



**OAKLAND COMMUNITY COLLEGE™**

Excellence *Empowered.*™

**BOARD OF TRUSTEES  
REGULAR MEETING  
MINUTES  
December 10, 2019  
Oakland Community College  
2480 Opdyke Road  
Bloomfield Hills, MI 48304**

**1. CALL TO ORDER**

Chair McCulloch called the meeting to order at 6:30 p.m.

**2. ATTENDANCE**

Present:

John P. McCulloch, Chair  
Susan E. Anderson, Treasurer  
Pamela S. Jackson, Secretary  
Kathleen A. Bertolini, Trustee  
Shirley J. Bryant, Trustee  
Christine M. O’Sullivan, Trustee (arrived at 6:45 p.m.)

Absent:

Pamala M. Davis, Vice Chair

**3. APPROVAL OF AGENDA**

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

AYES: Anderson, Bertolini, Bryant, Jackson, McCulloch

NAYS: None

Motion Carried

**4. MINUTES**

4.1 November 19, 2019 Regular Board Meeting Minutes

Trustee Bertolini MOVED to approve the November 19, 2019 Regular Board Meeting Minutes. Trustee Jackson seconded.

AYES: Anderson, Bertolini, Bryant, Jackson, McCulloch

NAYS: None

Motion Carried

**5. COMMUNICATIONS**

5.1. Community Comments – none

## 5.2. Student Government Comments – no report

## 5.3. Academic Report

### 5.3.1. Academic Senate Update

Academic Senate Chair John Mitchell reported upcoming Senate business will include

- The first report from the Distance Learning Task Force
- Many major and minor curriculum changes to discuss and vote on
- Some academic policies to approve
- Senate Leadership will hold its mid-year retreat this Friday, December 13

## 5.4. Chancellor's Comments

Mr. Provenzano commented on the following:

- Three new employees were welcomed:
  - Tejal Bhalarao, Business Intelligence Analyst, Institutional Effectiveness
  - Lynn Cherry, Associate Dean, Nursing & Health Professions
  - Elizabeth Rae, Assistant General Counsel, Legal Services
- Retiree Derrick Nelson, Custodial Maintenance, was acknowledged for his 16 years of service at OCC. Mr. Nelson said it has been an honor to work at OCC.
- Our Mental Health Task Force recently launched a new series of presentations designed to promote awareness of mental health issues affecting OCC students and employees. The series kicked off with "Mental Health Overview" session. The next topic will cover "Human Trafficking."
- Human Resources rolled out Diversity and Inclusion training to all employees, which continue into 2020
- Two OCC students were recently featured in a new video by CollegeBoard, which administers the SAT and provides our ACCUPLACER testing
- Kelly Flores, our sign language program coordinator, co-authored a new book with Lansing Community College colleague Brenda Cartwright, entitled "Principles of Interpreting"
- The OCC Music Department is featuring two free band concerts this month. The Jazz Band performed last Thursday in the Smith Theatre at the Orchard Ridge Campus, and the Concert Band will perform its semester-end concert on Friday, December 13, at the Highland Lakes Campus.  
(Report on file)

## 6. MONITORING REPORT

### 6.1. College Readiness

Chancellor Provenzano noted it is not unusual for community colleges to have 50 percent of its high school students not ready in math or English. In collaborating closely with our faculty, we are trying to prepare our students with better math and English placement testing, accepting SAT scores for math and English, requiring mandatory counseling and orientation, and enhancing our services and awareness of many wrap-around services such as ASC, tutoring, counseling, etc. This is resulting in more students placing higher in Math and English classes, as well as an increase in the average GPA. The Chancellor then turned the presentation over to Vice Chancellor for Academic Affairs Cathey Maze and Vice Chancellor for Student Services Lori Przymusinski.

There are four major purposes that College Readiness covers:

- Open access to high educations; fits progress and development into complex student lives/contexts
- Accurately determines individual student readiness to succeed in OCC courses
- Provides efficient paths to attain college readiness based on student needs
- Helps students define specific goals and plans to achieve them.

These purposes cover key themes:

- Poses national challenge, especially for community college students
- Best practices at national and state levels take time to effectively implement and evaluate
- Policies/practices need to accommodate wide range of individual student needs
- Ongoing student engagement in support services to increase success difficult amid student lives.

Dr. Maze covered the national and state ACT and SAT report stats, with the Michigan stats revealing 45 percent fell below the college readiness benchmark on SAT Evidence-Based Reading and Writing and 64 percent fell below the SAT benchmark for Mathematics.

Some of the other areas covered included Placement and Curricular Changes, English and Math College Readiness, Academic Support Center, VFAs (Voluntary Framework of Accountability), ESL as a Second Language, and Future Direction.  
(Report on file)

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

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

NAYS: None

Motion Carried

## 7. ACTION ITEMS

### 7.1. Proposed Board of Trustees Revised 2020 Regular Meeting and Conference Schedule

Trustee Anderson MOVED to approve the revised 2020 Board of Trustees Regular Meeting and Conference Schedule Dates. Trustee Bryant seconded.

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

NAYS: None

Motion Carried

## 8. INFORMATION ITEMS

### 8.1 Board of Trustees Self-Evaluation

Vice Chancellor for Legal Affairs Eileen Husband stated that according to Board policy 2.4 the Board is required to complete a self-assessment by December 31. Ms. Husband distributed the results of the self-assessment to the trustees.

Chair McCulloch suggested the trustees take time to review the results and defer their discussion on this matter until the January Board meeting.

## 9. BOARD COMMENTS

Trustee Jackson shared that her daughter's non-profit organization, Marilyn Violet Foundation, was able to find an elementary school in Detroit to accept 280 desks donated by OCC. If not for this foundation, due to the lack of need in our area, the desks would have been discarded. Trustee Jackson gave special thanks to Executive Director of Facilities Operations Bob Kelly and his team for assisting with loading the desks for transport.

Board members extended their thanks to Dr. Maze for her years of service at OCC, as well as wished everyone a happy holiday season.

Chair McCulloch asked for a motion to move into closed session pursuant to MCL 15.268(a) for the purpose of discussing the Chancellor's Evaluation. Trustee O'Sullivan so MOVED, and Trustee Anderson seconded.

ROLL CALL VOTE:

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

NAYS: None

Motion Carried

The Board went into closed session at 7:55 p.m.

The Board returned to open session at 8:55 p.m.

**10. ADJOURNMENT**

Chair McCulloch adjourned the meeting at 8:55 p.m.

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Cherie A. Foster

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Date

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John P. McCulloch, Chair

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Pamela S. Jackson, Secretary

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