



OAKLAND COMMUNITY COLLEGE®

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**BOARD OF TRUSTEES
REGULAR MEETING MINUTES – VIA ZOOM**

October 19, 2020

**Oakland Community College
2480 Opdyke Road
Bloomfield Hills, Michigan**

1. CALL TO ORDER

Chair McCulloch called the meeting to order at 6:00 p.m.

2. ATTENDANCE

ROLL CALL:

Present:

John P. McCulloch, Chair
Pamala M. Davis, Vice Chair (mic muted)
Susan E. Anderson, Treasurer
Pamela S. Jackson, Secretary
Kathleen A. Bertolini, Trustee
Shirley Bryant, Trustee

Absent:

Christine M. O’Sullivan, Trustee

3. APPROVAL OF AGENDA

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

AYES: Anderson, Bertolini, Bryant, Jackson, McCulloch

MUTED: Davis

NAYS: None

Motion Carried

Chair McCulloch asked for a motion move into closed session, under MCL 15.268(h), OAG No. 6365 (June 2, 1986) and OAG No. 6817 (Sept. 14, 1994), to receive and review the closed session minutes listed on the Board Meeting Minutes Consent Calendar. Any action to approve the minutes may only be made during open session. Trustee Bertolini so MOVED, and Trustee Jackson seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Jackson, McCulloch

MUTED: Davis

NAYS: None

Motion Carried

The Board went into closed session at 6:03 p.m.

The Board returned to open session at 6:08 p.m.

4. APPROVAL OF MINUTES

CONSENT CALENDAR – BOARD MEETING MINUTES

Items 4.1 to 4.4 listed below on the Consent Calendar – Board Meeting Minutes are considered to be routine by the Board and will be enacted by one motion. There will be no separate discussion of these minutes unless a Board member or the Chancellor so requests, in which event the item will be removed from the general order of business and discussed separately.

Chair McCulloch asked if any of the trustees would like an item pulled for separate discussion. There being no such request, the Chair asked for a motion to approve the Board Meeting Minutes Consent Calendar items 4.1 through 4.4. Trustee Anderson so MOVED, and Trustee Jackson seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Jackson, McCulloch

MUTED: Davis

NAYS: None

Motion Carried

4.1. September 14, 2020 Regular Board Meeting Minutes	A – ACTION
4.2. September 14, 2020 Closed Session Minutes A	B – ACTION
4.3. September 14, 2020 Closed Session Minutes B	C – ACTION
4.4. September 14, 2020 Closed Session Minutes C	D – ACTION

END OF CONSENT CALENDAR – BOARD MEETING MINUTES

5. COMMUNICATIONS

5.1. Community Comments - none

5.2. Student Government Report

Orchard Ridge Associate Dean of Student Services Marikay Clancy introduced the Student Government Representative Tiffani Calhoun. Ms. Calhoun, who is the Student Government Vice President at OCC, provided a presentation to the Board on Student Government and Student Life at OCC.

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:

- Increase in participation at Senate virtual meetings
- Continuing work on amending the Senate Constitution
- The September 11 Staff Development Day focused on teaching and learning
- The Distance Learning Committee standing committee is working on the next round of classes to be put online

- A new ad hoc committee was created to address the needs for Testing Centers and the campuses
- The Senate continues to address a number of ongoing and new issues this semester, including protocols for live Zoom classes and improving syllabus options for the faculty

5.3.2. Provost Update

Provost Jennifer Berne shared the Fall 2020 Course Options with the Board, which includes online, remote, hybrid, and in-person classes. Preparations are being made to offer our larger programs— Associates in Arts, Associates in General Studies, Associates in Business Administration, and Associates in Science as fully online offerings beginning Fall 2021. Other topics addressed by the Provost included Virtual Study Abroad programs, English and ESL review of its placement policies, and faculty preparation to engage in professional learning and inquiry as part of their regular course work. Dr. Berne also announced our new Dean of Teaching Excellence, Dr. Marc Thomas.

Chair McCulloch referenced the Fall 2020 Course Options slide Dr. Berne shared, and inquired as to what the main drivers are that will determine which of the four options presented will be available to students. For example, will it be student input or faculty restrictions that ultimately determine what is offered to our students.

Dr. Berne reported she has been working with Chief Strategy Officer Steve Simpson to collect data on what our student needs are. Our largest programs are being looked at as to what we can offer online. We are also using community data to determine the order in which we get courses online.

Chair McCulloch asked what will determine if we offer hybrid as opposed to remote; what will be the determining factor of these classes fitting into one of those four categories. Dr. Berne responded that all of our classes will be offered face-to-face or online. Faculty will assist in the decision, as well as data from IE. Formal surveys are being conducted.

Dr. Simpson noted a formal survey was done in the spring as to the COVID challenges students are facing. There will be a follow-up survey over the coming weeks. Part-time students will be targeted as to what the college can do to get them into more credits each term. There will also be several focus groups. Dr. Simpson said we continue to gather student data to help Dr. Berne and our faculty determine what the appropriate mix is. The focus groups are being overseen by IE and our student services groups.

It was requested by Chair McCulloch that as these surveys and focus groups are conducted that the trustees need to be informed sooner than later what the long-term direction is as it relates to distance learning. Dr. Simpson responded that he hopes to come back with an update at the Board's November meeting.

5.4. Chancellor's Comments

Mr. Provenzano commented on the following:

- The following retirees were recognized for their years of service
 - Brenda Dick, Administrative Specialist, 31 years
 - John Franzoni, Public Safety Officer, 10 years
 - Annette Shannon, Custodian, 18 years
 - John Tata, Paraprofessional, 36 years
- One new employee was recognized:
 - Jacob Dinverno, Facility Technician

- Futures for Frontliners
 - Chancellor Provenzano participated in two Facebook Live events to promote this initiative—one organized by Representative Any Levin’s office and the other from the Oakland County Executive’s office
 - Launched a comprehensive plan to build awareness and support, including our Marketing Department sending more than 50,000 emails to current, former, and prospective students regarding the program
 - OCC Admissions has responded to the more than 300 inquiries through the unique email future4frontliners@oaklandcc.edu since the launch of the program and, along with Financial Aid, are reaching out to over 700 eligible F4F prospective participants to help them navigate the process
 - We are also working with Oakland County Michigan Works! on a letter to send to 800 businesses in their network, and we are also offering virtual live sessions for employers, agencies, and potential applicants to build awareness
- OCC in the Media
 - The Chancellor participated in a LinkedIn live event
 - The Chancellor was interviewed by the national online news outlet, Newsy, for a story on how community colleges are faring this fall
 - OCC participated in the formal unveiling of the Detroit Regional Talent Compact led by Detroit Drives Degrees, whose goals are to increase the postsecondary attainment rate to 60% and to reduce by half the racial equity gap by the year 2030
- Faculty and Staff Excellence:
 - Vice Chancellor for Student Services Lori Przymusinski was a presenter at the Michigan Building Economic Security Today workshop
 - Dean of College Readiness Beverly Stanbrough was named the Michigan Chapter of the National Organization for Student Success (NOSSMi) Administrator of the Year
 - Vice Chancellor for Advancement Daniel Jenuwine presented to the Association of Fundraising Professionals, West Bloomfield Optimists, and appeared on the Interact “Master Class” podcast
 - Business Faculty Evelyn Chan presented to Fiat Chrysler on “Leadership & Emotional Intelligence”
 - Our culinary chefs created the “OCC to Go” program for their students, who are offering student-created food and baked goods under the directions of Chefs Julie Selonke and Lois Hennessey. The students are being taught the most current standards of food safety and carry-out service excellence, while following all local and state guidelines. The team worked together to serve three Oakland County shelter locations with fresh meals in September.
 - OCC was selected as a host site for the 2020-21 College Completion Corps program by the Michigan College Access Network, with special thanks going to Beverly Stanbrough and the counseling team for their work on this
- Excellent Students and Honored Alums
 - Kayla Kaminski, third-year nursing student, had her manuscript “Exploring Compassion Fatigue and Burnout in Healthcare Professionals: A Scoping Review” featured in *International Journal of Nursing Student Scholarship*
 - Alumnus Paul Gallagher was named one of *dbusiness Magazine’s* “30 in Their 30s” honorees
- October Virtual Events for Employees, Students, and the Community
 - Student Leadership Series – October 2
 - Our Vote Matters – October 9
 - State of the College – October 16 or 28
 - Costa Rica’s Amazing Biodiversity – October 23
 - Student Organization Fair – October 23
 - DIA Family Program – October 24

- Lastly, the Chancellor reported that on October 13, 2020, Dr. Woldemar Nikkel passed away. Dr. Nickkel served as the Vice President of Business & Finance at OCC from 1968 through 1981. He was one of the five incorporators of the OCC Foundation in 1979 and served on its inaugural Board of Directors through 1986, and again from 1991 through 1998.
(Report on file)

5.5. Board of Trustees Self-Evaluation

Chair McCulloch walked the Board through the self-evaluation compilation they received at the August 29 Special Board Meeting/Retreat. Some of the subjects to be addressed at future meetings/retreats, as well as with the Chancellor, include revisiting the construction program and community outreach. Chair McCulloch encouraged trustees to reach out to him two weeks prior to the next meeting to include Board items on the upcoming agenda which were presented at previous meetings that may now require further elaboration.

6. MONITORING REPORT

Dr. Simpson presented the Summer 2020 Monitoring Report to the Board. Some of the topics addressed included:

- Board Ends
- KPIs (Summer and Fall)
- Summer 2020 Admission Statistics
- Summer Semester Themes
- Fall Enrollment Update
- Strategy & Initiatives for 2020-2021

Trustee Bertolini MOVED to receive and file the Summer 2020 Monitoring Report. Trustee Jackson seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Davis, Jackson, McCulloch

NAYS: None
(Report on file)

Motion Carried

7. ACTION ITEMS - none

8. INFORMATION ITEMS

8.1 2019-2020 Annual Audit

Vice Chancellor for Administrative Services Bobbie Remias reported on the 2019-2020 annual audit. Steve Bondar from Plante Moran informed the Board that the College received an unmodified opinion and had no audit issues. Awards received by the Finance Department this year include the Certificate of Achievement for Excellence in Financial Reporting, the Award for Outstanding Achievement in Popular Annual Financial Reporting, and the first time Award for Best Practices in Community College Budgeting for Budget and Financial Forecast Fiscal Years 2019-2023.

Ms. Remias thanked the Audit Committee members, who include Susan Anderson, Pamela Jackson, Christine O'Sullivan, Helen Kieba-Tolksdorf, Steve Doil, and Michael Carroll, as well as OCC Controller Sharon Converse and the Finance team.

The trustees also gave kudos to Ms. Remias, Ms. Converse, and the Finance team for a job well done.

Trustee Bertolini MOVED the Board of Trustees receive and file the 2019-2020 Annual Audit. Trustee Bryant seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Davis, Jackson, McCulloch

NAYS: None
(Report on file)

Motion Carried

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 Anderson so MOVED, and Trustee Jackson seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Davis, Jackson, McCulloch

NAYS: None

Motion Carried

The Board went into closed session at 7:58 p.m.

The Board returned to open session at 8:27 p.m.

9. BOARD COMMENTS

Trustee Bertolini thanked Tiffani Calhoun for her Student Government Report this evening.

Trustee Jackson reported she attended SEMCOG's General Assembly Virtual Homecoming event on October 15 and 16.

10. ADJOURNMENT

There being no further business, Chair McCulloch adjourned the meeting at 8:28 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.