



**BOARD OF TRUSTEES
REGULAR MEETING
MINUTES
March 20, 2018
Oakland Community College
Royal Oak Campus
739 S. Washington Avenue
Royal Oak, MI 48067**

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
Susan E. Anderson, Treasurer
Christine O'Sullivan, Secretary
Kathleen A. Bertolini, Trustee
Shirley J. Bryant, Trustee
Pamela S. Jackson, Trustee

Absent

Pamala M. Davis, Vice Chair

1.3 Approval of Agenda

Trustee Bryant MOVED to approve the agenda. Trustee O'Sullivan seconded.

AYES: Anderson, Bertolini, Bryant, Jackson, McCulloch, O'Sullivan

NAYS: None Motion Carried

1.4 Approval of Board Minutes

1.4.1 Review of February 20, 2018 Regular Board Meeting Minutes

Trustee Anderson MOVED to approve the February 20, 2018 Regular Board Meeting Minutes. Trustee Jackson seconded.

AYES: Anderson, Bertolini, Bryant, Jackson, McCulloch, O'Sullivan

NAYS: None Motion Carried

1.4.2 Review of March 3, 2018 Special Board Meeting Minutes

Trustee Bertolini MOVED to approve the March 3, 2018 Special Board Meeting Minutes. Trustee O’Sullivan seconded.

AYES: Anderson, Bertolini, Bryant, Jackson, McCulloch, O’Sullivan

NAYS: None Motion Carried

1.5 Public Comments - none

1.6 Academic Senate Report

Academic Senate Chair Shawn Dry addressed the Board regarding what the Senate is doing to help the College address the growing awareness of sexual harassment and assault in the academic environment.

1.7 Labor Organizations and Associations

OCCFA President Robyn Tennison reported on some highlights in the math department at Royal Oak:

- received 200 Texas calculators through a \$20,000 grant
- 150 students recently participated in a math league
- tutoring center available

2. CHANCELLOR’S REPORT

2.1 Chancellor’s Comments

Mr. Provenzano commented on the following:

- New employee Public Safety Officer Albert I. Yasso was welcomed.
- Four retirees were recognized for their service at OCC:
 - Gary S. Casey, 21 years – Human Resources Director of Employee Relations at District Office. Mr. Casey addressed the Board and said “OCC is an incredibly good place to work, and he enjoyed coming into work every day.”
 - Alice A. Degrandchamp, 34 years – Engineering, Manufacturing, and Industrial Technologies Paraprofessional at Auburn Hills Campus
 - Nancy K. Szabo, 38 years – Administrative Assistant at District Office
 - Sheri A. Kleopfer, 39 years – Financial Services Accounting Specialist at District Office
- Julie Gunkelman, math faculty at the Orchard Ridge Campus, was one of four nationally named as a finalist for the AACC Faculty Innovation Award. The winner will be announced at the AACC Annual Convention in April.
- Auburn Hills Campus Dean of Students Jahquan Hawkins was chosen to receive the *Michigan Chronicle’s* 40 under 40 award. Chosen from hundreds of the area’s most influential young professionals and community leaders, this award celebrates local African-Americans who inspire others through their vision and leadership, exceptional achievements, and participation in community service.
- OCC’s Admission Team is doing an exceptional job with their new student

initiatives, including campus tours, high school visits, live admission events, college and employee fairs, workshops, and much more.

2.2 Staff Report - none

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

3. ACADEMIC AND STUDENT AFFAIRS

3.1 Student Report –Dean of Student Services Janice Brown-Williams introduced the Royal Oak/Southfield Student Representative Shane Young. Mr. Young then presented his report to the Board on student activities at the Royal Oak/Southfield 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 Bryant made a motion to receive and file the report. Trustee O’Sullivan seconded.

AYES: Anderson, Bertolini, Bryant, Jackson, McCulloch, O’Sullivan

NAYS: None Motion Carried

4.2 Business and Finance

4.2.1 2018-2019 Budget Presentation

Interim Vice Chancellor for Administrative Services Bobbie Remias presented the Board with the proposed Budget and Financial Forecast for fiscal years ending 2019-2023. She began with discussing enrollment projections.

Director of Budget and Financial Planning Renee Oszust reviewed the operating budget and forecast, which included the FY2019 estimated revenue, operating expenses, and net transfers.

Ms. Remias addressed the capital budget, along with Vice Chancellor of Information Technology Robert Montgomery who shared some of the upcoming IT projects, and Executive Director of Facilities Operations Robert Kelly who reviewed some of the facility projects that need to be completed to preserve the

College's assets.

In summary, Ms. Remias made the following points:

- Projected a slight budget surplus for FY2019
- Need to continue efforts to enhance revenues and align costs for future years
- Need to address deferred maintenance and infrastructure improvements on our campuses
- Continue to coordinate spending with our Strategic Plan
- Continue to maintain our focus on the College Mission to guide our students to success that fulfills community needs

She concluded by thanking her budget team: Renee Oszust, Debbie Swanson, Becky Guenther, and Stacey Dyer.
(Presentation on file)

4.2.2 2018-2019 Tax Levy of Operating Millage

Trustee Anderson 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 Bertolini seconded.

AYES: Anderson, Bertolini, Bryant, Jackson, McCulloch, O'Sullivan

NAYS: None Motion Carried

4.2.3 2018-2019 Tuition and Fee Rates

Trustee Jackson MOVED to adopt the following tuition rates effective for the Fall 2018 semester: \$92 per contact hour for in-district students and \$178 per contact hour for out-of-district students. Trustee Bryant seconded.

AYES: Anderson, Bertolini, Bryant, Jackson, McCulloch, O'Sullivan

NAYS: None Motion Carried

4.2.4 Financial Report - none

4.3 College Facilities Report - none

4.4 Information Technology Report – none

4.5 OCC Foundation Report – none

4.6 Strategic Plan Report - none

4.7 Contracts and Purchases

4.7.1 Robotics/Automated Systems Technology Auburn Hills Campus

Trustee Bryant MOVED the Board of Trustees approve the purchase of two robots and all required training from FANUC America in the amount of \$87,742. Trustee Anderson seconded.

AYES: Anderson, Bertolini, Bryant, Jackson, McCulloch, O’Sullivan

NAYS: None

Motion Carried

5 UNFINISHED BUSINESS – none

6 NEW BUSINESS

6.1 Proposed Amended and New Board Policies, Procedures, Bylaws, and Policy Committee Charter (First Reading)

Trustee Anderson MOVED the Board of Trustees approve the first reading of the amended and new Board policies and procedures to take effect July 1, 2018. The amended and new policies and procedures shall supersede any previously existing policies and procedures on the same subject matter. To the extent the language of the policies and procedures conflicts with any portion of any other previously existing policy or procedure, the new language shall control. Trustee Bryant seconded.

Trustee Bertolini requested policy 1.13, page 3, item 4, be amended to read 24 months, instead of 12 months. Chair McCulloch requested Trustee Bertolini’s recommendation be referred back in writing to the Policy Committee.

Vote on motion to approve first reading:

AYES: Anderson, Bertolini, Bryant, Jackson, McCulloch, O’Sullivan

NAYS: None

Motion Carried

Trustee Anderson MOVED the Board of Trustees approve the first reading of the OCC Policy Committee Charter concurrently with the first reading of proposed Policy 1.11, Board Committees. Trustee O’Sullivan seconded.

AYES: Anderson, Bertolini, Bryant, Jackson, McCulloch, O’Sullivan

NAYS: None

Motion Carried

Trustee Jackson MOVED the Board of Trustees approve the first reading of the new bylaws to take effect July 1, 2018. The new bylaws shall supersede any previously

existing bylaws on the same subject matter. To the extent the language of these bylaws conflicts with any portion of any other previously existing bylaw, policy and/or procedure, the new bylaw language shall control. Trustee Bryant seconded.

AYES: Anderson, Bertolini, Bryant, Jackson, McCulloch, O'Sullivan

NAYS: None Motion Carried

7 BOARD MEMBER REPORTS AND COMMENTS

Trustees thanked their fellow Board members for all the hard work they put in serving on the Policy Committee. The trustees also acknowledged the hard work put in by Administration.

Trustee Bryant referenced the Personnel Monitoring Report, and noted she was sad to hear of Dr. Holcomb's passing, as well as Terry McCauley's retirement.

The trustees thanked all those involved in this evening's 2018-2019 budget presentation.

Trustee Jackson expressed her excitement about the renovations to take place at the various campuses.

8 ADJOURNMENT

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

AYES: Anderson, Bertolini, Bryant, Jackson, McCulloch, O'Sullivan

NAYS: None Motion Carried

Chair McCulloch adjourned the meeting at 8:14 p.m.

Cherie A. Foster

Date

John P. McCulloch, Chair

Christine M. O'Sullivan, Secretary