



George A. Bee Administration Center
2480 Opdyke Road, Bloomfield Hills, MI 48304-2266

Phone 248.341.2000
Fax 248.341.2126

Organizational Meeting January 24, 2011

Thomas Kuhn was elected chair of the OCC Board of Trustees, Dan Kelly was elected vice-chair, Pamala Davis, secretary and Thomas Sullivan, treasurer. The board officers will serve for the next two years.

Regular Meeting January 24, 2011

NOTE: The December, 2010 Board Meeting was canceled due to inclement weather.

Orchard Ridge Campus President Jacqueline Shadko presented a video on the OCC Forensics Team and the upcoming OCC-EMU Performance Festival narrated by English/Speech faculty member and forensics advisor Carole Bennett.

Chancellor's Report

Chancellor Tim Meyer noted that two significant events occurred last week: OCC winter enrollment reached an all-time record of 29,693, and the State of the College address was broadcasted from the Smith Theatre. Student Credit Hours decreased slightly this winter, however, meaning less revenue to provide services to increasing numbers of students. We are doing everything we can to be frugal, the chancellor said, and have not capped enrollment as some other community colleges have.

The State of the College address was watched by well over 1,000 employees, the chancellor noted, and will be available on both InfoMart and the college's website for the next month.

Highland Lakes Campus President Gordon May presented an overview of his campus' programs, student demographics, facilities and enrollments. In terms of headcount, Dr. May noted, Highland Lakes, if viewed as a separate community college in its own right, would rank 15th largest of the state's 28 community colleges falling between St. Clair and Muskegon.

Auburn Hills Dean Henry Tanaka introduced new employees Victoria Nikiforov (English faculty); Shannon Flynn (natural science faculty); and Dianne Smothers (mathematics department secretary).

Orchard Ridge President Jacqueline Shadko introduced new employee Aurelio Cappella (facilities technician). Royal Oak/Southfield President Steve Reif introduced Stacy Charlesbois (instructional resources faculty); Laura Kendall (film faculty); Valerie Merriweather (ASC faculty); Alkinie Lewis (secretary, health professions & technologies) and Sally White (faculty secretary).

Academic and Student Affairs

Auburn Hills student representative Tricia Melnikov, president of the campus' Phi Theta Kappa Chapter, provided an update on student life related activities at each campus including Student Welcome Weeks, Martin Luther King, Jr. Day celebrations, workshops and volunteer activities.

Under the title "Learning is Our Only Priority," Vice Chancellor Richard Holcomb discussed some of the challenges the college will face in meeting the OCC Strategic Plans' priorities for students – college readiness, transfer readiness, employment readiness and optional use of resources. Dr. Holcomb provided demographics showing the needs and performances of particular segments of the OCC student population.

College Resources

The temporary full-time administrative appointments of Tahir Kahn, interim dean of academic and student services, and Thomas Boozer, interim dean of academic and student services, (both AH) were approved.

The full-time management staff (non-exempt) appointment of Audra Westbrook, EWD business services manager (AH M-TEC) was approved.

The faculty appointments of Shannon Flynn, natural science (AH); Victoria Nikiforov, English (AH); Tiffany Ofeimu, behavioral science (HL); Dave Nosanchuk, mathematics (HL); Tara Broeckel, English (OR); Hany Othman, BIS/CIS

(RO/SF); Ryan Dillaha, English (RO/SF); Yolanda Hargrove, English (RO/SF); Kathleen Liggett, ESL (RO/SF); Laura Kendall, film (RO/SF); Valerie Merriwether, ASC (SF); Stacy Charlesbois, librarian (SF); and Quincy Norwood, English (RO/SF) were approved, as was a recommendation for unpaid leave of absence for Nahrein Atkinson, counselor (RO).

The faculty full-time temporary appointments of Rhea Bertelsen, accounting (AH); Rhonda Gaines, counselor (RO/SF) and Frank Kozlowski, counselor (RO/SF) were also approved.

The full-time classified appointment of Alkinie Lewis, health professions & technologies secretary (SF) was approved, as were the part-time classified appointments of Dianne Smothers, mathematics secretary (AH) and Sally White, faculty office secretary (AH).

The full-time maintenance appointments of Aurelio Cappella, facilities technician (OR); Paul Tadajewski, facilities technician (OR); and Glenn Meyer, facilities technician (RO/SF) were also approved.

Vice Chancellor of Administrative Services Clarence Brantley presented four-year revenue projections and a preview of the 2011-12 Fiscal Year Budget.

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

Consent Agenda – Contracts and Purchases

The following items were approved via Consent Agenda procedure: technology enhanced classroom equipment and installation services from the low bidder, National Satellite of Troy, at an annual cost not to exceed \$750,000, through December, 2011; a 36-month Blackboard license agreement at a cost not to exceed \$447,630.

Unfinished Business

Separate motions to (1) televise board meetings (2) approve a budget of \$20,000 per year for this purpose and (3) set an implementation date of July 1, 2011 were passed.

Considering the four new trustees, the board ratified an agreement to extend the timeframe to March to discuss renewal of the chancellor's contract.

New Business

A board proclamation honoring longtime trustee Anne Scott was approved.

A motion to purchase a \$1,000 ACCT life membership for Anne Scott was approved.

A motion to renew the Memorandum of Agreement with the current auditors, Rehmann Accounting, LLC was approved.

The board ratified authorization for the board chair to give notice that the college will offer employment agreements to the two vice chancellors, the chief information officer, the chief human resources officer and the four presidents. The board chair will meet with the college attorney, then report back to the board.

Past Chair Shirley Bryant will serve as representative to the Michigan Community College Association Board of Directors for the period January 24 – July 14, 2011.

The date of the next board meeting was changed to February 14.

A motion to review the need for a college lobbyist, and to issue RFPs for the position prior to the end of February was passed.

Comments

Secretary Pamala Davis thanked the previous board for its hard work.

Trustee Anna Zimmerman thanked the OCC family for its expressions of sympathy on the passing of her grandmother.

Trustee Shirley Bryant congratulated Chancellor Meyer on the successful launch of the Pontiac Promise Zone, which she found "a moving experience."

On behalf of the Faculty Association, President Nick Valenti welcomed new board member Dan Kelly and noted the passing of charter English faculty member Jack Hinkins.

The board entered closed session to discuss real estate and labor relations matters.

For further information on this session, contact College Communications 248.341.2122.