



**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
February 20, 2018
Oakland Community College
Auburn Hills Campus, Room G240
2900 Featherstone Road
Auburn Hills, MI 48326**

1. GENERAL FUNCTIONS

1.1 Call to Order and Welcome

The meeting was called to order at 7:00 p.m. by Chair McCulloch.

1.2 Attendance

Present

John P. McCulloch, Chair
Pamala M. Davis, Vice Chair
Susan E. Anderson, Treasurer
Kathleen A. Bertolini, Trustee
Pamela S. Jackson, Trustee

Absent

Shirley J. Bryant, Trustee
Christine M. O'Sullivan, Secretary

1.3 Approval of Agenda

Trustee Davis MOVED to approve the agenda, and Trustee Jackson seconded.

AYES: Anderson, Bertolini, Davis, Jackson, McCulloch

NAYS: None

Motion Passed

1.4 Approval of January 16, 2018 Regular Board Meeting Minutes

Trustee Davis MOVED to approve the January 16, 2018 Regular Board Meeting Minutes. Trustee Anderson seconded.

AYES: Anderson, Bertolini, Davis, Jackson, McCulloch

NAYS: None

Motion Passed

1.5 Public Comments

A biology faculty member from the Highland Lakes Campus addressed the Board regarding labs.

1.6 Academic Senate Report

Academic Senate Chair Shawn Dry provided a Winter semester work update by the Senate. Some of the projects are:

- New Academic Standards standing committee created
- Students in Need ad hoc committee held its first meeting
- Assessment and Curriculum Review standing committees are reviewing portions of the HLC Assurance argument

(Presentation on file)

1.7 Labor Organizations and Associations

OCCFA President Robyn Tennison mentioned she had just sent an email at the end of the day to the Board outlining the philanthropic activities the faculty is involved in.

Ms. Tennison also mentioned the meetings being held with the Chancellor and Administration are moving in a positive direction.

2. CHANCELLOR'S REPORT

2.1 Chancellor's Comments

Mr. Provenzano commented on the following:

- Three retirees were recognized for their service at OCC:
 - Kimberly Huegelier, 21 years - Facilities Manager at Royal Oak Campus
Ms. Huegelier, who attended the meeting along with Marty Smydra (past president of Royal Oak/Southfield Campus), thanked OCC for the wonderful opportunities she had here. She also thanked her friend and first boss, Ms. Smydra.
 - Janine M. McKay, 21 years – Massage Therapy Program Coordinator at Highland Lakes
 - Deborah A. Fiott, 27 years – Institutional Effectiveness Research Assistant at Auburn Hills Campus
- Two new employees were welcomed:
 - Paul Matynka – Lieutenant, Public Safety, Auburn Hills Campus
 - Jessica Ritchie-Smola – Buyer, Purchasing Services
- Michigan Secretary of State Ruth Johnson will be OCC's 2018 Commencement Speaker.

- OCC Alum NASA astronaut Dr. Andrew Feustel is scheduled to launch March 2018 to join the International Space Station. OCC plans to participate in a downlink with the Space Station on April 15, 2018.

- Michigan Veterans Affairs Agency-Friendly School Program awarded OCC a gold status award for 2017-18. This is the second award of its kind for OCC, which was also awarded gold status in 2016-17. OCC has 550 veteran students for 2017-18.
- The OCC Ice Carving Team took first place for the tenth year in a row at the National Ice Carving Championship held in Frankenmuth the last weekend in January. The team is led by Chef Doug Ganhs.
- OCC grad Alex Gamelin is competing in this year's winter Olympics in Seoul. He graduated summa cum laude with a Liberal Arts Degree in 2016.
- OCC was proud to celebrate Black History Month by hosting the African American Read-In at the various campuses during February.
- Adjunct Science faculty member Samer Hariri (Orchard Ridge Campus) participated in Cranbrook's Michigan Meteorite Day held after a meteor broke apart over Michigan in January. He lent his expertise to verifying samples discovered in Hamburg (MI).
- eTranscripts is a new service available to our students. It provides fast access to transcripts (sometimes within 30 minutes after submitting a request), and is offered at no cost to students.

2.2 Staff Report – OCC Web Update – Michele Kersten-Hart, Manager of Multi-Media and Web Services; Beverly Stanbrough, Academic Dean of College Readiness; and Kayla LeBlanc, Academic Dean of Distance Education

Ms. Kersten-Hart provided an update on OCC's website. She noted this is the two-year anniversary and it has been redesigned to be a quick and valuable resource supporting students/prospective students within two keystrokes. The website is completely ADA compliant and is one of the first community colleges in Michigan to make that claim. Over the past year, the website has had over 3.2 million visitors – half from outside search engines and marketing and half using digital devices (phone/tablets). The team is working with faculty to add program webpages to continue to boost traffic and provide resources.

Ms. Stanbrough addressed the "Which Student are You?" pages. This provides students to more easily obtain the information they need based on what type of OCC student they wish to be; i.e., Guest Student, International Student, Online Student, etc.

Ms. LeBlanc reported on OCC's Virtual Campus, which was created to provide OCC students with information pertaining to distance learning, as well as user-friendly access to obtain student services when not on campus. Among some of the things students can do from the Virtual Campus Home Page is apply for admission, view the course catalog, and register for classes.

Some of the next steps for the website include more photos and infographics, student testimonials, program webpages for all OCC programs, and program videos.
(Presentation on file)

2.3 Introduction of New Staff – (addressed under Chancellor's Comments)

3. ACADEMIC AND STUDENT AFFAIRS

- 3.1 Student Report – Stacey Jackson, Associate Dean of Student Services, introduced Auburn Hills Campus Student Representative Timothy Morris. Mr. Morris then presented his report to the Board on student activities at the Auburn Hills Campus and college-wide.
(Presentation on file)

- 3.2 Academic Initiatives – No report

4. COLLEGE RESOURCES

- 4.1 Personnel Monitoring Report – There were no questions regarding the Personnel Monitoring Report.

Trustee Davis MOVED to receive and file the report. Trustee Anderson seconded.

AYES: Anderson, Bertolini, Davis, Jackson, McCulloch

NAYS: None

Motion Passed

- 4.2 Business and Finance Quarterly Report – There were no questions regarding the Quarterly Finance Report.

Trustee Jackson MOVED to receive and file the report. Trustee Bertolini seconded.

AYES: Anderson, Bertolini, Davis, Jackson, McCulloch

NAYS: None

Motion Passed

- 4.3 College Facilities Quarterly Report

Trustee Anderson MOVED to receive and file the report. Trustee Bertolini seconded.

AYES: Anderson, Bertolini, Davis, Jackson, McCulloch

NAYS: None

Motion Passed

- 4.4 Information Technology Quarterly Report

Trustee Jackson MOVED to receive and file the report. Trustee Anderson seconded.

AYES: Anderson, Bertolini, Davis, Jackson, McCulloch

NAYS: None

Motion Passed

- 4.5 OCC Foundation Year in Review and Quarterly Report

Foundation Executive Director Dan Jenuwine presented the Foundation's Year in Review. He reported the audited net revenue for FY 2016-17 was \$919,392, a \$634,486 increase from FY 2015-16. Mr. Jenuwine noted the Foundation's mission focus is to help students succeed through either an agency brochure (outlining agencies where

students can get help that isn't available on campuses), through the Student Success Fund, and through scholarships. He also reported 15 new scholarships were created this year. Lastly, in looking ahead, the Foundation will continue to build relationships, improve its financial results, improve processes, and support strategic priorities.
(Presentation on file)

Chair McCulloch asked the Board if they had any questions regarding the Foundation's quarterly report.

Trustee Davis MOVED to receive and file the report. Trustee Bertolini seconded.

AYES: Anderson, Bertolini, Davis, Jackson, McCulloch

NAYS: None Motion Passed

4.6 Strategic Plan Quarterly Report

Dan Gonder, from Six Disciplines Consulting, reviewed the Strategic Plan Quarterly Report and informed the Board on how to interpret the data provided. He noted his role is to support the Cabinet as they roll out the Strategic Plan.

Trustee Jackson MOVED to receive and file the report. Trustee Bertolini seconded.

AYES: Anderson, Bertolini, Davis, Jackson, McCulloch

NAYS: None Motion Passed

4.7 Contracts and Purchases

4.7.1 2018-2021 Dispatch Agreement College-Wide

Trustee Anderson MOVED the Board of Trustees approve the 2018-2021 Police Dispatch Service(s) agreement with the County of Oakland. Trustee Davis seconded.

AYES: Anderson, Bertolini, Davis, Jackson, McCulloch

NAYS: None Motion Passed

5. UNFINISHED BUSINESS – None

6. NEW BUSINESS

6.1 Appointment of Audit Committee Members

Trustee Anderson MOVED the Board of Trustees approve the two-year reappointment of Shirley Bryant as the Board of Trustees member and two-year reappointment of Peggy Scheske and Sara Voight as the two community members to the OCC Audit

Committee through December 31, 2019. Trustee Davis seconded.

AYES: Anderson, Bertolini, Davis, Jackson, McCulloch

NAYS: None

Motion Passed

7. BOARD MEMBER REPORTS AND COMMENTS

Trustee Davis noted Trustee O’Sullivan was unable to attend the meeting this evening due to illness.

Trustee Jackson mentioned she attended the State of the County presented by Brooks Patterson. She extended kudos to Phil Bertolini (Trustee Bertolini’s husband) for the excellent work he is doing for the County. She also mentioned prior to tonight’s meeting, the Board toured the science, welding, and automotive areas where renovations are being proposed. Trustee Jackson stated when these renovations are implemented, she hopes OCC can be highlighted in the next State of the County address.

8. ADJOURNMENT

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

AYES: Anderson, Bertolini, Davis, Jackson, McCulloch

NAYS: None

Motion Passed

Chair McCulloch adjourned the meeting at 8:08 p.m.

Cherie A. Foster

Date

John P. McCulloch, Chair

Pamala M. Davis, Vice Chair