



OAKLAND
COMMUNITY
COLLEGE

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
December 17, 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 7:02 p.m., who welcomed all guests and staff members.

1.2 Attendance

Present

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

Absent

Pamala Davis, Trustee

1.3 Student Presentation

There was no student presentation.

1.4 Review of Minutes

The Board of Trustees tabled approval of the minutes of the November 19, 2001, meeting until the January 28, 2002, Board of Trustees' meeting.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

- Chancellor Thompson noted that the next Board Planning Session will be held on January 14, 2002, and the next Board meeting will be held on January 28, 2002.
- The Potters Market, held on November 29, 30 and December 1, was very successful.
- The Highland Lakes Campus dedicated a Peace Pole on November 21, the second one in the College.
- Campuses are actively engaged in charitable activities. All campuses supported the Children of Oaxaca. In addition, the Auburn Hills Campus sponsored Turkeys for Tummies and the Empty Bowl Dinner. Proceeds from the dinner supported the Oakland County Lighthouse. The Orchard Ridge Campus sponsored the Pontiac Lighthouse; and the Highland Lakes Campus supported Haven of Pontiac.
- Under the direction of Gail Pitts, College Controller, the College is sponsoring the Volunteer Income Tax Assistance Program with the Internal Revenue Service, Accounting Aid Society, and the National Association of Black Accountants (Detroit Chapter) at the Orchard Ridge Campus on January 19. This outreach program serves low-income residents in Oakland, Wayne, and Macomb counties with free income tax assistance.
- This evening under Staff Reports, Ernie Ludwig, Group Leader of Plant Operations and Maintenance, will offer a presentation about the STRIVE program.
- Chancellor Thompson expressed wishes for a good holiday season to the Board and all in attendance.

2.2 Staff Reports

Ernie Ludwig, Group Leader of Plant Operations and Maintenance, offered a report regarding the STRIVE program. This program is an example of similar initiatives which operate at all respective sites in the College. Mr. Ludwig has been a member of the Ortonville Rotary since 1987. He noted that one of their priorities is to offer College scholarships to students who are not strong performers. This program offers an incentive for students to receive a College scholarship if they improve

their grade point average. OCC funded two scholarships this year, and seven students who competed in the STRIVE program are attending OCC.

Mr. Ludwig noted that Brandon High School recently received the Blue Ribbon Award, and the STRIVE program was a large part of its success.

2.3 Introduction of New Staff

None

3. COLLEGE RESOURCES

3.1 Personnel Recommendations

Chairperson Towar MOVED to approve the Personnel Recommendations as submitted.

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

NAYS: None

Motion

Carried

The Faculty appointment of Lisa Byrne (HL) Communications/Humanities and Patricia Heiden (HL) Science; the temporary/full-time appointment of Rhonda Gaines (AH) Counselor; the Administrative appointment of Scott Killian (DO) Director of Process Review and Documentation, and David Mathews (SF) Dean of Academic and Student Services; the Administrative temporary/full-time appointment of Julius Brown (OR) Interim Dean of Academic and Student Services; the Management staff temporary/full-time appointment of Douglas Kolly (OR) Legal Assistant Program Coordinator; the Management staff unpaid leave of absence of Shannon Dobler (AH) Child Care Coordinator; the Classified appointment of Nancy Coburn (SF) Individualized Instruction Center Paraprofessional, Diann Dupuis (DO) Accounting Specialist, Linda Mastin (HL) CIS Paraprofessional, and Rene Rubenacker (OR) Secretary; and the Classified part-time appointment of Carol Stablein (OR) Secretary was approved.

Chairperson Towar requested that the College always be consistent when presenting salaries on the Personnel Recommendations.

3.2 Business and Finance

3.2.1 Treasurer's Report

The Board reviewed the Treasurer's Report.

3.2.2 General Fund Budget Status Report

The Board reviewed the General Fund Budget Status Report.

3.3 College Facilities

3.3.1 Progress Report - Construction Projects

The Board reviewed the Progress Report – Construction Projects.

Chairperson Towar noted the nice report prepared on the CREST project.

Per Vice Chairperson Wisner's inquiry, it was noted that the OCC Foundation will set the prices for the signage on the buildings at CREST.

3.4 Contracts and Purchases

CONSENT AGENDA

Items 3.4.1 – 3.4.9 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 Scott MOVED to approve items 3.4.1 – 3.4.9 under consent agenda.

AYES: Towar, Wisner, Ritter, Scott, Simmons, Wangler

NAYS: None

Motion Carried

3.4.1 Emergency Repair – Guardian Plumbing & Heating, Inc.

Auburn Hills Campus

The Board of Trustees approved the payment for services provided by Guardian Plumbing & Heating, Inc., in the amount of \$29,695.78.

3.4.2 Classroom Furniture - Royal Oak and Southfield Campuses

The Board of Trustees approved the purchase of student desks from Public Place Design at a cost not to exceed \$26,547.50.

3.4.3 Janitorial Products - Chemicals and Hard Goods College Wide

The Board of Trustees approved a contract with Coleman-Wolf Supply Company for the provision of chemical and hard good janitorial supplies, for a twelve month period ending on December 31, 2002, at a cost not to exceed \$55,109.66.

3.4.4 Janitorial Products - Paper and Plastic Products College Wide

The Board of Trustees approved a contract with APAC Paper and Packaging Co., for the provision of paper and plastic janitorial supplies, for a twelve month period ending on December 31, 2002, at a cost not to exceed \$50,440.22.

3.4.5 Hustler Z-Zero Mowers Highland Lakes, Orchard Ridge and Southfield Campuses

The Board of Trustees approved the purchase of three Hustler Z-Zero mowers from W.F. Miller and Company at a total cost not to exceed \$30,760.

3.4.6 Contract with Nachi Robotics Workforce Development Services

The Board of Trustees approved a modification of the contract with Nachi Robotics, for an additional cost not to exceed \$8,000 for robotics training through March 30, 2002.

3.4.7 Contract with Lake Orion Community Schools
Workforce Development Services

The Board of Trustees approved a contract with Lake Orion Community Schools at a cost not to exceed \$265,000 to deliver services through October 1, 2001, to September 30, 2002, under master contract with Oakland County, Michigan Works! Agency.

3.4.8 Contract with Valentine Robotics, Inc.
Workforce Development Services

The Board of Trustees approved a contract with Valentine Robotics, Inc., at a cost not to exceed \$55,950 for training and materials delivered through March 30, 2002.

3.4.9 Contract with Judson Center
Workforce Development Services

The Board of Trustees approved a contract with Judson Center at a cost not to exceed \$43,000, to deliver services for the program year October 1, 2001, to September 30, 2002, under master contract with Oakland County, Michigan Works! Agency.

END OF CONSENT AGENDA

3.4.10 Skid-Car Emergency Vehicle Operations Training System
Auburn Hills Campus – Police Academy

Trustee Simmons MOVED that the Board of Trustees approve the purchase of a Skid-Car System from Skid-Car, Inc., at a cost not to exceed \$40,000.

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

NAYS: None
Carried Motion

4. ACADEMIC AND STUDENT AFFAIRS

4.1 Academic Senate Reports

Gerry Faye wished the Board a happy holiday season.

4.2 Student Reports

None

4.3 Academic Initiatives

None

5. OLD BUSINESS

Trustee Wangler requested an update on the progress of the public safety issues. The Chancellor noted that it will be discussed during the planning session. The Chancellor also noted that he will update the Board regarding Teamster issues in the weekly happenings to the Board. Dr. Callaghan noted that the state mediator asked that no public comments be made about the Teamster negotiations.

6. NEW BUSINESS

Trustee Simmons MOVED that the College Administration prepare and send out a Request for Proposal for independent financial audit services for the year ending June 30, 2002, and subsequent years.

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

NAYS: None

Mo

tion Carried

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Janice Simmons distributed a report on the ACCT annual meeting. She noted that Mott Community College has excellent diversity policies that OCC may be able to use.

Trustee Scott requested that MCCA meetings be posted on the weekly calendar. She also requested that information on the winter in-service, February 1 and 2, 2002, be sent to the Board.

7.2 Labor Organizations and Associations

Mary Ston reported that she has been elected as the President of OCCFA.

7.3 Public Comments/Petitions

None

8. ADJOURNMENT

Trustee Towar adjourned the meeting at 7:51 p.m.

Respectfully submitted,

Pamela Kramer

Date

Jeanne Towar, Chairperson

Sandra Ritter, Secretary