access to their facilities because they are deemed academically appropriate. Ms. Zimmerman commented our internships for this particular program have not been successful in the past, and she said it would be important to see what the criteria is that is being used for this institution. For this particular program, she would like to see how successful these students are in their internships. Dr. Meyer responded we can provide that information.

Trustee Davis commented she doesn't think our students should be going to facilities outside of Oakland County. She was also concerned about the safety of the students.

AYES: Bryant, Kelly, Kuhn, Sullivan

NAYS: Davis, Ritter, Zimmerman Motion Carried

**5. UNFINISHED BUSINESS - None**

**6. NEW BUSINESS - None**

**7. COMMUNITY COMMENTS**

7.1 Board Member Reports and Comments

Trustee Zimmerman announced she will not be running again for the Board of Trustees. She commented she enjoyed her time at OCC, and thanked everyone.

7.2 Organizations and Associations

OCCFA President Mary Ann McGee thanked the Board in advance for its anticipated approval of the new faculty labor agreement. This was part of a collaborative effort, and they are pleased with the outcome. Ms. McGee especially thanked Bill MacQueen, Stan Moore and Dr. Meyer for their openness, flexibility, and support in bringing the contract to fruition.

Trustee Sullivan MOVED for the Board to go into closed session for the purpose of receiving an update on labor negotiations and to discuss the Chancellor's evaluation. Trustee Kelly seconded.

Chair Kuhn requested a roll call be taken at 8:12 p.m. to go into closed session for the purpose of receiving an update on labor negotiations and to discuss the Chancellor's evaluation.

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

NAYS: None

Motion Carried

The Board returned to open session after adjournment of the closed session at 8:50 p.m.

7.3 Oakland Community College and Oakland Community College Faculty Association (OCCFA) 2012-2015

Trustee Kelly MOVED that it is resolved the Board of Trustees of Oakland Community College hereby approves and ratifies the tentative collective bargaining agreement between the College and the Oakland Community College Faculty Association covering the period of September 1, 2012 through August 31, 2015 contingent upon approval and ratification of the tentative collective bargaining agreement by the Oakland Community College Faculty Association membership at a vote to be held on August 29, 2012.

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

NAYS: None

Motion Carried



Trustee Kelly MOVED for the Board to go back into closed session for the purpose of discussing the Chancellor's evaluation. Trustee Sullivan seconded.

Chair Kuhn requested a roll call be taken at 8:54 p.m. to go into closed session for the purpose of discussing the Chancellor's evaluation.

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

NAYS: None

Motion Carried

The Board returned to open session after adjournment of the closed session at 9:00 p.m.

## 8. ADJOURNMENT

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

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

NAYS: None

Motion Carried

Chair Kuhn adjourned the meeting at 9:01 p.m.

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Cherie A. Foster

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Date

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Thomas Kuhn, President

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Pamala M. Davis, Secretary