



OAKLAND COMMUNITY COLLEGE®

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**BOARD OF TRUSTEES
SPECIAL MEETING AGENDA
Oakland Community College
2480 Opdyke Road
Bloomfield Hills, MI 48304
January 12, 2021**

The Special Meeting of the Board of Trustees of Oakland Community College will be held on Tuesday, January 12, 2021, 6:00 p.m., via a Zoom format to address the election of officers and trustee appointments to standing committees.

1. GENERAL FUNCTIONS

1.1 Call to Order and Welcome

1.2 Attendance

1.3 Election of Officers

- Chair
- Vice Chair
- Secretary
- Treasurer

1.4 Appointments to Standing Committees

- Board Policy Review (currently Shirley Bryant, Pamela Jackson, and John McCulloch)
- Chancellor Evaluation (currently Susan Anderson, Kathleen Bertolini, and Pamala Davis)

1.5 Public Comments/Petitions

2. ADJOURNMENT

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



BOARD OF TRUSTEES

REGULAR MEETING AGENDA

The Regular Meeting of the Board of Trustees of Oakland Community College will be held via a Zoom format on Tuesday, January 12, 2021, immediately following the 6:00 p.m. Special Meeting and will include a closed session, pursuant to 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.

AGENDA

- 1. CALL TO ORDER**
- 2. ATTENDANCE**
- 3. APPROVAL OF AGENDA**

MOVE INTO CLOSED SESSION, PURSUANT TO 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

- 4. APPROVAL OF MINUTES**

CONSENT CALENDAR – BOARD MEETING MINUTES

Items 4.1 to 4.3 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.

- | | |
|---|------------|
| 4.1 December 15, 2020 Regular Board Meeting Minutes | A – ACTION |
| 4.2 December 15, 2020 Closed Session Minutes A | B – ACTION |
| 4.3 December 15, 2020 Closed Session Minutes B | C – ACTION |

END OF CONSENT CALENDAR – BOARD MEETING MINUTES

- 5. COMMUNICATIONS**
 - 5.1 Community Comments
 - 5.2 Student Government Report – no report
 - 5.3 Academic Report
 - 5.3.1 Academic Senate Update
 - 5.3.2 Provost Update
 - 5.4 Chancellor’s Comments
 - 5.5 Clery Act and Security Report
- 6. MONITORING REPORT – no report**
- 7. ACTION ITEMS**

8. INFORMATION ITEMS

9. BOARD COMMENTS

10. ADJOURNMENT

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



**BOARD OF TRUSTEES
REGULAR MEETING MINUTES – VIA ZOOM
December 15, 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 VOTE:

Present:

John P. McCulloch, Chair – attended remotely from Royal Oak, Oakland County, Michigan
Pamala M. Davis, Vice Chair – attended remotely from Royal Oak, Oakland County, Michigan (muted)
Susan E. Anderson, Treasurer - attended remotely from Royal Oak, Oakland County, Michigan
Pamela S. Jackson, Secretary – attended remotely from Commerce Township, Oakland County, Michigan
Kathleen A. Bertolini, Trustee – attended remotely from Independence Township, Oakland County, Michigan
Shirley Bryant, Trustee – attended remotely from Farmington Hills, Oakland County, Michigan
Christine M. O’Sullivan, Trustee – attended remotely from Madison Heights, Oakland County, Michigan

Absent:

None

3. APPROVAL OF AGENDA

Chair McCulloch requested a motion to revise the agenda to add two additional items to be addressed during the second closed session: for the Board to consult with legal counsel pursuant to MCL 15.268, Sec. 8(e) regarding trial and/or settlement strategy in connection with the pending lawsuit Walter v. Oakland Community College (Case No. 19-CV-11095 pending in the United States District Court Eastern District of Michigan Southern Division), and to consider the written legal opinion of legal counsel pursuant to MCL 15.268 Sec. 8(h).

Trustee O’Sullivan so MOVED to approve the revised agenda, and Trustee Bryant seconded.

ROLL CALL VOTE:

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

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 Anderson so MOVED, and Trustee Jackson seconded.

ROLL CALL VOTE:

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

MUTED: Davis

NAYS: None

Motion Carried

The Board went into closed session at 6:06 p.m.

The Board returned to open session at 6:13 p.m.

4. MINUTES

CONSENT CALENDAR – BOARD MEETING MINUTES

Items 4.1 to 4.5 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 4.5. Trustee Bryant so MOVED, and Trustee O’Sullivan seconded.

ROLL CALL VOTE:

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

MUTED: Davis

NAYS: None

Motion Carried

- | | |
|--|-------------------|
| 4.1. November 16, 2020 Regular Board Meeting Minutes | A – ACTION |
| 4.2. November 16, 2020 Closed Session Minutes A | B – ACTION |
| 4.3. November 16, 2020 Closed Session Minutes B | C – ACTION |
| 4.4. December 2, 2020 Special Board Meeting Minutes | D – ACTION |
| 4.5. December 2, 2020 Closed Session Minutes | E – ACTION |

5. COMMUNICATIONS

5.1. Community Comments - none

5.2. Student Government Report – no report

5.3. Academic Report

5.3.1. Academic Senate Update

Academic Senate Chair John Mitchell presented the Senate update report. Some of the items discussed included:

- The remaining curriculum work necessary for changes and new courses and programs to appear in the Fall 2021 catalog was completed

- Approved a new policy for Zoom recordings developed by the Academic Standards Committee
- Began the process of revising and expanding the Outstanding Student Recognition Award Process
- The new ad hoc committee addressed the development of Testing Centers at OCC and will present their findings and recommendations in April
- The Senate Leadership retreat held on December 11 focused on two issues: Syllabus development for transfer and best practices and final developments in the ratification of a revised Senate Constitution

5.3.2. Provost Update

Provost Jennifer Berne recognized John Mitchell's leadership and the work of the Senate. There were over 100 faculty and academic staff members at the December Senate meeting, which is an impressive show of commitment to our students and institution.

Dr. Berne also recognized the efforts of faculty and academic staff in supporting students through the end of a very complicated semester. The work of the counselors, the ASC, the libraries, the foundation, financial aid and so many others have encouraged completion, but for some students the modality, their own health, their family circumstances or economics was too much to overcome. We are actively engaged in creating opportunities for these students to return to OCC.

Dr. Berne updated the Board on two of several new courses/programs. She noted we have been working through the process and only need HLC approval to begin our pre-engineering AAS, which will transfer to four-year Engineering Schools or allow students to finish at an engineering technology level and go directly to work.

As an important part of our developmental reform efforts, we will begin offering a co-requisite model for Developmental English this fall, in which students will be permitted to enroll in college-level English with support rather than be forced into a developmental prerequisite. This will accelerate the ability of our students to go into college-level courses.

In addition, we have revised our information to students in the course catalogue so they are aware whether they are enrolling in a synchronous or asynchronous course. Students now have four options: hybrid, face-to-face, online synchronous or online asynchronous.

Trustee Jackson was very glad a roadblock was removed from Developmental English. She is also pleased with the new engineering program being offered.

Trustee Anderson inquired as to the criteria being used to select the students who the staff is reaching out to who had difficulties during the semester. Dr. Berne responded that Student Services is making an amazing effort to reach out to students. In addition, for the first time, we have asked faculty who feel comfortable to reach out to students on their rosters who may not have successfully completed the class. They are encouraging the students to return, as well as to provide them resources to assist them. Trustee Anderson asked if the faculty ever reach out to the students during the semester if they realize the student may be having issues. Dr. Berne acknowledged that faculty does, and we also have any early alert system where the faculty member will let the counselors know that a student is in crisis and not doing well.

Trustee Bertolini thanked Dr. Berne for this good news. She noted it is a great achievement by all faculty as it takes an amazing amount of work, and appreciates ending the year on such a high note.

5.4. Chancellor's Comments

Mr. Provenzano commented on the following:

- Four new employees were recognized:
 - Eunice Jeffries, Director of Government & Community Relations
 - Daniel Leon, Custodian
 - Clarence McNeary, Custodian
 - Gail Nelson, Custodian
- Due to the additional CARES funding, to date we have received 601 applications for the Winter semester laptop program
- Faculty and Staff Excellence:
 - The OCC Foundation last month surpassed 2001 as the best fundraising year in the OCC Foundation's 41-year history, with the current total standing at \$710,224.37
 - The Chancellor reported he has been named co-chair of the Oakland County COVID-19 Economic Recovery Task Force to advise County Executive David Coulter and the Board of Commissioners on strategies to help stabilize the county's economy and recover from the downturn caused by the pandemic
 - Dr. Beverly Brown was a featured speaker at the 12th Annual Michigan Pre-College & Youth Outreach Conference hosted by Michigan State University in November addressing "Unpacking the Relevance of Dual Enrollment"
 - Business faculty member Cindy Finger-Hoffman earned her doctoral degree from Wayne State University
 - Joseph Petrosky, Associate Provost of Academics and Workforce, received the "2020 Lighthouse Award" from the Michigan Boating Industries Association. One of eight recipients, Joe was recognized as a dedicated partner in helping their efforts to bring marine tech education to Michigan, resulting in OCC offering a marine tech education program sometime in 2021.
- January and February Virtual Events for Employees, Students, and the Community
 - MLK Week sponsored by OCC's Diversity, Equity and Inclusion Committee – January 11-15
 - OCC's Theatre Department's production of Silent Sky – January 29, 30 and February 4-6
- Current Board Chair John McCulloch was recognized for his service and accomplishments to the Board of Trustees during his term from 2015 to 2020. His fellow trustees honored him with a Board Resolution, as well as the College acknowledged his service with a plaque.
(Report on file)

Chancellor Provenzano personally thanked Mr. McCulloch for his leadership, wisdom, and support over the years.

Chair McCulloch thanked everyone for the resolution plaque he received.

Trustee Davis said it was a pleasure to work with John; and voiced in her 26 years of service on the Board, she believes John was the most amazing Chair they ever had. She expressed how important his participation has been to put OCC on the fast track back to being the success that it should be.

Trustee Bertolini thanked John for his service and leadership during this time.

Trustee O'Sullivan stated it was a great experience to serve with John and thanked him for all of his accomplishments.

Trustee Bryant thanked John for his service and the many things he has accomplished. She stated after serving 12 years on the Board, one of the most amazing things is that we now have this new governance approach, which is working very well.

Trustee Jackson thanked John for his leadership and patience, as well as that he helped the College go through some unique changes. She wished him all the best.

Trustee Anderson thanked John for always being her mentor.

6. MONITORING REPORT – no report

7. ACTION ITEMS – no items

8. INFORMATION ITEMS

8.1 Communication Protocol

Vice Chancellor for Legal Services Eileen Husband reviewed the College's proposed Communication Guidelines for handling emails/correspondence received by the trustees. Trustee Bryant asked Ms. Husband to provide a template for the Board to use to respond to correspondents. Chair McCulloch impressed the timeliness of follow-up and to keep the trustees in the loop.

Chair McCulloch asked for a motion to move into closed session to discuss two matters: to consult with legal counsel, pursuant to MCL 15.268, Sec. 8(e) and Sec. 8(h), regarding trial and/or settlement strategy in connection with the pending lawsuit Walter v. Oakland Community College, (Case No. 19-CV-11095 in the United States District Court Eastern District of Michigan Southern Division), as discussion in an open meeting would have a detrimental financial effect on the litigating or settlement position of the College; and to discuss the Chancellor's evaluation, per his written request, pursuant to MCL 15.268, Sec. 8(a) and Sec. 8(h). Trustee Anderson so MOVED, and Trustee Bertolini seconded.

ROLL CALL VOTE:

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

NAYS: None

Motion Carried

The Board went into closed session at 6:49 p.m.

The Board returned to open session at 7:56 p.m.

Based on the update the Board received during closed session, Chair McCulloch asked for a motion for the Board of Trustees to authorize counsel to agree to the tentative settlement in the pending lawsuit Walter v. Oakland Community College, (Case No. 19-CV-11095 in the United States District Court Eastern District of Michigan Southern Division), within the certain parameters discussed during the closed session as part of the College's trial and/or settlement strategy. Trustee Jackson so MOVED, and Trustee Bertolini seconded.

ROLL CALL VOTE:

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

NAYS: McCulloch

Motion Carried

Chair McCulloch also asked for a motion to approve the Chancellor's contract as presented and to delegate authority to the Board Chair to execute same on behalf of the Board and College.

Trustee Bertolini so MOVED, and Trustee O'Sullivan seconded.

ROLL CALL VOTE:

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

NAYS: None

Motion Carried

9. BOARD COMMENTS

The Board wished everyone happy holidays and a happy new year.

Trustee Bryant noted she and Trustee Jackson attended a diversity workshop, which she found most enlightening.

Trustee Jackson thanked Dan Jenuwine and Peter Provenzano for the amount of money the Foundation raised this year, as well as to all of the donors. She also thanked the Academic Senate for all the hard work they do.

Chair McCulloch acknowledged his term on the Board was a wonderful ride and a great experience. He reminded everyone to remember, “It’s for the students.”

10. ADJOURNMENT

There being no further business, Chair McCulloch adjourned the meeting at 8:02 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.



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ACTION
Board Agenda Item 4.2
January 12, 2021

DECEMBER 15, 2020 CLOSED SESSION MINUTES A

Per the Open Meetings Act, while closed session minutes must be approved in an open meeting (with contents of the minutes kept confidential), the Board may meet in closed session to consider approving the minutes. Therefore, these minutes will be shared during closed session.



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ACTION
Board Agenda Item 4.3
January 12, 2021

DECEMBER 15, 2020 CLOSED SESSION MINUTES B

Per the Open Meetings Act, while closed session minutes must be approved in an open meeting (with contents of the minutes kept confidential), the Board may meet in closed session to consider approving the minutes. Therefore, these minutes will be shared during closed session.