



BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
June 16, 2003  
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 7:02 p.m., who welcomed all guests and staff members.

Chairperson Simmons reminded the audience that community comments are limited to three minutes.

1.2 Attendance

Present

Janice Simmons, Chairperson  
John Wangler, Vice Chairperson  
Anne Scott, Secretary  
Phillip Abraham, Trustee  
Pamala Davis, Trustee  
Judith Wisner, Trustee

Absent

Sandra Ritter, Trustee

1.3 Student Presentation

None

1.4 Review of Minutes

1.4.1 The minutes of the May 19, 2003, Board of Trustees' regular meeting were approved as presented.

- 1.4.2 The minutes of the May 12, 2003, Board of Trustees' special meeting were approved as presented.
- 1.4.3 The minutes of the May 14, 2003, Board of Trustees' special meeting were approved as presented.
- 1.4.4 The minutes of the May 20, 2003, Board of Trustees' special meeting were approved as presented.
- 1.4.5 The minutes of the May 23, 2003, Board of Trustees' special meeting were approved as presented.
- 1.4.6 The minutes of the May 27, 2003, Board of Trustees' special meeting were approved as presented.

## **2. CHANCELLOR'S REPORT**

### **2.1 Chancellor's Comments**

- Chancellor Thompson reported that the Michigan Community College Association (MCCA) met on Friday, June 13, 2003, to review the community college funding formula and the workings of the new, term-limited state legislature.
- Community colleges are not included in the recent decision made by the Senate Appropriations Committee to add \$23 million from the Merit/Tobacco Settlement Trust Fund to the Higher Education budget for operations and to the School Aid budget.
- Special consideration is being given to provide additional support to community colleges in Gogebic, Bay de Noc, and Alpena due to their greater dependence on state funding.
- The next Business and Community Alliance meeting will be held at the CREST site on June 30 beginning at 6:00 p.m. The topic of the meeting is health and safety issues for medium and small businesses.
- Chancellor-elect Mary Spangler will attend the MCCA Summer Institute on Mackinac Island, July 15–18, 2003; the Datatel Client Executive Summer Institute in San Diego, July 20-22, 2003; and OCC's Golf Scholarship event on August 8, 2003.
- Approximately 900 students attended OCC's graduation ceremony on June 6, 2003. The Police Academy graduation occurred on June 13, 2003.
- OCC's Culinary Institute was showcased to the entire Michigan Senate when Chef Christopher Galli, with the assistance of Lynne Wiatr, created a special presentation for Senator Mike Bishop honoring the passing of his first bill.
- Tonight's agenda includes a resolution authorizing issuance and sale of refunding bonds. A positive vote for this resolution can possibly save the College \$600,000-\$700,000.

- The Administrative Services Council recently reviewed the function of the Childcare Centers and the costs relating to their operation. Mr. Thompson noted that he responded in writing to the issue of the Childcare Centers and a report will be submitted tonight answering Trustee Wiser's questions of this morning.
- Vice Chancellor Clarence Brantley will offer an update on the cost savings suggestions submitted by College employees. He will also report on two other requests for information made by members of the Board of Trustees.
- Jack Schick of Karoub Associates will present a report.
- Vice Chancellor George Keith will report on the Academic Master Plan.
- Confirmation of delegates for the MCCA Board of Directors will be added to the agenda under New Business.

## 2.2 Staff Reports

Vice Chancellor Clarence Brantley provided an update on the College's cost cutting measures as requested by Trustee Abraham. Mr. Brantley reported that the Administrative Services Council is moving toward implementing many of the cost cutting recommendations. Members of Chancellor's Council will be responsible for overseeing implementation of these recommendations. Chairperson Simmons suggested we gather cost cutting suggestions on a yearly basis. Mr. Brantley noted that the College community will again be asked for cost cutting suggestions this fall.

MPSERS has an unfunded liability of \$1.375 billion as of September 1, 2001. OCC contributes \$7 million to MPSERS yearly. Trustee Abraham requested Vice Chancellor Brantley confirm whether or not health care costs are included in the unfunded liability figure.

Vice Chairperson Wangler requested that we wait to implement the Chancellor's Council recommendation to exclude employees' children from using the Childcare Centers. Trustee Wiser requested we contact other community colleges to obtain information on the operations of their child care centers. Trustee Abraham suggested a 3-tier fee structure, varying the fees we charge for child care services by student, employee, and community member. The Board requested a report on the complete financial analysis of our Childcare Center operations.

Jack Schick of Karoub Associates reported that the Michigan legislature is in the first year of operating under term limits. There are 55 new state representatives all trying to acquaint themselves with issues. OCC can expect \$1.4 million in reduced funding if the state budget is passed. The good news is the Tuition Incentive Program (TIP) funding and funding for at-risk students was restored. MCCA is requesting \$10 million be added to community college

budgets. State representatives will vote on House Bills 4820 and 4828 which provide for consolidating all elections to four predetermined dates per year.

### 2.3 Introduction of New Staff

No new staff were introduced.

## 3. COLLEGE RESOURCES

### 3.1 Personnel Recommendations

Secretary Scott MOVED to approve the Personnel Recommendations as submitted. Vice Chairperson Wangler offered a friendly amendment to have the Manager, Environmental Health & Safety position removed from the Personnel Recommendations for discussion purposes.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Wisner

NAYS: None

ABSENT: Ritter Motion Carried

Trustee Wisner noted she received a copy of a letter from an anonymous source, stating that Mr. Casey retired. She questioned why he is being rehired. Chancellor Thompson remarked that previous action which indicated Mr. Casey's retirement did not occur.

Trustee Davis MOVED to approve the personnel recommendation for the Manager, Environmental Health & Safety position as submitted.

A roll call vote was taken.

AYES: Simmons, Scott, Davis

NAYES: Wangler, Abraham, Wisner

ABSENT: Ritter Motion Denied

The Board approved the following personnel recommendations: the faculty appointments of Bryan Dubin (HL) Behavioral Science; Jose Garcia-Leon (OR) Fine and Performing Arts (Music); Carol Hardaloupas (AH) Humanities (ESL); Darlene Johnson-Bignotti (RO) Librarian; Lori Linden (RO) IIC and Michelle Pergeau (OR) Fine and Performing Arts (Interior Design); the temporary faculty appointments of Rhonda Gaines (AH) Counselor and Ronald Pavlak (OR) CIS; transfer of exempt administrative staff Gary Casey (DO) Human Resources Director of Employee Relations (from interim dean, AH); the administrative-

Teamsters temporary full-time appointment of Julius Brown (OR) Interim Dean of Academic and Student Services; the exempt management staff appointment of Linda Appelt (DO) Human Resources Assistant and Mark Gordon (CW) College Public Safety Sergeant; the management staff-Teamsters appointments of Pamela Ryals (DO) Buyer and Janet Whitfield (DO) Buyer; the classified transfer of John Vavrek (SF) Media Services Technician (from Media Services Technician, AH); the classified/part time transfer of Patricia McKellar (OR), Learning Resources Technician (from Learning Resources Technician, RO); the classified/part-time appointments of Jane Bilot (SF) Child Care Assistant and Donna Heath (AH) Child Care Assistant; the classified/part-time temporary appointment-grant funded of Phyllis Truba (AH) Cooperative Education/Placement Secretary; the maintenance appointments of Anthony Raglund (OR) Mechanical Systems & Plant Operations Facility Technician and Jearlene Phelps (AH) Building Custodian; the retirements of Clarence Daybird (OR) Building Custodian and Rosemary Daybird (OR) Business Secretary; the resignation of Joedi Forquer (OR) IIC Parapro and Patricia Heiden (HL) Chemistry teaching faculty.

### 3.2 Business and Finance

#### 3.2.1 Treasurer's Report

The Board of Trustees reviewed the Treasurer's Report.

#### 3.2.2 General Fund Budget Status Report

The Board of Trustees reviewed the General Fund Budget Status Report.

#### 3.2.3 Resolution Authorizing Issuance and Sale of Refunding Bonds

Secretary Scott **MOVED** to approve the resolution authorizing issuance and sale of refunding bonds.

A roll call vote was taken.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Wisner

NAYES: None

ABSENT: Ritter Motion Carried

### 3.3 College Facilities

#### **CONSENT AGENDA – CONSTRUCTION PROJECTS**

Items 3.3.1 – 3.3.6 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.

Secretary Scott MOVED to approve items 3.3.1 – 3.3.6 under consent agenda – construction projects.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Wiser

NAYS: None

ABSENT: Ritter Motion Carried

3.3.1 College-Wide Deferred Maintenance Project  
Building Addition-Levinson Hall  
Highland Lakes Campus  
OCC Project No. PF-HL03-016

The Board of Trustees recommended the approval of preliminary Architectural, Engineering and Pre-construction services for the following project:

<u>Project Name</u>	<u>Project Cost</u>
Building Addition-Levinson Hall	\$150,000
Highland Lakes Campus	
OCC Project No. PF-HL03-016	

3.3.2 College-Wide Deferred Maintenance Project  
Building Addition-Woodland Hall  
Highland Lakes Campus  
OCC Project No. PF-HL03-017

The Board of Trustees recommended the approval of preliminary Architectural, Engineering and Pre-construction services for the following project:

<u>Project Name</u>	<u>Project Cost</u>
Building Addition-Woodland Hall	\$200,000
Highland Lakes Campus	
OCC Project No. PF-HL03-017	

3.3.3 College-Wide Deferred Maintenance Project  
Masonry Wall Tie Repair and Lintel  
Replacement  
Highland Lakes Campus  
OCC Project PF-HL-03-018

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>
Masonry Wall Tie Repair and Lintel Replacement Highland Lakes Campus OCC Project PF-HL-03-018	\$251,600

3.3.4 College-Wide Deferred Maintenance Project  
Tennis Court Replacement  
Orchard Ridge Campus  
OCC Project No. PF-OR03-011

The Board of Trustees granted authority to the George W. Auch Company for the purpose of increasing the construction contract in the amount of \$43,800 for the following project:

<u>Project Name</u>	<u>Project Cost</u>
Tennis Court – Investigation & Replacement Previously Approved: \$201,366 Proposed Increase:	
Orchard Ridge Campus	<u>\$ 43,800</u>
Cost: \$245,166 OCC Project No. PF-OR03-011	Revised Total

3.3.5 College-Wide Deferred Maintenance Project  
Fire Alarm System Upgrade/Replacement  
Evacuation Plan Identification Signage  
Royal Oak Campus  
OCC Project No. PF-RO03-011

The Board of Trustees granted authority to the George W. Auch Company for the purpose of increasing the construction contract in the amount of \$65,200 for the following project:

<u>Project Name</u>	<u>Project Cost</u>
Fire Alarm System Upgrade/Replacement	Previously Approved: \$293,300
Evacuation Plan Identification Signage	Proposed Increase: <u>\$ 65,200</u>
Royal Oak Campus	Revised Total Cost: \$358,500
OCC Project No. PF-RO03-011	

3.3.6 College-Wide Deferred Maintenance Project  
Ventilation and Electrical Modifications – Building E

Auburn Hills Campus  
OCC Project No. PF-AH03-006

The Board of Trustees granted authority to the George W. Auch Company for the purpose of increasing the construction contract in the amount of \$7,900 for the following project:

<u>Cost</u>	<u>Project Name</u>	<u>Project</u>
	Ventilation and Electrical Modifications - Building E Auburn Hills Campus OCC Project No. PF-AH03-006	Previously Approved: \$243,100 Proposed Increase: <u>\$ 7,900</u> Revised Total Cost: \$251,000

**END OF CONSENT AGENDA – CONSTRUCTION PROJECTS**

3.3.7 Progress Report – Construction Projects

The Board of Trustees reviewed the Progress Report – Construction Projects.

**CONSENT AGENDA – CONTRACTS AND PURCHASES**

Items 3.4.1 – 3.4.8 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.

Secretary Scott MOVED to approve items 3.4.1 – 3.4.8 under consent agenda – contracts and purchases.

Trustee Abraham MOVED to remove the Extension of Lobbyist Appointment Karoub Associates (item 3.4.5) from the consent agenda – contracts and purchases.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Wisner

NAYS: None

ABSENT: Ritter Motion Carried

Secretary Scott MOVED to approve the consent agenda - contracts and purchases excluding item 3.4.5.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Wisner

NAYES: None



ABSENT: Ritter

### 3.4 Contracts and Purchases

#### 3.4.1 Computers and Related Equipment Collegewide

The Board of Trustees approved the renewal of the purchase agreement with Dell Corporation to provide desktop computers, laptops, and servers at a cost not to exceed \$1,850,000 for the 2003-2004 fiscal year.

#### 3.4.2 Enterprise Software Application Information Technology (IT) - Collegewide

The Board of Trustees approved a contract with Information Technology Solutions to provide a problem tracking/technology asset management software (Track It!) at a cost not to exceed \$53,127.50.

#### 3.4.3 Microsoft Corporation Business Technology Center – Orchard Ridge

The Board of Trustees approved the purchase of instructional materials for the 2003-2004 fiscal year from the Microsoft Certified System Engineering series of classes from Microsoft Corporation, at a cost not to exceed \$40,000.

#### 3.4.4 Hardware/Software System for Hospitality Management Orchard Ridge Campus

The Board of Trustees approved the purchase of the MICROS RES 3000 hardware/software system from Computer Decisions International at a cost not to exceed \$43,700.

#### 3.4.6 Contract with Kramer Air Tool Workforce Development Services

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

#### 3.4.7 Purchase With Methods & Equipment Associates Workforce Development Services

The Board of Trustees approved a purchase with Methods & Equipment Associates, at a cost not to exceed \$50,000 for training simulators delivered through May 30, 2004.

3.4.8 Contract with Solaris Power Services, LLC  
Workforce Development Services

The Board of Trustees approved a contract with Solaris Power, LLC., at a cost not to exceed \$60,000 for training and materials delivered through

May 30, 2004.

**END OF CONSENT AGENDA – CONTRACTS AND PURCHASES**

The following item was removed from the Consent Agenda and voted on separately.

3.4.5 Extension of Lobbyist Appointment  
Karoub Associates  
Collegewide

The current rate of \$3,200 per month paid to Karoub Associates has not changed since 2000. Secretary Scott remarked the increase to Karoub Associates is an investment well spent and they will be a great help to Chancellor-elect Spangler in meeting with legislators.

Secretary Scott MOVED to approve extending the appointment of Karoub Associates for the 2003-2004 fiscal year to provide lobbying services at a fee of \$4, 000 per month.

AYES: Simmons, Wangler, Scott, Davis, Wisner

NAYS: Abraham

ABSENT: Ritter

Motion Carried

**4. ACADEMIC AND STUDENT AFFAIRS**

4.1 Academic Senate Reports

None

4.2 Student Reports

None

#### 4.3 Academic Initiatives

Vice Chancellor George Keith reported on the development of an Academic Master Plan. He will provide an update to the Board in the future.

### 5. OLD BUSINESS

Trustee Abraham MOVED to locate public comments/petitions under General Functions, item 1.4, on the Board of Trustees' meeting agenda beginning with the July 21, 2003 meeting.

AYES: Wangler, Scott, Abraham, Davis, Wisner

NAYES: Simmons

ABSENT: Ritter Motion Carried

Trustee Abraham noted that Board Policy states that, "No person shall speak for more than five minutes unless the time limit is waived by a majority of the Board members present."

#### 5.1 Employment Agreement

The agenda item to consider Mary Spangler's contract was deferred for discussion at a later time.

### 6. NEW BUSINESS

Vice Chairperson Wangler stated, in reference to Chancellor Thompson, "We appreciate your years of service to the College. You have done a good job." Vice Chairperson Wangler read the following:

*The Oakland Community College Board of Trustees wants to recognize Richard T. Thompson, retiring Chancellor, for his outstanding contributions to the College during his 37 years at the College.*

*Richard T. Thompson began his career at Oakland Community College in 1966, serving as a member of the English, Social Science and Counseling faculty. Subsequently he served as academic dean, campus president, vice chancellor, interim chancellor, and then appointed Chancellor in 1997.*

*Chancellor Thompson is widely credited for bringing stability and outstanding fiscal management to OCC, guiding the College to a ten-year accreditation from the North Central Association of College and Schools,*

*infusing technology to upgrade services to student and modernizing curricula, fostering business partnerships, developing the Michigan Technical Education Center, advocating for the establishment of CREST, and establishing the Business and Community Alliance.*

*Chancellor Thompson established an extensive re-engineering program to make OCC more student focused that included reorganization of college management, a new computer network, a new computer software system for effective accounting and student record management, a new phone system, and the institution of strategic planning to develop short and long term goals and strategies.*

Vice Chairperson Wangler MOVED that the Board of Trustees approve the naming designation of the easternmost, north/south road on the CREST site, RICHARD T. THOMPSON AVENUE, and authorize the administration to oversee the installation of appropriate signage.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Wiser

NAYES: None

ABSENT: Ritter Motion Carried

#### 6.1 Interim Chancellor

Vice Chairperson Wangler MOVED that the Board of Trustees appoint an interim chancellor to serve until the arrival of Chancellor Mary Spangler

AYES: Simmons, Wangler, Scott, Abraham, Davis, Wiser

NAYES: None

ABSENT: Ritter Motion Carried

Vice Chairperson Wangler MOVED that the Board of Trustees appoint Vice Chancellor George Keith as Interim Chancellor.

A roll call vote was taken.

AYES: Wangler, Abraham, Wiser

NAYES: Simmons, Scott, Davis

ABSENT: Ritter Motion Denied

Trustee Davis MOVED to appoint Vice Chancellor Clarence Brantley to serve as Interim Chancellor for the month of July, 2003 and appoint Vice Chancellor George Keith to serve as Interim Chancellor for the month of August, 2003 until such time as Dr. Spangler arrives.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Wisner

NAYES: None

ABSENT: Ritter Motion Carried

## 6.2 Childcare Center Discussion

Childcare Centers were discussed at the beginning of the meeting.

## 6.3 MCCA Board of Directors

Secretary Scott and Vice Chairperson Wangler will continue to serve as the College's delegates on the Board of Directors for the Michigan Community College Association (MCCA).

# 7. COMMUNITY COMMENTS

## 7.1 Board Member Reports and Comments

Trustee Wisner recommended the Interim Chancellors re-evaluate the Culinary Arts and Health Care Programs and report to the Board of Trustees prior to Mary Spangler's arrival. Chairperson Simmons noted that program evaluation is extensive and time-consuming work. Vice Chancellor Keith recommended this evaluation be delayed until Mary Spangler's arrival. Vice Chancellor Brantley mentioned that much of the College community is involved in evaluating programs and many staff members, especially faculty, are not available during the summer months.

Trustee Wisner MOVED that the Interim Chancellors evaluate the programs, if feasible.

AYES: Wisner

NAYES: Simmons, Wangler, Scott, Abraham, Davis

ABSENT: Ritter Motion Denied

## 7.2 Labor Organizations and Associations

AFSCME Local 2042 President, Deborah Schmidt, thanked the Board of Trustees for reconsidering the use of the Childcare Centers.

AFSCME Local 2042 Vice President, Linda Churchill, asked the Board to please reconsider the personnel recommendation for the Manager of Environmental Health and Safety position. This position is vital to the College.

A Teamsters representative, Arlene Frank, thanked the Board of Trustees for reconsidering the use of child care as this is an important issue for working women.

### 7.3 Public Comments/Petitions

A community member, Michael McGuiness, expressed concern over the obvious tension between board members and mentioned it is not in the best interest of the College when board members are at odds with each other.

Chairperson Simmons MOVED to recess for a five minute break at 9:20 p.m.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Wisner

NAYES: None

ABSENT: Ritter Motion Carried

Chairperson Simmons MOVED to enter into closed session for the purpose of discussing legal opinion with regard to Chancellor-elect Mary Spangler's employment contract.

A roll call vote was taken.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Wisner

NAYES: None

ABSENT: Ritter Motion Carried

The Board of Trustees entered into closed session at 9:30 p.m.

Chairperson Simmons adjourned the closed session and entered into open session at 9:45 p.m.

Chairperson Simmons MOVED that the Board of Trustees approve the employment contract for Dr. Mary Spangler and authorize the Chair to execute the contract on behalf of the Board of Trustees.

A roll call vote was taken.

AYES: Simmons, Wangler, Scott, Abraham, Davis, Wisner

NAYES: None

ABSENT: Ritter

Motion Carried

An addendum covering the cost of housing and storage, not to exceed 90 days, will be added to Dr. Spangler's employment contract.

Chairperson Simmons adjourned the meeting at 9:50 p.m.

Respectfully submitted,

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Patricia J. Funtik

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Date

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Janice Simmons, Chairperson

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Anne V. Scott, Secretary