



OAKLAND COMMUNITY COLLEGE®

Excellence *Empowered.*®

**BOARD OF TRUSTEES  
VIRTUAL AUDIO REGULAR MEETING MINUTES  
May 19, 2020  
Oakland Community College  
2480 Opdyke Road  
Bloomfield Hills, Michigan**

**1. CALL TO ORDER**

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

**2. ATTENDANCE**

ROLL CALL VOTE:

Present:

John P. McCulloch, Chair  
Pamala M. Davis, Vice Chair  
Susan E. Anderson, Treasurer  
Pamela S. Jackson, Secretary  
Kathleen A. Bertolini, Trustee  
Shirley Bryant, Trustee  
Christine M. O'Sullivan, Trustee

Absent:

None

Chair McCulloch noted this Regular Board Meeting is being held telephonically as permitted by Michigan Governor's Executive Order 2020-75 (COVID-19). Therefore, although the meeting is being audio recorded, it will not be visually recorded as required by our bylaw Article IV Section 4.h. He asked for a motion that for today's meeting the Board waive the requirement of bylaw Article IV Section 4.h. that all regular meetings of the Board be video recorded. Trustee Anderson so MOVED, and Trustee Davis seconded.

ROLL CALL VOTE:

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

NAYS: None

Motion Carried

**3. APPROVAL OF AGENDA**

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

ROLL CALL VOTE:

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

NAYS: None

Motion Carried

#### 4. MINUTES

##### 4.1 April 28, 2020 Regular Board Meeting Minutes

A – ACTION

Trustee O’Sullivan MOVED to approve the April 28, 2020 Regular Board Meeting Minutes. Trustee Jackson seconded.

ROLL CALL VOTE:

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

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 provided the Senate update report. Some of the items discussed included:

- First Senate Zoom meeting held on April 30 had about 70 participants, which enabled them to complete the remaining curricular business for the academic year
- Through remote methods, the Campus Senates were able to successfully hold elections for next year’s senators
- Senate leadership continues to focus on remote and online training and preparations should it become necessary for the Fall
- Senate standing and ad hoc committees continue to conduct their work remotely and are making preparations for next year’s work
- Chair Mitchell noted he recently had the privilege to meet with our new Provost Jennifer Berne, which ensued in productive discussions regarding a variety of topics
- A College Senate meeting will be held on May 28, which will include electing College Senate officers for 2020-2021, along with other academic business
- Campus Senate meetings in June will be held virtually, with the final meeting of the academic year to hold its meeting on June 25 via Zoom. The primary focus will be on Distance Learning Online, Remote, and Hybrid options for the coming school year.

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

ROLL CALL VOTE:

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

NAYS: None

Motion Carried

###### 5.3.2. Winter and Summer Semester Update

Provost Jennifer Berne provided an update on OCC’s Winter and Summer enrollment.

In adherence to the Governor's March stay home/stay safe decree, faculty converted all face-to-face classes into remote environments. The following occurred:

- 633 faculty began teaching 1,521 course sections of 479 different classes in an online or remote format
- 15,264 students, taking an average of 7.98 credits, adjusted schedules, gained access to technology, and changed the way many of them were learning

#### Summer Semester 2020

- 9,747 students, taking 58,320 credit hours, enrolled for the Summer Semester
- Headcount is down only 26 students (.27 percent from Summer 2019), and credit hours are up 3,624 (up 6.64 percent from Summer 2019)

Academic leaders are focused on supporting faculty as they transition face-to-face courses to online and remote formats to prepare for the future. While the time wasn't available as we set up remote learning for Winter and Summer, we now have the ability to create and provide professional learning that will offer faculty the opportunities to enhance their technology and pedagogical skills, to study best practices in online and remote course delivery, to collaborate with one another, and to learn from the experience of our academic technology professionals.

As a result, OCC will have a large number of faculty well prepared to teach high-quality online and remote courses. This capacity gives us both the flexibility to respond to future crises and the stability to integrate more technology-enhanced classes into our regular course schedule. OCC continues to offer the full array of career and transfer options for students as we carry on our efforts to provide high-quality teaching and learning in all modalities for the present and the future.

Trustee Anderson inquired about the summer scholarships that were given to students. Chancellor Provenzano noted over 900 students applied and approximately 700 scholarships were granted. Unfortunately, there was not enough money to provide scholarships to all who applied. The Chancellor believes that the scholarships affected the number of students who are attending Summer Semester 2020 as to those who enrolled in Summer Semester 2019. Other reasons for enrollment may be due to other institutions are encouraging students to take classes closer to home, as well as some students may not currently be working and are able to attend Summer semester.

Trustee Bertolini was very pleased with the report and the amazing transformation of faculty and staff to meet the needs of our students during these difficult times. Trustee Jackson echoed Trustee Bertolini's praises.

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

#### ROLL CALL VOTE:

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

NAYS: None  
(Report on file)

Motion Carried

#### 5.4. Chancellor's Comments

Mr. Provenzano commented on the following:

- Completed a successful Winter semester
  - Thanked employees for their hard work, innovation, and adaptability
  - Congratulated our students for finishing the Winter semester during such challenging times

- It is critical to listen to our students more than ever, so a student survey was sent:
  - 80 percent rate our communications good or better in keeping them informed
  - Nearly 70 percent said it was easy or very easy to find resources to support them
  - Majority of those responding gave high marks to Student Services
  - About half said remote instruction was the same or better than face-to-face
  - Majority said they would return for Summer and Fall semester
- Celebrating our students' achievements hasn't been put on hold due to the pandemic
  - To mark the original commencement date, we created a video featuring key community and business leaders congratulating our graduates, which will be emailed to our 1,900 students and shared on social media
  - Exploring virtual commencement options in the event we cannot hold a face-to-face ceremony
- Empowering our students for summer success
  - Enrollment is up
    - Credit hours increased 6 percent over last summer on the first day of class
    - Continuing to market late start classes
    - Continuing to add classes for summer as the demand goes up
  - Summer momentum scholarship
    - Overwhelming response making it a huge success
    - More applicants than money available even after doubling the funds
- Welcomed Liz Schnell, our new Vice Chancellor for Marketing & Communications, who brings a wealth of experience and leadership skills
- The Chancellor thanked Bobbie Remias, Renee Oszust, and the Finance team for all the hard work they put into preparing the budget booklet, as well as receiving the GFOA Award for Best Practices in Community College Budgeting, and for once again receiving the CAFR award

Chair McCulloch asked for an update at the June Board meeting as to what the strategy is for going into the Fall semester.

(Report on file)

## 6. MONITORING REPORT – no report

## 7. ACTION ITEMS

### 7.1. 2020-2021 Final Budget

**B – ACTION**

Trustee Anderson MOVED for the Board of Trustees to approve the General Appropriations Act for the 2020-2021 fiscal year. Trustee Davis seconded.

ROLL CALL VOTE:

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

NAYS: None

Motion Carried

### 7.2. Board of Trustees MCCA Representative and Alternate

**C – ACTION**

Trustee Davis MOVED the Board of Trustees elect Trustee Jackson as representative to the MCCA Board of Directors and that Trustee Anderson be elected as alternate representative to the MCCA Board of Directors for a term beginning July 15, 2020 and ending July 14, 2021. Trustee O'Sullivan seconded.

ROLL CALL VOTE:

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

NAYS: None

Motion Carried

Trustee Jackson commented that at a recent MCCA meeting in which she and the Chancellor participated in, the MCCA commended OCC on how they are addressing the current pandemic situation.

**8. INFORMATION ITEMS**

**CONSENT CALENDAR – INFORMATION ITEMS**

As there was no separate discussion called for Information Items 8.1 through 8.4 on the Consent Calendar, Chair McCulloch asked for a motion to receive and file these reports. Trustee Anderson so MOVED, and Trustee Jackson seconded.

ROLL CALL VOTE:

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

NAYS: None

Motion Carried

8.1. Finance Quarterly Report

**D - INFORMATION**

8.2. College Facilities Quarterly Report

**E - INFORMATION**

8.3. Information Technology Quarterly Report

**F - INFORMATION**

8.4. OCC Foundation Quarterly Report

**G - INFORMATION**

8.5. Strategic Plan Update (new plan to be presented in June)  
(Reports on file)

**END OF CONSENT CALENDAR – INFORMATION ITEMS**

**9. BOARD COMMENTS**

Trustee Davis thanked Dan Jenuwine for filling in as interim Vice Chancellor for Marketing & Communications in addition to his responsibilities with the Foundation.

Chair McCulloch said everyone across OCC should be given a round of applause for the work that has been done. He stated he is very proud to be part of this organization.

## 10. ADJOURNMENT

There being no further business, Chair McCulloch adjourned the meeting at 7:08 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.