



OAKLAND COMMUNITY COLLEGE®

Board of Trustees Regular Meeting

The Regular Meeting of the Board of Trustees of Oakland Community College will be held on Tuesday, Jan. 20, 2026 6:00 pm at the Auburn Hills Campus, Rm G240, 2900 Featherstone Rd, Auburn Hills, MI.

Agenda

- 1. Call to Order**
- 2. Attendance**
- 3. Approval of Agenda**
- 4. Approval of Minutes**
 - 4.1. November 18, 2025 Regular Board Meeting Minutes**
- 5. Board Development**
- 6. Declaration of Conflict of Interest**
- 7. Governance Process Items for Decision**
 - 7.1. Appointment of Committees**
 - 7.1.1. Ownership Linkage Committee**
 - 7.1.2. Governance Committee**
- 8. Self-evaluation of governance process at this meeting**
- 9. Community Comments**
- 10. Chancellor's Insight**
 - 10.1. Highland Lakes Community Forum Outcomes**
- 11. Board Comments**
- 12. Adjournment**



Board of Trustees Regular Meeting Minutes

Oakland Community College

11/18/2025 6:00 PMEST

@ The Regular Meeting of the Board of Trustees of Oakland Community College will be held on Tuesday, November 18, 2025 6:00 p.m., at the Auburn Hills Campus, Room G240, 2900 Featherstone Road, Auburn Hills, Michigan.

1. Call to Order

Chair Bertolini called the meeting to order at 6:03 p.m.

2. Attendance

PRESENT: K. Bertolini, S. Bryant, M. Burrus, E. Callaghan, P. Davis, P. Jackson ABSENT: M. Lambert

3. Approval of Agenda

Motion:

Move to approve agenda.

Motion moved by Pamela Jackson and motion seconded by MiVida Burrus. Motion passed unanimously.

4. Approval of Minutes

4.1. October 20, 2025 Regular Board Meeting Minutes

Motion:

Move to approve October 20, 2025 Regular meeting minutes as amended.

Motion moved by MiVida Burrus and motion seconded by Pamela Jackson. Motion passed unanimously.

Trustee Callaghan asked for a correction to the minutes Page 5 #8 - Trustee Callaghan requested an executed copy of PDA and a copy of the slides from 2025.

5. Communications

5.1. Community Comments

Peter Ogg addressed the Board and indicated how they want to keep public lands public.

Robin McGregor, a taxpayer, community advocate, and someone who believes in transparency inquired why the College would go out to bid with this property when Oakland County made an offer, and offered her thoughts on that.

Steve Klein noted his thoughts on what the College is spending their surplus funds on and asked why we wouldn't offer the Highland Lakes land to the County.

Jacquelyn Brown of COWL voiced her position on the land at HL and how it should remain public lands.

5.2. Academic Report

5.2.1. Academic Senate Report

Academic Senate Chairperson Bob Andersen provided his report for this month.

5.2.2. Provost Update

Interim Provost Dr. Jolene Chapman provided her report for the month.

5.3. Chancellor's Comments

Chancellor Provenzano addressed the meeting with his comments.

5.4. Clery Act & Public Safety Report

Chief Rick Leonard provided the Clery Act and Public Safety Report presentation.

5.5. 2025 ACCT Leadership Congress - Top Things We Learned

Chair Bertolini provided a presentation about the recently attended ACCT Leadership Congress conference.

6. Action Items

6.1. 2026-2027 Tuition Rates

Motion:

Move for the Board of Trustees to adopt the 2027 Fiscal Year tuition rates beginning with the Fall 2026 semester: \$119 per contact hour for in-district and \$224 per contact hour for out-of-district.

Motion moved by Pamela Jackson and motion seconded by MiVida Burrus.
Motion passed by majority.

7. Information Items

CONSENT CALENDAR - INFORMATION ITEMS

Items 7.1 to 7.5 listed below on the Consent Calendar (July 1, 2025 - September 30, 2025) – Information Items are considered to be routine by the Board and will be enacted by one motion. There will be no separate discussion of these items 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.

All items were considered separately at the request of Trustees Callaghan and Jackson.

7.1. Finance Quarterly Report

Motion:

Move to file and receive information item 7.1 Finance Quarterly Report.

Motion moved by Pamela Jackson and motion seconded by MiVida Burrus.
Motion passed unanimously.

7.2. College Facilities Quarterly Report

Motion:

Move to file and receive information item 7.2 College Facilities Quarterly Report.

Motion moved by Pamela Jackson and motion seconded by MiVida Burrus.
Motion passed unanimously.

7.3. Information Technology Quarterly Report

Motion:

Move to file and receive information item 7.3 Information Technologies Quarterly Report.

Motion moved by MiVida Burrus and motion seconded by Pamela Jackson.
Motion passed unanimously.

7.4. OCC Foundation Quarterly Report

Motion:

Move to file and receive information item 7.4 OCC Foundation Quarterly Report.

Motion moved by MiVida Burrus and motion seconded by Pamela Jackson.
Motion passed unanimously.

7.5. Strategic Plan Update

Motion:

Move to file and receive information item 7.5 Strategic Plan Update.

Motion moved by Pamela Jackson and motion seconded by Edward Callaghan.
Motion passed unanimously.

END OF CONSENT INFORMATION ITEMS

8. Board Comments

Trustee Burrus reiterated sincere condolences to the Ong, Holmes and Crews families. But specifically Lloyd Crews, she honored him and everything he was involved in. Trustee Jackson noted she attended Berna Holmes visitation and Lloyd Crews funeral. She also congratulated Beau Everitt, and noted how much she is enjoying being on the Orchard Ridge Athletics Project Steering Committee.

9. Adjournment

Meeting adjourned at 8:45 p.m.

Motion:

Move to adjourn meeting.

Motion moved by MiVida Burrus and motion seconded by Pamala Davis. Motion passed unanimously.

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

Oakland Community College Board of Trustees Parliamentary Procedure Training

Maurice S. Henderson

Professional Registered Parliamentarian

January 2026

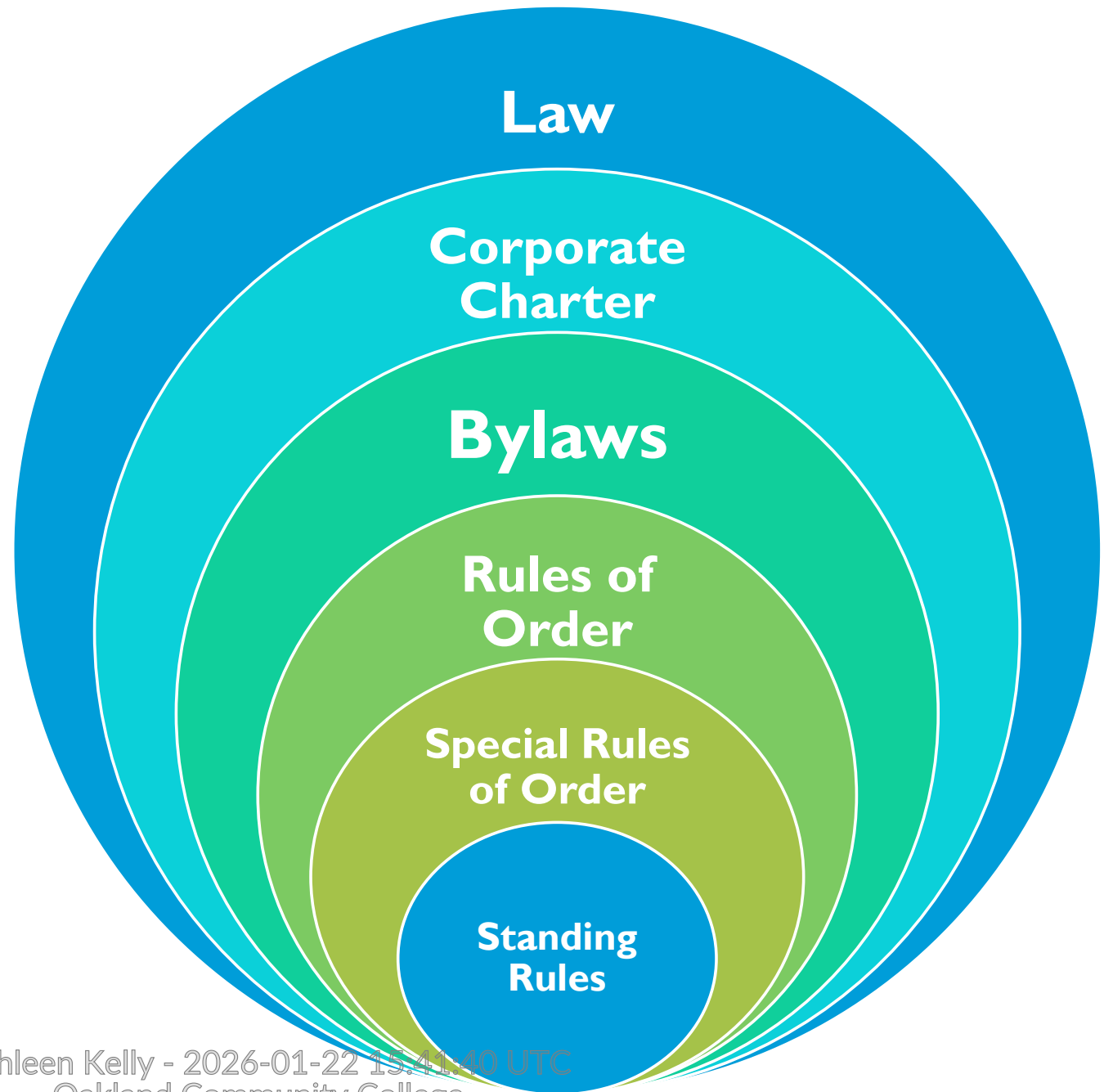
What are Rules?

“...the term *rules of order*, in its proper sense, refers to any written parliamentary rules so adopted, whether they are contained in a manual or have been specifically composed by the adopting body.”

-RONR (12th ed.), p. xxix-xxx

Hierarchy of Rules

- Rules of Order refers to Robert's Rules
- Standing Rules are OCC Board Policies



Follow the Rules

Kathleen Kelly - 2026-01-22 15:41:40 UTC
Oakland Community College

Effective Meeting Rules

Tips for a Successful Meeting

1. Stick to the agenda
2. Stay on topic
3. Wait to be recognized before speaking
4. Allow the chair to state the motion before speaking in debate
5. One person speaks at a time

Common Meeting Rules

- Establish length of time of total debate
- Establish the length of time a member can speak
- Establish how a member must obtain recognition
- Require motions to be submitted in writing



**Maurice's
recommended
rules**

Establishing Meeting Rules

- Meeting rules can be adopted at the beginning of the meeting by unanimous consent or a two-thirds vote
- Meeting rules can be adopted as a Standing Rule (i.e., Board Procedure) if the desired effect is for them to remain in force for all future meetings
- Meeting rules may be suspended or amended by a two-thirds vote

Participating in a Meeting / Rules and Decorum of Debate

Ordinary Basic Procedure For Obtaining the Floor

- Member addresses chair, and awaits recognition
- The chair recognizes the member and then the member may speak

Debate

- The Chair should alternate between members speaking in favor and against the motion being discussed by stating, “Is there anyone wishing to speak in favor/against the motion?”
- Review RONR (12th ed.) 4:27-4:33 and §43

General Rules of Debate (1 of 4)

- A member must follow the proper procedures for obtaining the floor
- The maker of the motion has the right to be assigned the floor first in debate
- Each member may speak twice on the same question on the same day
- No one can speak longer than permitted by the rules without permission of the assembly

General Rules of Debate (2 of 4)

- Debate must be germane (related to the motion)
- Speakers must address their remarks to and through the chair
- Speakers must maintain a courteous tone
- Speakers must never attack or make any allusion to another member's motives
- Speakers should avoid the use of other members' names

General Rules of Debate (3 of 4)

- Except in committees and small boards, the presiding officer does not enter into discussion
- The presiding officer cannot interrupt any person who has the floor unless the member has violated a rule or disorder arises
- The presiding officer cannot interrupt someone even if they know more about the subject than the speaker

General Rules of Debate (4 of 4)

- The presiding officer cannot close debate if a member who has not exhausted their right to debate requests to discuss the subject, except by order of the assembly

What to do when something wrong occurs?

Point of Order (1 of 2)

- When a member thinks the rules of the assembly are being violated, they can make a *Point of Order*
 - Takes precedence over any pending matter
 - Can interrupt someone who is speaking
 - Must be made at the time the offense occurs
 - Can be applied to any breach of the assembly's rules
 - Is not debatable
 - Normally ruled on by the chair

Point of Order (2 of 2)

- The chair has the duty to:
 - Protect the assembly from obviously dilatory motions by refusing to recognize them
 - Enforce the rules relating to debate and those relating to order and decorum within the assembly

RONR (12th ed.) 47:7(5-6)

Thank you!

**Maurice S. Henderson
Professional Registered Parliamentarian**

Past President, National Association of Parliamentarians

**mauriceshenderson1911@gmail.com
Ph: 313.595.1169**

Privileged Motions (1 of 2)

- Fix the time to Which to Adjourn
 - Set the time at which to continue the current meeting
- Adjourn
 - Close the meeting
- Recess
 - Take a short intermission

Privileged Motions (2 of 2)

- Raise a Question of Privilege
 - A request or motion relating to the rights and privileges of the assembly or members (i.e., protest noise, temperature, comfort, etc.)
- Call for the Orders of the Day
 - To get the meeting back on track

Subsidiary Motions (1 of 3)

- Lay on the Table
 - Set a matter aside in order to take care of an emergency
- Previous Question
 - Stop debate and take the vote immediately
- Limit or Extend Limits of Debate
 - Change the rules of debate temporarily for the motion

Subsidiary Motions (2 of 3)

- Postpone to a Certain Time (or Definitely)
 - Postpone a decision
- Commit or Refer
 - Assign members to study or take charge of a matter

Subsidiary Motions (3 of 3)

- Amend
 - Change or modify a motion before adoption
- Postpone Indefinitely
 - Kill a motion without voting directly on the motion itself

Frequently Used Incidental Motions (1 of 2)

- Division of the Assembly
 - To verify a voice vote that was difficult to determine the outcome or if you doubt the chair's announcement of the result
- Parliamentary Inquiry
 - To request parliamentary advice

Frequently Used Incidental Motions (2 of 2)

- Request for Information (formerly known as Point of Information)
 - To **request** factual information by asking a question; this is not to provide information/comments
- Point of Order
 - To enforce the rules
- Suspend the Rules
 - To set aside the rules temporarily

Thank you!

**Maurice S. Henderson
Professional Registered Parliamentarian**

Past President, National Association of Parliamentarians

**mauriceshenderson1911@gmail.com
Ph: 313.595.1169**

Oakland Community College

CHANCELLOR'S INSIGHT

January 20, 2026

WELCOME TO THE TEAM

EMPLOYER OF CHOICE

NEW HIRES

NOVEMBER

Amber Ketelhut

Administrative Assistant - IT

Karri Osterhout

Administrative Assistant - GCR

Kimberly Rosenberg

Financial Operations Analyst

Maria Smith

Clinical Coordinator

Will Upshaw

Student Support Specialist

DECEMBER

Zachary Milke

Operational Specialist LMS

Kathleen Kelly - 2026-01-22 15:41:40 UTC
Oakland Community College

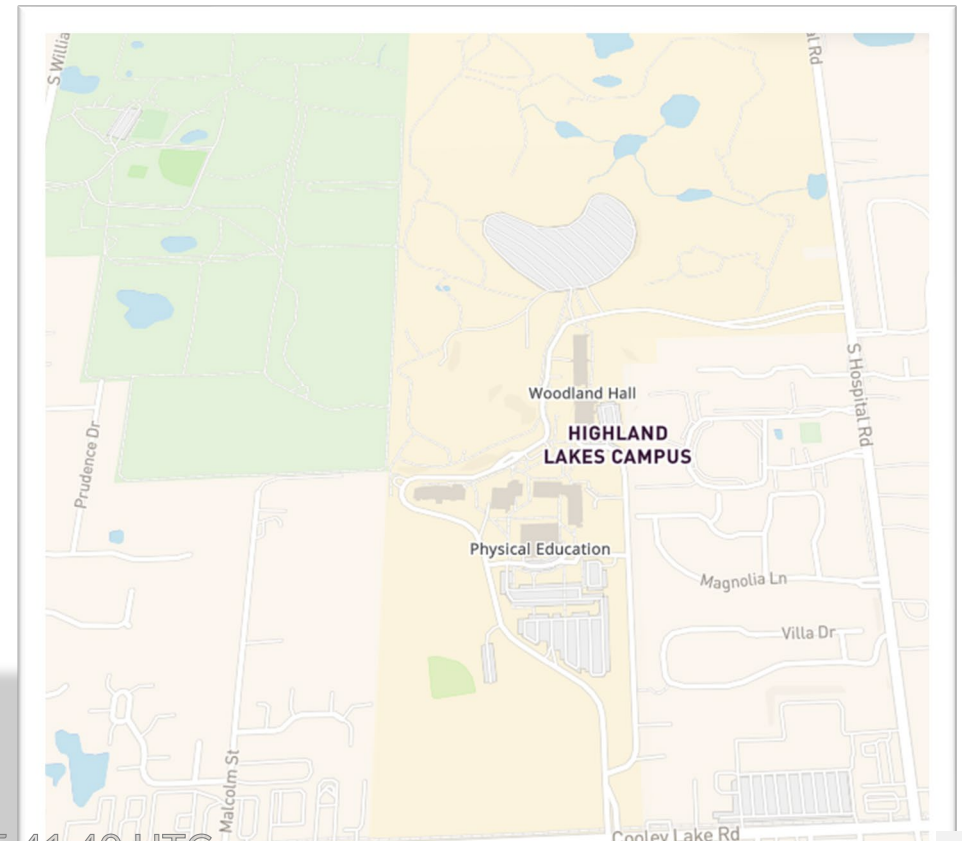
HIGHLAND LAKES

COMMUNITY FORUM OUTCOMES

PARTNER OF CHOICE

Eunice Jeffries

*Executive Director of Government & Community Relations
& Community Education*



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Oakland Community College

COMMUNITY FORUM

HIGHLAND LAKES

Update to OCC Board of Trustees
January 20, 2026

HIGHLAND LAKES FORUM ATTENDEES



78 Community members

18 Table leads

3 Board of Trustees

9 OCC staff-other duties

7 Public Safety



FORUM ACTIVITY

○ Let's Get to Know Each Other

○ Table Discussions

○ Rules of Engagement:

- **#1 All voices matter**
- OCC table leaders will do the work so we can listen, present and take notes
- OCC will gather all input and take to OCC Board for consideration in the disposition of the property
- Table presentations to report Top 3
(If your table's Top 3 have been covered, report on what hasn't been said)



VALUES

What values or features do you hope are considered for the disposition of Phase 2?



RESPONSES: VALUES & FEATURES

Community Aspirations:

- ❖ Preserve green space and nature reserve education, promoting climate impact.
- ❖ Maintain public access and retain the walkability of the property, avoiding commercial or retail development of the property.
- ❖ Create outdoor Parks & Recreation attractions such as waterpark, aquarium, fitness trails, extended cross country trails, soccer fields, pickleball courts, ice skating rink, ropes course, skate board park, baseball fields, band stand, biking, and/or camping.
- ❖ Contemplate needs of the community for any potential housing development (senior population, affordable and accessible, traffic plans, buffer zones, taxes).
- ❖ Beneficial to the community with all Oakland County taxpayers in mind.
- ❖ Financial sustainability.
- ❖ Find a trustworthy new owner that will be aligned with Waterford's needs, preserving the nature space while making it profitable.
- ❖ Housing development would bring revenue to township and families/students to the school district.
- ❖ No retail.

SUCCESS

For Phase 2 of the Highland Lakes property to succeed, it must:



RESPONSES: SUCCESS

Key Success Factor Suggestions:

- ❖ Seek continued community input including all of Oakland County and expand ways to disseminate information to the public.
- ❖ Focus on financially sustainable solutions.
- ❖ Sell or lease to Oakland County Parks for Outdoor Education Center and Park.
- ❖ Identify sources of funding, grants to support recreational activities.
- ❖ Assure the buyer has the community in mind and is transparent.
- ❖ Consider redeveloping the developed portion of the campus and preserve the natural spaces.

COMMUNICATION OPPORTUNITIES

All stakeholders had a chance to provide commentary by:

- ☐ Participating in the Community Forum discussion
- ☐ Completing a *Leading By Listening* card following the Community Forum
- ☐ Submitting feedback via OCC's [Future Plan page](#) (December)
- ☐ Attending the monthly Board meetings and speaking at the podium

**We encouraged
feedback!**

COOPERATIVE SPIRIT



Chancellor Peter Provenzano Jr. was interactive with community members throughout the For

TRUSTEE ENGAGEMENT



Kathleen A. Bertolini
Chair



MiVida Burrus



Pamela S. Jackson

We were fortunate to have **3** Trustees in attendance at the Forum and welcome their personal comments for [this link to community](#).

Kathleen Kelly - 2026-01-22 15:41:40 UTC
Oakland Community College

NEXT STEPS

Thank you for your input!

- ☐ Report back to OCC Board of Trustees for next steps
- ☐ Outcomes will be posted on [Future Plan | Oakland County, MI | Oakland Community College](#) page
- ☐ OCC will continue to have classes on the HL campus until transition is fully complete
- ☐ **Planned move Fall 2027** to a new state-of-the-art Health Sciences facility, combining all health professional programs to the Orchard Ridge campus

