



**BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
November 16, 2021  
Oakland Community College  
Highland Lakes Campus Student Center  
7350 Cooley Lake Road  
Waterford, Michigan**

**1. CALL TO ORDER**

Chair Jackson called the meeting to order at 6:34 p.m.

**2. ATTENDANCE**

ROLL CALL:

Present:

Pamela S. Jackson, Chair  
Kathleen A. Bertolini, Vice Chair  
Susan E. Anderson, Treasurer  
Susan Gibson, Secretary  
Christine M. O'Sullivan, Trustee

Absent:

Shirley Bryant, Trustee  
Pamala M. Davis, Trustee

**3. APPROVAL OF AGENDA**

Chair Jackson asked if there were any items to add or remove from the agenda. She stated as both Trustee Bryant, who is the Policy Committee Chair, and Trustee Davis, who has been involved in discussions with some of the items, were unable to be here tonight, she asked for a motion to postpone discussion of agenda item 7.2 Board Policies, Procedures, and Bylaws (second reading) to a future meeting date. Trustee O'Sullivan so MOVED and Trustee Gibson seconded.

AYES: Anderson, Bertolini, Gibson, Jackson, O'Sullivan

NAYS: None

Motion Carried

**4. APPROVAL OF MINUTES**

4.1. October 19, 2021 Regular Meeting Minutes

A – ACTION

Trustee Anderson MOVED to approve the October 19, 2021 Regular Board Meeting Minutes. Trustee Gibson seconded.

AYES: Anderson, Bertolini, Gibson, Jackson, O'Sullivan

NAYS: None

Motion Carried

#### 4.2 October 19, 2021 Closed Session Minutes

**B – ACTION**

Trustee Gibson MOVED to approve the October 19, 2021 Closed Session Minutes. Trustee Bertolini seconded.

AYES: Anderson, Bertolini, Gibson, Jackson, O’Sullivan

NAYS: None

Motion Carried

### 5. COMMUNICATIONS

#### 5.1. Community Comments - none

#### 5.2. Student Government Report

Orchard Ridge Campus Dean of Student Services Robert Spann introduced Student Government Representative Justin Harnack. Mr. Harnack, who is the President of Phi Theta Kappa at Highland Lakes Campus, 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:

- In the process of migrating the academic senate website from the old Infomart site to the MyOCC site, complete with updates, improvements, and separate sites for each of the four campus senates.
- The October CAS meeting featured the first iteration of the new OCC DEIJ monthly report delivered by our new DEIJ Director Kristina Marshall.
- Senate continues to create, discuss, approve, and forward motions related to the Pandemic and its effects on academic matters and the safety of our faculty, students, and staff. To date in Fall 2021, at least six such motions have been delivered to the College. At the December meeting we will be discussing and voting on a seventh motion regarding vaccination/weekly testing mandate. Senate leadership feels strongly that senate is one of the best conduits to communicate clearly to the administration regarding Covid-19 matters at the College.
- A subcommittee of the Distance Learning Committee is developing guidelines and suggestions for a college process to approve degrees, programs and disciplines for fully online deployment.
- Senate is now engaging with the issue of what we call Hyflex (and Lowflex) class delivery modalities. The objective is to create concise definitions for what these mixed delivery modalities should look like at OCC, with an ultimate goal of having them listed clearly in the catalog along with all of the other modalities OCC currently uses – Face-to-Face, Online Asynchronous, Online Synchronous, and Hybrid.

##### 5.3.2. Provost Update

Provost Jennifer Berne commented on some of the great work that is going on in the academic divisions. She presented in no particular order:

From Dean Jolene Chapman (EMIT): OCC has been selected as the next NC3 School on the Rise! The National Coalition of Certification Centers (NC3) is a network of educational providers and corporations that work together to identify skills that students participating in career and technical education programs will need for gainful employment.

From Dean Kayla Leblanc (Distance Education/ATG): ATG will significantly increase its capacity to certify faculty to develop and teach online courses, resulting in potentially an *additional* 200 trained full-time and adjunct faculty by the end of March 2022.

From Dean Kenneth Williams (Mathematics & Sciences): Approximately 75 OCC students took the Math League exam last week on campus. This is an exam sponsored by AMATYC (American Mathematical Association of Two-Year Colleges), and is a nationwide event. Round 1 is held during the fall semester, and round 2 during the spring semester. Students compete both for OCC and individually.

From Dean Marc Thomas (Teaching and Learning Center): Help One More Student Stay – Teaching and Learning Center faculty and staff are working with their colleagues to improve student completion through continuous improvement in teaching excellence. They have two major initiatives:

- Looking at Completion Data. Faculty are reviewing student completion data from their classes looking at how many and which students completed or did not complete.
- Helping One More Student Stay Program where each faculty member is asked and tasked with doing something different to help just one student to complete their NOCC class.

From Dean David Ceci (Public Services and CREST): The Basic Fire Academy 67 graduated 33 students on November 5.

From Dean Thomas Hendricks (Business and Information Technologies): The BUS and CIS disciplines are investigating new programs that are in response to community needs, and the paralegal program is going through accreditation this year.

From Dean Mary Ann Sheble (Learning Resources and Social Sciences): The Human Libraries project is now available via Zoom. The program is people being read as books and they come in and students read them. Students have the experience of learning through people as they would through books. At the November event, students heard from four individuals with stories of surviving domestic violence, being a Transgender woman, living with Alzheimer's, and living with two Traumatic Brain Injuries.

From Dean Kevin Bratton (Social Sciences): Our mental health program is exploding, and we are really proud that we are going to be able to educate mental health professionals for our community in a much needed way.

From Dean Cindy Carbone (Communication, Arts and Humanities): The musical showcase is tomorrow night at the Orchard Ridge Campus. The Back Woods culinary event is Thursday. The jazz band concert is December 2. The photography students have their work displayed for the next three weeks at the Royal Oak Campus.

Dr. Berne concluded the work and leadership of the faculty is often highlighted, but we have a whole team of academic leaders working in academic affairs. These include the Deans and Associate Deans, Directors, Paraprofessionals, Administrative Specialists, Staff in ACCESS, ASC, and Library. She noted her appreciation for their significant work on centering teaching and learning at OCC.

#### 5.4. Chancellor's Comments

Chancellor Provenzano commented on the following:

- Welcomed the following new employees:
  - Fran DeLorme, Secretary
  - Michael Kaleita, Laboratory Technician
  - Christina Dedvukaj, Counselor
- The following retiree was recognized for her years of service:
  - Lisa Miller, Bookstore Manager, 32 years
- Employer of Choice
  - Tom Hendricks, Academic Dean of Business and Information Technologies, earned his doctorate from Oakland University
  - Eleonora Bagatelia, Director of Global Education, and Suba Subbarao, English Faculty, presented at the International Virtual Exchange Conference 2021 on October 29
  - David James, English Faculty, published his sixth book, *Wiping Stars from Your Sleeves*
- College of Choice
  - OCC student veterans provided free food packages to veterans and service members
  - Oakland County Fire Training Institute had 32 graduates at its Basic Fire Academy 67 graduation ceremony on November 5
  - Thanks to the Gordon and Betty Moore Foundation and the SETI Institute (part of the NASA Community College Network), OCC is one of 25 community colleges across the country to receive an eVscope telescope. This telescope has image enhancement capabilities and can provide access to 200 times more targets than conventional telescopes.
  - OCC was chosen out of more than 1,000 Certification Centers from around the country for November 2021's NC3 School on the Rise, recognizing the college's hard work and dedication towards Career and Technical Education
  - Our Marketing & Communications team received regional Gold and Bronze Medallion Awards from the National Council for Marketing & Public Relations
  - OCC has a new online portal for self-reporting COVID cases and is available to employees and students
  - The Culinary Institute's Reflections Dining Room officially reopened on November 4 and will be serving on Thursdays through December 9
  - Recent OCC Events include National Apprenticeship Week (Nov. 15-21) where the College is hosting two events to highlight the benefits of Registered Apprenticeships, and OCC's Committee for Diversity, Equity, Inclusion and Justice Retreat (held in October), which a cross-representative team of College employees who participated in activities and conversation intended to move the College forward

(Report on file)

6. **MONITORING REPORT** – no report

7. **ACTION ITEMS**

7.1 Board of Trustees Revised 2022 Regular Meeting and Conference Schedule

C – **ACTION**

Chair Jackson asked for a motion for the Board of Trustees to approve the revised January to December 2022 Board of Trustees Regular Meeting and Conference Schedule proposed to the Board. Trustee Anderson so MOVED, and Trustee Gibson seconded.

AYES: Anderson, Bertolini, Gibson, Jackson, O'Sullivan

NAYS: None

Motion Carried

7.2 Proposed New Board Policies, Amended and New Bylaws (second reading)

D – ACTION

The Board amended the agenda to postpone this item to a future meeting.

**8. INFORMATION CONSENT CALENDAR**

Chair Jackson asked that item 8.2 College Facilities Quarterly Report be pulled for further discussion.

**CONSENT CALENDAR – INFORMATION ITEMS**

Chair Jackson asked for a motion to receive and file 8.1, and 8.3 through 8.5. Trustee Bertolini so MOVED, and Trustee O’Sullivan seconded.

AYES: Anderson, Bertolini, Gibson, Jackson, O’Sullivan

NAYS: None

Motion Carried

8.1. Finance Quarterly Report

E - INFORMATION

8.3. Information Technology Quarterly Report

G - INFORMATION

8.4. OCC Foundation Quarterly Report

H - INFORMATION

8.5. Strategic Plan Update

I - INFORMATION

(Reports on file)

**END OF CONSENT CALENDAR – INFORMATION ITEMS**

8.2 College Facilities Quarterly Report

F – INFORMATION

Chair Jackson inquired as to the Status column as to why some of the items are left blank and do not have numbers for their status. Executive Director for Facilities Robert Kelly responded those refer to various projects that are still in consideration, but have not yet been acted upon at this point. In some cases, they are pockets of money used for contingency and other unexpected items.

Chair Jackson asked for a motion to approve 8.2 College Facilities Quarterly Report. Trustee Bertolini so MOVED, and Trustee Gibson seconded.

AYES: Anderson, Bertolini, Gibson, Jackson, O’Sullivan

NAYS: None

Motion Carried

(Report on file)

Chair Jackson 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 Gibson seconded.

**ROLL CALL VOTE:**

AYES: Anderson, Bertolini, Gibson, Jackson, O’Sullivan

NAYS: None

Motion Carried

The Board went into closed session at 7:06 p.m.

The Board returned to open session at 7:25 p.m.

**9. BOARD COMMENTS**

Chair Jackson shared that she recently visited someone in the hospital who was being attended to by a nurse who went to OCC. The former student commented that OCC's nursing program was fabulous and all the instructors were great. She said it gives credit to the type of students we produce in our nursing program.

**10. ADJOURNMENT**

There being no further business, Chair Jackson asked for a motion to adjourn. Trustee Gibson so MOVED, and Trustee O'Sullivan seconded.

AYES: Anderson, Bertolini, Gibson, Jackson, O'Sullivan

NAYS: None

Motion Carried

The meeting adjourned at 7:27 p.m.

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Cherie A. Foster

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Date

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Pamela S. Jackson, Chair

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Susan Gibson, Secretary

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