



**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
March 26, 2019
Oakland Community College
2480 Opdyke Road
Bloomfield Hills, MI 48304**

1. CALL TO ORDER

Chair McCulloch called the meeting to order at 6:32 p.m.

2. ATTENDANCE

Present:

John P. McCulloch, Chair
Pamala M. Davis, Vice Chair
Susan E. Anderson, Treasurer
Pamela S. Jackson, Secretary
Shirley J. Bryant, Trustee

Absent:

Kathleen A. Bertolini, Trustee
Christine M. O'Sullivan, Trustee

3. APPROVAL OF AGENDA

Chair McCulloch asked if any trustee wished to add or remove an item. There being none, the Chair added to the agenda that the Board move into closed session pursuant to MCL15.268(d) to discuss the purchase of real estate and tentative action on this matter following the closed session. Chair McCulloch asked for a motion to approve the amended agenda.

Trustee Anderson MOVED to approve the amended agenda, and Trustee Bryant seconded.

AYES: Anderson, Bryant, Davis, Jackson, McCulloch

NAYS: None

Motion Carried

4. MINUTES

4.1 February 19, 2019 Regular Board Meeting Minutes

Trustee Jackson MOVED to approve the February 19, 2019 Regular Board Meeting Minutes. Trustee Anderson seconded.

AYES: Anderson, Bryant, Davis, Jackson, McCulloch

NAYS: None

Motion Carried

4.2 March 14, 2019 Special Board Meeting Minutes

Trustee Jackson MOVED to approve the March 14, 2019 Special Board Meeting Minutes. Trustee Davis seconded.

AYES: Anderson, Bryant, Davis, Jackson, McCulloch

NAYS: None

Motion Carried

5. COMMUNICATIONS

5.1. Community Comments – none

5.2. Student Government Comments

Highland Lakes Associate Dean of Student Services Lisa Skowronski introduced the Student Government Representative Julian Wilson. In addition to being a Student Government Representative, he is also the Vice President of Leadership for Phi Theta Kappa and a student ambassador. Mr. Wilson provided a presentation to the Board on Student Government and Student Life at OCC.

5.3. Academic Report

5.3.1. Academic Senate Update

As Academic Senate Chair John Mitchell was unable to attend due to class, Auburn Hills Campus Chair Barbara Hoag reported. Ms. Hoag relayed Mr. Mitchell's sincere thank you to all the senate leaders and members who worked on the HLC five criteria teams and contributed in any capacity toward the HLC visit and reaccreditation process.

5.3.2 HLC Follow-up

Vice Chancellor for Academic Affairs Cathey Maze thanked everyone who participated in the years prior to and currently with the March 18-19, 2019 HLC visit—especially faculty, staff, Board members, Tim Sherwood, and Nancy Showers.

Dr. Maze stated everything went very well, and the sessions were well attended.

She noted by the end of next week we should be receiving the initial draft report from the HLC site team. The report will be reviewed by her and Dr. Sherwood for errors of fact, only. The report then goes through the HLC process, and we should receive final confirmation by the end of June as to what the HLC has approved, as well as their recommendations.

Another assurance assessment report will be due in four years, and the next site visit will take place in 10 years.

5.4. Chancellor's Comments

Mr. Provenzano commented on the following:

- Four new employees were welcomed:
 - Lauren Goldwater, Director, Respiratory Therapy Program
 - Dana Holt, Coordinator, Human Resources
 - Randall Patterson, Coordinator, Human Resources
 - Donna Tuchowski, Coordinator, Human Resources

- Auburn Hills Campus Dean of Student Services Jahquan Hawkins released his second book “Donovan’s College Adventure.” The book is geared toward elementary-aged children encouraging them to pursue a college education.
- Oakland County Michigan Works! nominated our apprenticeship program with Henry Ford Health System for the development of a pioneering no-cost medical assistant apprenticeship program. The Impact Awards recognize significant economic accomplishments within our communities and showcase the impact of newly created jobs, transformational training and effective talent pipeline development. OCC medical assisting student Talisha Williamson recently accepted the award on behalf of the College.
- All-Michigan Academic Team was honored by the MCCA and Phi Theta Kappa at an event in Lansing on March 4.
- The OCC Student Culinary Team placed first and received a gold medal in the American Culinary Federation, State of Michigan Championship. OCC hosted the event held on February 15.
- Kacy Wolfram, who received a gold medal in the 2018 national Skills USA Championship in Restaurant Service, spoke via video as to what she loves about OCC and her program of study.
- Oakland County Schools, Oakland County Michigan Works!, and OCC hosted the March 13 Apprenticeship Showcase at the Auburn Hills Campus. Nearly 200 people and 18 vendors attended. This event allows high school students, parents, OCC students, and community members to network with industry partners, meet with organizations sponsoring apprenticeship programs, and learn about occupations that can lead to a registered apprenticeship.
- March 13 was officially World Pi Day, with the OCC Math Club hosting an event at the Royal Oak Campus to celebrate.
- Gamer Zach Wigal, founder of Gamers Outreach (a nonprofit organization providing therapeutic gaming to children in hospitals), spoke to students at the Orchard Ridge Campus. Mr. Wigal was named one of Forbes 30 Under 30, having earned his BA degree from EMU.
- OCC’s faculty is holding a Faculty Showcase on March 29 at the Auburn Hills Campus. Our own faculty will be presenting workshops to their peers on a variety of topics, including Rethinking Syllabus Day, Using Rubrics in D2L, Low Cost Textbooks, and Engaging Students.
- WDIV Channel 4 recently hosted a segment featuring Stephen Hohaus, nicknamed Stephen STRONG, a six-year-old who has stage IV neuroblastoma. Stephen loves police dogs. The interview focused on the friendship that developed between Stephen and Oakland County Sheriff’s Deputy and OCC K9 trainer Bob Loken.
- Bloomfield Township police officer Gunnar Bjornson spoke via video as to the excellent training he received at OCC’s CREST facility.
- The Chancellor attended WJR’s St. Patrick’s Day Breakfast on March 15, and had the opportunity to promote OCC via an interview with Paul W. Smith.
- On March 21, 46 of our brightest and best students were inducted into Phi Theta Kappa, the honor society for two-year colleges. The Auburn Hills and Highland Lakes Chapters each achieved 5-Star status, which is the highest PTK level possible.
- OCC Admissions Coordinators Keith Pawlovich and Nicole Jennings presented at the 2019 Great Lakes Regional Success Conference earlier this month. Their presentation “Tabling Tech: No Prospect Left Behind,” was heard by industry experts and practitioners from across the region.
- OCC is partnering with Oakland University, Walsh, and Wayne State University to hold a “Career Empowerment Day” on April 2 at our Royal Oak Campus. Students from these colleges will have the opportunity to have professional studio photos taken, receive professional review of resumes and interviewing skills, and obtain expert advice on how to improve their LinkedIn page.
- OCC’s Theatre Department is presenting “The Fantasticks” on April 5, 6, 11, 12, and 13 at the Royal Oak Campus Lila Jones-Johnson Theatre. This play is touted as the longest running musical in the world.
- Former OCC Chancellor Patsy Calkins passed away on February 1, 2019. Dr. Calkins served as OCC’s fifth Chancellor from March 1991 to January 1996.
(Report on file)

6. MONITORING REPORT – no report

7. ACTION ITEMS

7.1 2019-2020 Budget Presentation

Vice Chancellor for Administrative Services Bobbie Remias and Director of Budget and Financial Planning Renee Oszust discussed the proposed budget and financial forecast for fiscal years ending 2020-2024.

Topics discussed included:

- Revenue - tuition and fees
- Enrollment projection
- Operating revenue budget/forecast
- Operating expenses and transfers
- Operating expenses budget/forecast
- Capital budget and projects

In summary, a \$1.1 million budget surplus is expected for FY2020. We will continue to enhance revenues and align costs in order to balance the forecasted small budget deficits for FY2021-2024. Deferred maintenance and infrastructure improvements on our campuses will continue to be addressed. Spending will be coordinated with our Strategic Plan. Lastly, we will plan to maintain our focus on the College Mission of empowering our students to succeed and advancing our community.

(Report on file)

Referencing the Enrollment Projection slide, Chair McCulloch inquired if all the numbers were based on credit hours, and Ms. Remias responded yes. He also confirmed the peak year was 2010. Chair McCulloch then referenced the FY2020 Operating Expenses pie chart, and asked if there is any way from 2010 up until this proposed budget to figure out what the percentages are, and Ms. Remias said yes. He then referred to the section of the pie chart noting employee salaries and wages at 45.12%, and asked if that could be broken down into major categories, such as full-time faculty, adjunct, administrators, etc., to see what the percentage is each year in total. Ms. Remias replied that could be done. Confirming that the budget would be coming to the Board to vote on in May, he asked this information be sent to them in a timely manner for them to review prior to.

7.2 2019-2020 Tax Levy of Operating Millage

Trustee Davis MOVED the Board of Trustees adopt the resolution to levy the maximum annual tax rate and authorize the Vice Chancellor for Administrative Services to notify the proper assessing office of each municipality to effectuate compliance with this resolution. Trustee Jackson seconded.

ROLL CALL VOTE:

AYES: Anderson, Bryant, Davis, Jackson, McCulloch

NAYS: None

Motion Carried

7.3 2019-2020 Tuition Rates

Trustee Bryant MOVED the Board of Trustees adopt the following tuition rates effective for the Fall 2019 semester:

\$ 94.50 per contact hour for In-district students

\$183.00 per contact hour for Out-of-district students

Trustee Davis seconded.

AYES: Anderson, Bryant, Davis, Jackson, McCulloch

NAYS: None

Motion Carried

8. INFORMATION ITEMS - none

9. BOARD COMMENTS

Trustee Jackson thanked all the presenters who reported this evening. She also mentioned she attended the MCCA Board of Directors meeting on March 21 and 22 and made note it was reported enrollment is decreasing at all the statewide community colleges.

Trustee Bryant thanked Drs. Maze and Sherwood for their leadership during the HLC visit, as well as everyone else involved. She also reminded everyone that on Thursday, March 28, is the OCC Foundation Scholarship Luncheon. Trustee Bryant encouraged individuals to attend this event as it is always very inspirational to hear from the students who received scholarships.

Chair McCulloch said he felt very positive and energized by the process of the HLC accreditation. He expressed kudos to everyone.

Chair McCulloch asked for a motion to move into closed session pursuant to MCL 15.268(d) to discuss the purchase of real property. Trustee Davis so MOVED, and Trustee Jackson seconded.

ROLL CALL VOTE:

AYES: Anderson, Bryant, Davis, Jackson, McCulloch

NAYS: None

Motion Carried

The Board returned to open session at 8:21 p.m.

9.1 OCC Property Purchase

Trustee Anderson MOVED the Board of Trustees approve the purchase of the Royal Oak property located at the southwest corner of Main and Seventh Streets, directly adjacent to the OCC Royal Oak Campus, in accordance with the terms and conditions presented in closed session, and any minor changes to the agreement proposed by the City of Royal Oak are subject to the review by OCC's Vice Chancellor for Legal Services and approval by the Chairman of the Board of Trustees. Trustee Davis seconded.

AYES: Anderson, Bryant, Davis, Jackson, McCulloch

NAYS: None

10. ADJOURNMENT

Trustee Jackson MOVED to adjourn the meeting, and Trustee Davis seconded.

AYES: Anderson, Bryant, Davis, Jackson, McCulloch

NAYS: None

Motion Carried

Chair McCulloch adjourned the meeting at 8:22 p.m.

Cherie A. Foster

Date

John P. McCulloch, Chair

Pamela S. Jackson, Secretary

Mission: OCC is committed to empowering our students to succeed and advancing our community.