



OAKLAND  
COMMUNITY  
COLLEGE

# Board Digest

George A. Bee Administration Center  
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## **Regular Meeting November 16, 2009**

**Note:** A special meeting to discuss the strategic plan and to interview prospective law firms preceded the regular meeting.

### **Chancellor's Report**

Chancellor Tim Meyer reported on the international CIT Conference hosted by the League for Innovation at Cobo Hall last month. Chancellor Meyer presided over the event's General Session, which concentrated on the Future of IT. Sixty-two OCC IT volunteers, 12 of whom were presenters, served as support staff at this outstanding event.

Chief Information Officer Andrew Hillberry noted that the college reached an unprecedented high of 50 percent of its fall projections in the first three days of registration, though this trend may not hold through the end of the registration period. In any case, the figures indicate that students are preparing earlier, and are a tribute to the efficiency of the counseling staff. We may well experience a major increase in enrollments this winter, Mr. Hillberry added.

Director of Public Safety Terry McCauley distributed copies of the Department of Public Safety Annual Report, which contains information on crime statistics, the department's organizational structure, projects and mandated Clery Act data.

Acting Chief Strategic Development Officer Cheryl Kozell presented a report on the ceremony held October 23 to re-name the OCC Foundation headquarters the "Doris Mosher Foundation House", and marking the culmination of a series of activities celebrating the Foundation's 30<sup>th</sup> anniversary. In spite of inclement weather, 75 people attended the event, which featured remarks by OCC Board Chair Shirley Bryant, Foundation Board Chair Lee Green, Mrs. Mosher's husband George, son Doyle and brother Doyle Dodge.

Royal Oak CIS paraprofessional Jo Prescott was presented with a certificate and retirement gift by the board.

Chancellor Tim Meyer introduced Dr. Martha Smydra, who has returned from retirement to serve as interim vice chancellor of academic affairs.

### **Academic and Student Affairs**

College Academic Senate Chair Mary Ann McGee reported that all campus senates met last week, and that the next college-wide meeting will be in December.

Student Tricia Gonzalez, vice president of the Auburn Hills Phi Theta Kappa chapter, presented an overview of upcoming Student Life-related activities at the various campuses, including a Gleaners' Food Drive at Auburn Hills; a December 12 Poetry Night at Highland Lakes; the fifth annual Warm Clothing Collection at Royal Oak/Southfield; and a Community Resources Fair at Orchard Ridge.

Dean of Economic and Workforce Development Sharon Miller briefed the board on the fast-growing field of computerized medical record keeping. A partnership has been established between electronic giant Cisco, and five schools – OCC, Henry Ford, Macomb, Baker and Davenport to develop curricula in fields such as electronic medical records, which will enable current IT professionals and others to move into the health care fields.

Vice Chancellor of Administrative Services Clarence Brantley reported that due to lower property tax

collections college revenues are \$7 million lower than last year; the college had budgeted for a \$6 million loss.

Craig Roshak of the audit committee presented a brief report on the group's activities and noted that it will soon provide recommendations on a Whistle Blower procedure. He also suggested that management provide regular reports to the committee on the status of corrective actions.

Rick DiBartolomeo of the college's audit firm, Rehmann Robson, presented the 2008-09 annual audit, noting that the company had received full cooperation from college staff, and that there were no disagreements with college management. Mr. DiBartolomeo stated that his firm is in the process of finalizing a separate report on the OCC Foundation.

The monthly report on the progress of millage-funded renovation projects was submitted.

#### **College Resources**

Recommendations for continuing contracts were approved for faculty members Nahrein Atkinson (counseling, RO/SF), Robert Featherstone (applied technologies, AH), and Mary Moon (English, AH). Kathleen Andreassi was appointed secretary (part-time) of the Auburn Hills Athletic Department.

#### **Consent Agenda – Contracts and Purchases**

The following contracts were approved via consent agenda procedure: medical and fire dispatch training for the Oakland Police Academy from Priority Dispatch Corporation for \$44,520; college-wide software (ADI Systems Solution Pack) from Studica for \$29,995; interpreter services from Deaf & Hearing Impaired Services at a rate of \$36 per hour; continuation of a contract with Guardian Alarm Company to provide alarm monitoring services, equipment, installation and systems maintenance for \$26,696 annually; purchase of COMPASS placement test scantron sheets from Delta College for \$84,700; rental of the Palace of Auburn Hills for the 2010 commencement for \$50,000; technology enhanced classroom equipment and installation services from the low bidder, National Satellite, for \$11,775 per system.

#### **Unfinished Business**

Vice Chancellor Brantley described the bidding process to secure the services of an investment management firm for the college, and noted the imminent passage of legislation, similar to that in place for K-12 systems, that makes college investments far more secure.

The board selected the law firm of Butzel Long to provide legal services to the college.

#### **New Business**

Board policy language covering Conflict of Interest and a Code of Conduct Regarding the Financial Aid Office, as required by the federal Higher Educational Opportunities Act, was lodged for vote at the December board meeting.

#### **Comments**

Board Chair Shirley Bryant reported on her participation in a tour of college sites hosted and narrated by Founding Board Chair George Mosher for the Birmingham Senior Men's Club on November 12. The event's finale was a gourmet lunch served by the Culinary Studies Institute at the Orchard Ridge Campus. Trustee Anna Zimmerman expressed her concern that the college is properly prepared with hand sanitizers to counter H1N1 flu concerns. Vice Chancellor Brantley assured the board that hand sanitizers are being strategically placed throughout the college, and will remain in place through the end of the flu season. Chairperson Bryant expressed the board's appreciation to Coco Siewert, an expert in parliamentary procedure, who has worked with the trustees in this and other matters. Ms. Bryant also thanked the board's consultant, Eric Craymer for his services.

The board moved into closed session for an update on labor matters.

***For further information on this session, contact College Communications (248) 341-2122.***