



BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
October 20, 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 at 7:00 p.m. by Chairperson Simmons, who welcomed all guests and staff members.

1.2 Attendance

Present

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

1.3 Public Comments/Petitions

There were no public comments or petitions.

1.4 Student Presentation

Casey Weedon, a liberal arts major attending the Highland Lakes Campus, described his very positive experience as an OCC student. He plans to transfer to the University of Michigan-Flint where he will pursue a teaching degree. Casey attributes his success in part to his mother who obtained her nursing degree from OCC and went on to receive her bachelor's degree and then an MBA.

1.5 Review of Minutes

The minutes of the September 15, 2003, Board of Trustees' regular meeting were approved as presented.

## 2. CHANCELLOR'S REPORT

### 2.1 Chancellor's Comments

Chancellor Mary Spangler reported the following:

- The Board of Trustees will break for a closed session as soon as all board members are present.
- The chancellor visited all 5 campuses to meet with faculty and staff. Regular monthly site visits are now being scheduled.
- The chancellor attended an On-Line Alliance meeting at Walsh College to sign a joint agreement.
- The chancellor attended the Arab American Chaldean Council's 24<sup>th</sup> annual Civic and Humanitarian Awards Banquet on September 27, 2003, where she met and spoke with Governor Jennifer Granholm, Wayne State University president Irwin Reid, Council President Haifa Fakhouri and Oakland County Sheriff Michael Bouchard.
- The first monthly Chancellor's Cabinet meeting was held at Oakland University where campus presidents and other College officers met with Oakland University senior administrators to discuss partnership opportunities. Follow-up discussions will occur to identify and implement collaborative activities in the areas of articulation agreements, nursing, and professional development.
- The chancellor attended the ACE Commission on International Education in Washington, D.C.
- Under the leadership of Cathy Rush, the United Way fund-raising drive concluded this week. \$46,019 was raised, a 14.8% increase in participation with a slight decrease in money collected.
- Tonight the Board of Trustees will be asked to approve the chancellor's four annual goals under New Business.

Secretary Scott MOVED to enter into closed session to consult with the attorney on legal and contractual issues.

A roll call vote was taken.

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

NAYS: NONE Motion Carried

The Board of Trustees entered into closed session at 7:10 p.m.

Anne Scott MOVED to return to open session.

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

NAYS: NONE Motion Carried

Chairperson Simmons adjourned the closed session and entered into open session at 7:35 p.m.

## 2.2 Staff Reports

Chancellor Spangler noted that at future meetings she will use this section of the agenda to focus attention on the various quality programs and projects OCC is providing our students and the community.

Tonight, the chancellor will present three items to the board:

1. A recap of the Special Board Planning Session.
  - A Special Board Planning Session was held to develop consensus regarding the possible relocation of District Office. Information gathered at the planning session will be used to prepare for an internal comprehensive review of various options, directions, and issues. The chancellor will conduct an open, balanced, and objective process to develop options. Due to the complexity and special focus of the issue, she plans to hire a consultant to assist in gathering and assessing the information. A progress report is scheduled for Winter 2004 and a recommendation will be made to the Board of Trustees in Spring 2004.
2. An update on the progress of the Strategic Planning Process.
  - The Board of Trustees approved 7 goals for Oakland Community College in Spring 2002. Chancellor's Council began discussion in early September to identify possible ways of achieving the goals by 2007. Faculty identified key objectives on October 10 and staff members will follow the same process to identify key objectives during the months of October and November. The data will then be tallied and aggregated. Chancellor's Council is on schedule to produce a Vision Statement and completed strategic plan in January.
3. A brief update by Vice Chancellor Clarence Brantley on the impact of further state budget reductions on OCC.
  - Vice Chancellor Clarence Brantley provided an update on how the anticipated state budget cuts might affect OCC. The state experienced an additional \$900 million dollar shortfall in this year's budget which may cause the state to reduce all community college budgets by 3%. OCC anticipated the possibility of these additional reductions when the budget was being prepared and as a consequence, should not be adversely affected by a 3% cut.

## 2.2 Introduction of New Staff

Martha Smydra, President of the Royal Oak/Southfield Campus introduced Richard Zahodnik, Director of Clinical Education and Respiratory Therapy.

## 3. COLLEGE RESOURCES

### 3.1 Personnel Recommendations

Vice Chairperson Wangler MOVED to approve the Personnel Recommendations as submitted.

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

NAYS: None Motion Carried

The Board approved the following personnel recommendations: the request to rescind the retirement of Jane Ditri (HL) Nursing Teaching Faculty; the faculty transfer of Joanne Roth (SF) Math Teaching Faculty to Math Teaching Faculty (OR); the faculty appointment of Michael Sabol (AH) Social & Behavioral Science Teaching Faculty (Firefighter Technology); the recommendation for leave of absence without pay for management staff – non exempt staff Phyllis Stephens (HL) Child Care Coordinator (10 month position); the management staff – non exempt temporary appointment of Sue Armstrong (HL) Child Care Coordinator (10 month position), and Dale Rohrbach (OR) Interim PASS Coordinator; the classified promotion/reclassification of Debra Schmeichel (OR) Enrollment Services Administrative Specialist (from Student Services Specialist, OR), Paula Baldwin (DO@PP) Information Technologies Computer Specialist (from Media Services Technician, AH), Timothy Lepard (AH) Information Technologies Media Services Technician (from Media Services Technician, HL), Jeanette Zajac (OR) Behavioral Science/Humanities Secretary (from Secretary-Counseling, SF); the classified appointment of Linda Gerchak, (RO/SF) Bookstore Assistant, Saul Grunfeld (SF) Science Paraprofessional, Joyce Reiterman (AH) Student Services Specialist, David McRoberts (RO) Library Technician, Susan Gee (OR) Learning Resources Technician; the separations of Donald Baldwin (OR) Building Custodian, Allen Bogucki (HL) Business Teaching Faculty, Julius Brown (OR) Student Academic & Student Services Interim Dean, Amanda Chmielewski (AH) Child Care Assistant (part-time), Lon Gauthier (AH) Humanities/Art Paraprofessional (part-time), Gabriel Shumba (DO) Financial Analyst.

### 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.

### 3.3 College Facilities

#### **CONSENT AGENDA – MAINTENANCE 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.

Trustee Pamala Davis MOVED to approve items 3.3.1 – 3.3.6 under consent agenda – maintenance projects.

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

NAYS: None Motion Carried

- 3.3.1 College-Wide Deferred Maintenance Project  
Roof Replacement  
Building J – Areas J-2 and J-4  
Auburn Hills Campus  
OCC Project No. PF-AH04-003

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>
Roof Replacement Building J – Areas J-2 and J-4 Auburn Hills Campus OCC Project No. PF-AH04-003	\$114,400

- 3.3.2 College-Wide Deferred Maintenance Project  
Mechanical Rooms Asbestos Abatement  
Building C  
Auburn Hills Campus  
OCC Project No. PF-AH04-005

The Board of Trustees granted authority to the Environmental Consulting Group, Inc., for the purpose of entering into an asbestos remediation contract for the following project:

<u>Project Name</u>	<u>Project Cost</u>
Mechanical Rooms Asbestos Abatement Building C Auburn Hills Campus OCC Project No. PF-AH04-005	\$115,500

- 3.3.3 College-Wide Deferred Maintenance Project  
Underground piping heating replacement  
Levinson Hall/Physical Education Building  
Highland Lakes Campus  
OCC Project No. PF-HL-04-003

The Board of Trustees approved the emergency authorization of \$118,300 to the George W. Auch Company for providing remediation efforts at the Highland Lakes Campus for the following project:

<u>Project Name</u>	<u>Project Cost</u>
Underground Piping Heating Replacement Levinson Hall/Physical Education Building OCC Project No. PF-HL04-003	\$118,300

- 3.3.4 College-Wide Deferred Maintenance Project  
Return and Relief Air Flow Improvement  
Woodland Hall  
Highland Lakes Campus  
OCC Project No. PF-HL04-004

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

<u>Project Name</u>	<u>Project Cost</u>
Return and Relief Air Flow Improvement Woodland Hall Highland Lakes Campus OCC Project No. PF-HL04-004	\$98,400

- 3.3.5 College-Wide Deferred Maintenance Project  
Cooling Tower Upgrade/Chiller Replacement  
Orchard Ridge Campus  
OCC Project No. PF-OR03-013

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>
Cooling Tower Upgrade/Chiller Replacement Orchard Ridge Campus OCC Project No. PF-OR03-013	\$1, 053,400

- 3.3.6 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 completing the following project:

<u>Project Name</u>	<u>Project Cost</u>
Tennis Court Replacement	Previously Approved: \$245,166
Orchard Ridge Campus	Proposed Increase: <u>\$ 33,582</u>
OCC Project No. PF-OR03-011	Revised Total Cost: \$278,748

#### **END OF CONSENT AGENDA – MAINTENANCE PROJECTS**

- 3.3.7 Progress Report - Construction Projects

The Board of Trustees reviewed the Progress Report – Construction Projects

- 3.4 Contracts and Purchases

#### **CONSENT AGENDA – CONTRACTS AND PURCHASES**

Items 3.4.1 – 3.4.5 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 Davis MOVED to approve 3.4.1 – 3.4.5 under consent agenda – contracts and purchases.

- 3.4.1 Purchase of Bulk Road Salt  
Buildings and Grounds

The Board of Trustees approved the purchase of bulk road salt from Morton Salt, at a cost not to exceed \$29,833.45 for the 2003-2004 fiscal year.

Trustee Abraham questioned why this contract was not put out for bid. Vice Chancellor Clarence Brantley remarked that other vendors were raising prices

dramatically and Five Star Waste Services agreed to extend the contract for one year without raising the cost to OCC. Chairperson Simmons stated that this issue was discussed at the Board Agenda Review.

3.4.2 Contract extension for Waste Removal Services  
College-Wide

The Board of Trustees approved a contract extension with Five Star Waste Services, at a cost not to exceed \$51,253 for waste removal services through October, 2004.

3.4.3 Contract with Fanuc Robotics  
Workforce Development Services

The Board of Trustees approved a contract with Fanuc Robotics, at a cost not to exceed \$50,000 for training delivered through May 30, 2004.

3.4.4 Contract with Hyperformix  
Workforce Development Services

The Board of Trustees approved a contract with Hyperformix, at a cost not to exceed \$50,000 for Hyperformix Integrated Performance training through June 30, 2004.

3.4.5 Contract with Rockwell Automation  
Workforce Development Services

The Board of Trustees approved a purchase with Rockwell Automation, at a cost not to exceed \$65,000 for training equipment delivered through May 30, 2004.

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

**4. ACADEMIC AND STUDENT AFFAIRS**

4.1 Academic Senate Reports

College Academic Senate Chair Gerry Faye noted that the College Senate began discussion of the Academic Master Plan.

4.2 Student Reports

Dawn Fullerton, president of the Royal Oak/Southfield Campus chapter of PTK, mentioned chapter members participated in a leadership conference with members of Grand Rapids Community College's chapter of PTK; chapter members plan to participate in the Relay for Life Walk for Cancer with other Michigan regional PTK organizations, including Schoolcraft College and Macomb Community



College. They attended a health fair for young children at Macomb Community College. Dawn noted that Chancellor Mary Spangler and Royal Oak Southfield Campus President Marty Smydra will speak at the December 12, 2003, PTK Induction ceremony.

#### 4.3 Academic Initiatives

Vice Chancellor George Keith presented a brief report on OCC's progress in revitalizing student life activities. A college-wide committee is developing a comprehensive student life program using information obtained from studies asking students what types of student life activities they want. A vision statement was written.

### 5. OLD BUSINESS

Chancellor's Evaluation – Approval of Goals

Anne Scott MOVED to accept the goals as presented by Chancellor Mary Spangler.

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

NAYS: None Motion Carried

### 6. NEW BUSINESS

Anne Scott MOVED that the Board of Trustees cancel the amendment approved on April 21, 2003 for the Ground Lease between Oakland Community College and Selective Alliance, L.L.C., and direct the administration to execute the cancellation.

A roll call vote was taken.

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

NAYS: None Motion Carried

### 7. COMMUNITY COMMENTS

#### 7.1 Board Member Reports and Comments

Secretary Anne Scott mentioned she is interested in the extent to which OCC is doing business with local companies. She requested that future action items indicate the companies' locations.

Trustee Ritter requested additional background information be provided for future action items. She will develop an example to use.

Trustee Abraham questioned hiring a consultant to assist in gathering information regarding issues surrounding District Office. He mentioned there are alternative ways to achieve consensus through looking at various property options. Trustee Wisner stated the Board of Trustees discussed this previously at the planning session October 13, 2003. Chancellor Spangler explained that in order to conduct a comparative analysis she needs to hire an expert to gather information so that an informed recommendation can be made to the Board of Trustees. Trustee Ritter thanked Chancellor Spangler for being forthright in telling the Board of her intentions to hire a consultant. Chancellor Spangler assured board members that the consultant's fee will be less than \$25,000. Should it appear to be likely to exceed that amount, she will return to the board for authorization before committing additional funds.

Secretary Anne Scott reported on her recent attendance at the MCCA Board of Trustees meeting in Escanaba, Michigan. She remarked that our letters to legislators do have an impact on proposed legislation and appropriations. She continues to be concerned about parity in higher education funding from the state.

Secretary Scott MOVED to recommend OCC send a congratulatory letter to Marian Olson upon being awarded "Science Educator of the 20<sup>th</sup> Century."

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

NAYS: None Motion carried

Chairperson Simmons noted that she sent board members a report on her recent trip to the ACCT convention.

Trustee Wisner said the Culinary Studies Institute dinner Thursday, October 16, 2003, was extraordinary. She complimented Orchard Ridge Campus President Edward Callaghan on a job well done.

## 7.2 Labor Organizations and Associations

There were no reports.

Chairperson Simmons adjourned the meeting at 8:20 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