



OAKLAND
COMMUNITY
COLLEGE

**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
November 18, 2002
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 Simmons at 7:00 p.m., who welcomed all guests and staff members.

1.2 Attendance

Present

Janice Simmons, Chairperson
John Wangler, Vice Chairperson
Anne Scott, Secretary
Sandra Ritter, Trustee

Absent

Phillip Abraham, Trustee
Pamala Davis, Trustee
Judith Wiser, Trustee

1.3 Student Presentation

None

1.4 Review of Minutes

1.4.1 The minutes of the October 21, 2002, regular meeting were accepted without revision.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

- A Board Planning Session was held November 11, 2002, for the purpose of discussing implications of the state budget cuts. An e-mail has been sent to all staff requesting suggestions for cuts that can be made in individual work areas. A summary of responses will be presented to the Board at the December Board of Trustees' meeting. Different cost saving scenarios will also be presented at the December meeting.
- Senator Shirley Johnson is expected to be the chair of the Senate Appropriations committee, and it is anticipated that Representative Tony Stamas will chair the community college subcommittee.
- On November 13, the Oakland County Sheriff's Department was at CREST for training. The College received extensive media coverage of the event.
- The CREST brick dedication was held on November 14.
- The College raised \$47,203 for the United Way Campaign this year, an increase of 4% over last year.
- This evening, several staff reports will be given: Jim Curran of Karoub Associates will provide a legislative update; David Adams, Executive Director of Marketing, will report on broadcasting Board meetings; Ernest Harrison, Human Resources liaison to the Chancellor Search process will provide an update on the Chancellor search; and Rod Chase, Chief Negotiator, will update the Board on the progress of labor negotiations.
- Sondra Rivera, Phi Theta Kappa representative from the Auburn Hills Campus, will offer a student update to the Board.
- George Keith, Vice Chancellor of Academic and Student Affairs, will introduce an Academic Initiatives' presentation regarding a multi-college FIPSE grant.
- Six new employees will be introduced this evening.

2.2 Staff Reports

Jim Curran of Karoub Associates offered a legislative update to the Board. He noted that the recent election resulted in 8 new house members of 13, and 3 new senate members of 4. A one-half billion dollar state budget cut is anticipated when the Governor presents his executive order

including a two and one-half percent cut across the board to state departments and a ten percent cut in revenue sharing. Potential legislation limiting elections to specific days in February, May, August and November is still possible. After the Senate votes on the Homeland Security Bill, \$100 million in grants will be available. The money will be funneled through the Michigan State Police. Seventy-five percent will be distributed to local departments, and twenty-five percent will be earmarked for training, some of which should be available to CREST.

Chairperson Simmons requested that an informational piece regarding the College be sent to the Oakland County delegation. Secretary Scott requested that the College send State Senator Shirley Johnson a special note of congratulations.

David Adams, Executive Director of Marketing, offered an update on broadcasting Board meetings. He discussed the cablecast agreements available in the county and distributed a summary sheet to the Board of Trustees. He also noted that 10 of the state's community colleges were surveyed as to whether or not they broadcast their Board meetings, and of the 10, none are currently broadcasting or intend to broadcast their Board meetings. He also shared a segment of a video with the Trustees produced by Lansing Community College that would emulate the Career Focus theme. Chairperson Simmons requested that the College explore this further next year. David Adams also shared the media coverage of the CREST training exercise on November 13 and played one segment as seen on Fox2 News that day. Chairperson Simmons requested that the Board be notified of such events in the future.

Ernest Harrison, Human Resources Liaison to the Chancellor's Search process, provided an update regarding the Chancellor search. Dr. Ponitz has developed a draft of the profile in consultation with the focus and advisory groups which will be shared with the Board of Trustees. Dr. Harrison will forward any comments the Board may have about the profile to Dr. Ponitz. Once the profile is adopted, a brochure will be developed in consultation with the marketing department. Secretary Scott requested that the brochure be presented to the Board of Trustees at the regular Board meeting in December for approval.

Rod Chase, Chief Negotiator, noted that intensive negotiations are scheduled to begin again on Tuesday morning, November 19, 2002.

2.3 Introduction of New Staff

Six new staff members were introduced: Chancellor Richard Thompson introduced Catherine Rush, Chief Human Resources Officer; President Sharon Blackman introduced Janice Brown, AH, Director of Student Services, and Karen Riley, AH, Financial Aid Assistant; President Gordon May, HL, introduced Kelli VanBuren, Director of Student Services; President Martha Smydra introduced Sue Work, SF, Director of Respiratory Therapy Program and Lloyd Crews, RO, Manager of Academic Services.

3. COLLEGE RESOURCES

3.1 Personnel Recommendations

Trustee Scott MOVED to accept the Personnel Recommendation as revised.

AYES: Simmons, Wangler, Scott, Ritter

NAYS: None
Motion Carried

The personnel recommendations were approved: the faculty appointment of Kimberly Ball, AH, Physical Education Instructor; the management staff appointments of Patrick Baldwin, AH, Public Safety Sergeant; Brian Larmor, DO, Telecommunications/Help Desk Specialist; and Dorothy Marotta, DO, Accounting Supervisor; the classified – part-time appointment of Kamal Sabnani, AH, Paraprofessional – CIS; the classified appointments of Charissa Kaufman, AH, Student Services Specialist; and Marina McKenzie, DO, Accounting Specialist.

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. Secretary Scott requested that the Chancellor mail to the Board a copy of the memo regarding the College's contingency fund.

3.2.3 Collection of Operating Millage for 2003-2004

Trustee Wangler MOVED that the Board of Trustees approve the Resolution for Collection of Operating Millage (2003-2004), and authorized the Secretary to execute the Resolution.

A roll call vote was taken

AYES: Simmons, Wangler, Scott, Ritter

NAYS: None

Motion Carried

3.3 College Facilities

3.3.1 CREST Naming Opportunity Standard Federal Bank

Vice Chairperson Wangler MOVED that the Board of Trustees approve the naming designation of the CREST bank building for Standard Federal Bank and authorize the administration to oversee installation of appropriate signage.

AYES: Simmons, Wangler, Scott, Ritter

NAYS: None

Motion Carried

3.3.2 CREST Naming Opportunity Takata Circle

Secretary Scott MOVED that the Board of Trustees approve the naming designation of Takata Circle at the CREST site and authorize the administration to oversee the installation of appropriate signage.

AYES: Simmons, Wangler, Scott, Ritter

NAYS: None

Motion Carried

3.3.3 CREST Naming Opportunity
The Consumers Energy Foundation Avenue

Secretary Scott MOVED that the Board of Trustees approve the naming designation of The Consumers Energy Foundation Avenue at the CREST site and authorize the administration to oversee the installation of appropriate signage.

AYES: Simmons, Wangler, Scott, Ritter

NAYS: None

Motion Carried

3.3.4 CREST Naming Opportunity
The AUCH Company Drive

Vice Chairperson Wangler MOVED that the Board of Trustees approve the naming designation of The Auch Company Drive at the CREST site and authorize the administration to oversee the installation of appropriate signage.

AYES: Simmons, Wangler, Scott, Ritter

NAYS: None

Motion Carried

3.3.5 Progress Report – Construction Projects

The Board reviewed the Progress Report – Construction Projects for the month of October, 2002.

3.4 Contracts and Purchases

CONSENT AGENDA

Items 3.4.1 – 3.4.6 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.

Vice Chairperson Wangler MOVED to approve items 3.4.1 – 3.4.6 under consent agenda.

AYES: Simmons, Wangler, Scott, Ritter

NAYS: None

Motion Carried

- 3.4.1 Affiliation Agreement
Associated Degree Nursing (AND)/
Transitional Practical Nurse (TPN)/
Modified Career Ladder (MCL) Practical Nurse Education (PNE)
Program
Highland Lakes Campus

The Board of Trustees approved the College entering into an agreement with the GENESYS Regional Medical Center of Grand Blanc, Michigan, and authorized the Chairperson to execute the agreement.

- 3.4.2 Library Furniture
Auburn Hills Campus

The Board of Trustees approved the purchase of a reference and a circulation desk from Library Design Associates, at a cost not to exceed \$25,000.

- 3.4.3 Contract with Freer Computer Consultants
Workforce Development Services

The Board of Trustees approved a contract with Freer Computer Consultants, at a cost not to exceed \$45,000 for training and materials delivered through September 30, 2003.

3.4.4 Contract with Quantum Controls, Inc.
Workforce Development Services

The Board of Trustees approved a contract with Quantum Controls, Inc., at a cost not to exceed \$42,000 for training and materials delivered through September 30, 2003.

3.4.5 Contract with New Horizons Computer Learning Center
Workforce Development Services

The Board of Trustees approved a contract with New Horizons Computer Learning Center, at a cost not to exceed \$40,000 for training and materials delivered through June 30, 2003.

3.4.6 Contract with Morrell Inc.
Workforce Development Services

The Board of Trustees approved a modification of the contract with Morrell, Inc., at a cost not to exceed \$35,000 for hydraulic and electrical drive training through September 30, 2003.

END OF CONSENT AGENDA

4. ACADEMIC AND STUDENT AFFAIRS

4.1 Academic Senate Reports

None

4.2 Student Reports

None

4.3 Academic Initiatives

George Keith, Vice Chancellor of Academic and Student Affairs, introduced AH English faculty member Suba Subbarao and AH Counselor Alicia Paramo-Dionne who discussed their work to improve student

retention and success in on-line classes. The project was made available through a FIPSE grant.

5. OLD BUSINESS

Trustee Ritter thanked the Chancellor for the information sent in follow-up to the Board Planning Session, and questioned how the ACS information will be interpreted. Clarence Brantley, Vice Chancellor of Administrative Services, reported that the ACS information will allow the College to compare itself to other community colleges.

6. NEW BUSINESS

None

7. COMMUNITY COMMENTS

7.1 Board Member Reports and Comments

Secretary Scott noted that information received from the Michigan College Community Association indicates that the College is the largest participant in the Michigan Virtual University.

7.2 Labor Organizations and Associations

None

7.3 Public Comments/Petitions

None

8. ADJOURNMENT

Chairperson Simmons adjourned the meeting at 8:12 p.m.

Respectfully submitted,

Pamela Kramer

Date

Janice Simmons, Chairperson

Anne Scott, Secretary