



OAKLAND  
COMMUNITY  
COLLEGE

**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
November 19, 2001  
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 by Chairperson Towar at 7:06 p.m., who welcomed all guests and staff members.

1.2 Attendance

Present

Jeanne Towar, Chairperson  
Judith Wisner, Vice Chairperson  
Sandra Ritter, Secretary  
Pamala Davis, Trustee  
Anne Scott, Trustee  
Janice Simmons, Trustee  
John Wangler, Trustee

1.3 Student Presentation

There was no student presentation.

1.4 Review of Minutes

The minutes of the October 15, 2001, meeting were accepted without revision.

**2. CHANCELLOR'S REPORT**

## 2.1 Chancellor's Comments

- Chancellor Thompson noted that the Governor's recent executive order regarding budget cuts holds education harmless, but cuts may occur later in the State of Michigan's fiscal year.
- James Stawara, Orchard Ridge hospitality department faculty member, died in an automobile accident on November 4. The Chancellor noted that the Board has sent condolences to Mr. Stawara's family and colleagues.
- United Way donations increased nearly \$10,000 over last year.
- The Oakland Fire Academy graduation was held on Friday, November 16, and the Police Academy graduation ceremony will be held on Friday, December 7.
- The Business and Community Alliance meeting last Monday, November 12, was well attended. John Sloan, Southfield Campus Counselor, made an excellent presentation about [jobfit.com](http://jobfit.com), and good feedback was obtained about the strategic imperatives and strategic endpoints that were discussed in preparation for the next five-year plan.
- A contract with Caponigro for CREST fundraising is on tonight's agenda for the Board's approval. Bruce Babiarz of Caponigro is available tonight to answer questions.
- The College is conducting a brick donation campaign called "Pave the Path to Quality Community Emergency Services." Donations from this campaign will support CREST. Other donations have also been received from private and corporate sponsors.
- Vice Chancellor Brantley will comment on the remarkable audit during staff reports.
- Sana Hafeez, Acting President of Phi Theta Kappa at the Orchard Ridge Campus, will offer an update to the Board on Phi Theta Kappa activities.
- Sandee Abernathy, a member of the Auburn Hills BIS faculty, will offer an academic initiatives presentation regarding open-entry/open-exit instruction.
- A closed session will be held this evening to discuss labor negotiations.
- Chancellor Thompson wished everyone a Happy Thanksgiving.

Chairperson Towar encouraged the Board of Trustees and College community to purchase a brick in support of the CREST project.

## 2.2 Staff Reports

Vice Chancellor Brantley reported on the audit, recognizing the outstanding work of Gail Pitts, Nancy Wade, Sandy Walter, Nancy Solecki, Carol Knapp, Theresa Kern and John Crozier who were instrumental in this process. Mr. Brantley also noted that this is the first year the College has not received a management letter because there were no items warranting significant recognition. Vice Chancellor Brantley introduced Rick Hendricks of Deloitte & Touche.

## 2.3 Introduction of New Staff

Edward Callaghan, Orchard Ridge Campus President, introduced Wendy Conway (OR) Mathematics Faculty. Clarence Brantley, Vice Chancellor of Administrative Services, introduced Jeff Ragle (DO) Financial Services.

# 3. COLLEGE RESOURCES

## 3.1 Personnel Recommendations

Trustee Simmons **MOVED** to approve the Personnel Recommendations as submitted.

AYES: Towar, Wiser, Ritter, Davis, Scott, Simmons, Wangler

NAYS: None

Motion

Carried

The Faculty Temporary/Full-Time Appointment of Roxanne Allen (HL) Counselor and Jane Clover (HL) Counselor; the Management Staff Appointment of Eleanor Fox (PP) Research Analyst and Rocio Oxholm-Flores (HL) International Student Advisor were approved.

## 3.2 Business and Finance

### 3.2.1 Treasurer's Report

The Board reviewed the Treasurer's Report. Trustee Scott noted that the new explanations are very helpful.

### 3.2.2 General Fund Budget Status Report

The Board reviewed the General Fund Budget Status Report. Trustee Ritter requested that the College supply the Board with examples of consulting companies used by the College that are included in Contract Services.

### 3.2.3 Collection of Taxes for 2002-2003

Trustee Scott MOVED that the Board of Trustees approve the resolution regarding collection of taxes for the 2002-2003 year, and authorize the Secretary to execute the resolution.

Wangler AYES: Towar, Wiser, Ritter, Davis, Scott, Simmons,

Carried. NAYS: None Motion

### 3.2.4 2000-01 Annual Audit

Vice Chancellor Brantley introduced Rick Hendricks of Deloitte and Touche. Mr. Hendricks noted that this was a challenging year for the College due to the DATATEL implementation. He commended the staff for their assistance during the audit's preparation, and noted that Deloitte and Touche has found the College to be in sound financial condition. He stated that no management letter was issued this year as there were no items warranting significant recognition. He thanked the Board for the opportunity to serve the College.

Trustee Ritter noted that it would be helpful to have a definition of terms prior to the audit to help the Board fully understand the auditor's conclusions.

## 3.3 College Facilities

3.3.1 Progress Report - Construction Projects

The Board reviewed the Progress Report – Construction Projects.

**CONSENT AGENDA**

Items 3.3.2 – 3.4.2 listed below on the Consent Agenda are considered to be routine by the Board and will be enacted by one motion. There will be no separate discussions of these items unless a Board member or the Chancellor so requests, in which event the item will be removed from the general order of business and considered as the last item before Adjournment.

Trustee Towar MOVED to approve items 3.3.2 – 3.4.2 under consent agenda.

AYES: Towar, Wiser, Ritter, Davis, Scott, Simmons, Wangler

NAYS: None Motion Carried

3.3.2 College-Wide Deferred Maintenance Project

HVAC Equipment Replacement  
Buildings A, D, E, F, G, J, K, L, M  
Orchard Ridge Campus  
OCC Project No. PF-OR03-001

The Board of Trustees granted authority to the George W. Auch Company for the purpose of entering into a construction contract for the following project:

<u>Project Name</u>	<u>Project Cost</u>
HVAC Equipment Replacement	\$4,314,000
Buildings A,D,E,F,G,J,K,L,M Orchard Ridge Campus OCC Project No. PF-COR03-001	

3.3.3 College-Wide Deferred Maintenance Project

Direct Digital Controls (DDC) – Phase II  
Buildings C, D, F, G, J, K, L, M  
Orchard Ridge Campus

OCC Project No. PF-OR03-002

The Board of Trustees granted authority to the George W. Auch Company for the purpose of entering into a construction contract for the following project:

<u>Name</u>	<u>Project</u>	<u>Project Cost</u>		<u>Phase</u>
II	Direct Digital Controls Buildings C,D,F,G,J,K,L,M Orchard Ridge Campus OCC Project No. PF-OR03-002	\$1,471,400 (DDC)	–	

3.3.4 College-Wide Deferred Maintenance Project

Roof Management Program Survey  
Warranty/Non-Warranty Maintenance Repairs  
College Wide  
OCC Project No. PF-CW03-001

The Board of Trustees granted authority to the George W. Auch Company for the purpose of entering into a management contract for the following project:

<u>Project</u>	<u>Name</u>	<u>Project Cost</u>
Roof Management Survey	Management	Program
		\$184,600
	Warranty/Non-Warranty Maintenance Repairs College Wide OCC Project No. PF-CW03-001	

3.4 Contracts and Purchases

3.4.1 Standard Classroom Audio-Visual System

The Board of Trustees approved the contract purchase agreement with National Satellite for the Technology Enhanced Classroom systems not to exceed the per system price of \$18,021 through June 30, 2002.

3.4.2 Performix Group  
Workforce Development Services

The Board of Trustees approved a modification of contract with Performix Group (formerly Productivity Point International), for an additional \$150,000 bringing the total contract amount to \$350,000 for technical training through March 31, 2002.

**END OF CONSENT AGENDA**

3.4.3 Production of a Promotional Magazine –  
Career Focus

The Board discussed “Career Focus” and requested a summary of the bidding process. David Adams reported on the increase in enrollment as a result of “Career Focus.”

Trustee Simmons MOVED that the Board of Trustees approve a contract with Grand River Printing to produce and distribute 600,000 copies of “Career Focus” magazine until June 30, 2002, at a cost not to exceed \$200,000.

AYES: Wisser, Ritter, Davis, Scott, Simmons, Wangler

NAYS: None

ABSTAIN: Towar Mot  
ion Carried

3.4.4 Caponigro Public Relations, Inc.  
CREST Fundraising Campaign

Trustee Ritter MOVED that the Board of Trustees approve the contract with Caponigro Public Relations in an amount not to exceed \$15,000 per month for 12 months, starting December 1, 2001, for promoting CREST and raising funds for the completion of the project.

AYES: Towar, Wisser, Ritter, Davis, Scott, Simmons,

Wangler

Carried

NAYS: None

Motion

Trustee Towar introduced Caponigro Vice Presidents, Bruce Babiarz and Walter Craft, who expressed their interest in moving this project forward.

#### **4. ACADEMIC AND STUDENT AFFAIRS**

##### 4.1 Academic Senate Reports

Gerald Faye reported that the Senate and administration are working on a new process for obtaining greater input in the identification of filling vacancies. He also noted that new educational programs are being explored to capture diversity.

##### 4.2 Student Reports

Sana Hafeez, student representative to the Board, distributed and discussed a report on Phi Theta Kappa activities. These activities include: the Michigan Region Honors Institute, a book/toy drive for St. Leo's Soup kitchen, a fundraiser for the New York Region/Manhattan Chapter, an international festival, a Native American Pow Wow, the Women's Center Girls Matter Conference, the faculty talent show, the OCC-Orchard Ridge College Night, Toy's R Us children's week, storytelling with 3<sup>rd</sup> graders and informal workshops. She noted the diversity of the chapter's board. She also noted the excellent attendance at the 2001 Michigan Region Honors Institute and distributed an agenda from the institute.

Trustee Ritter expressed that the Board is very pleased with Phi Theta Kappa and all of their work.

##### 4.3 Academic Initiatives

Vice Chancellor Brown introduced Sandee Abernathy, BIS faculty member at the Auburn Hills Campus, who discussed open-entry/open-exit instruction. Also called O.P.E.N. (Options for Performance Based Education Now) Learning, this program will allow students to enter a course at any time and exit when all activities have been successfully



completed. Learners are able to work at their own rate and speed until competency levels are achieved. This is a student-centered approach.

## **5. OLD BUSINESS**

Vice Chancellor Brantley noted that a committee has finished initial interviews for the Chief Human Resources Officer position.

Trustee Scott requested information about the PDTC regarding the budget and the chain of command.

## **6. NEW BUSINESS**

None.

## **7. COMMUNITY COMMENTS**

### **7.1 Board Member Reports and Comments**

Trustee Scott thanked the Board for sending her to the Association of Community College Trustees' convention. She distributed a report from her trip, and gave information she received from Southwestern College to the Chancellor.

### **7.2 Labor Organizations and Associations**

James Berry, OCCFA President, reported on issues of hiring full-time faculty. Also, he reported that a subset of the union is working with President Smydra to implement the existing letter of understanding regarding establishing a faculty intern program.

Wanda Pernell-Harris, representing Teamster Local 214, shared a statement with the Board of Trustees regarding negotiations and distributed copies to the Board members.

### **7.3 Public Comments/Petitions**

None.

Trustee Simmons MOVED and Trustee Davis seconded to enter into Closed Session for the purpose of discussing labor negotiations.

AYES: Towar, Wiser, Ritter, Davis

NAYS: Wangler

ABSTAIN: Scott,  
Simmons

Motion Carried

The Board of Trustees entered into Closed Session at 8:55 p.m.

Chairperson Towar adjourned the Closed Session and entered into Open Session at 10:30 p.m.

Trustee Simmons MOVED that the Board drop the appellate court appeal of MERC's findings on the Teamster's charges.

Trustee Ritter MOVED that the Board table Trustee Simmons' motion.

AYES: Wiser, Ritter, Davis

NAYS: Towar, Scott, Simmons, Wangler

Motion

Declined

Trustee Simmons MOVED that the Board drop the appellate court appeal of MERC's findings on the Teamster's charges.

AYES: Scott, Simmons, Wangler

NAYS: Towar, Wiser, Ritter, Davis  
Declined

Motion

Trustee Simmons noted that she would like to observe bargaining sessions with the Teamsters' union, and she would like to be notified when such negotiation sessions will occur so she can be present. She also noted that it was recorded that Dickinson Wright would not be used for work with other unions until the Teamsters' negotiations were complete. College administration will verify this.

**8. ADJOURNMENT**

Chairperson Towar adjourned the meeting at 10:37 p.m.

Respectfully submitted,

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Pamela Kramer

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Date

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Jeanne Towar, Chairperson

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Sandra Ritter, Secretary