



BOARD OF TRUSTEES

REGULAR MEETING AGENDA

The Board of Trustees of Oakland Community College will hold a public hearing for the proposed budget and financial forecast for fiscal years ending 2022-2026 on Tuesday, May 18, 2021 at 6:15 p.m. at the Highland Lakes Campus Student Center, 7350 Cooley Lake Road, Waterford, Michigan. The Regular Meeting of the Board of Trustees of Oakland Community College will commence immediately following the public hearing and will include a closed session, pursuant to MCL 15.268(c), to receive an update on labor negotiations.

AGENDA

- 1. CALL TO ORDER**
- 2. ATTENDANCE**
- 3. APPROVAL OF AGENDA**
- 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 February 16, 2021 Regular Board Meeting Minutes | A – ACTION |
| 4.2 February 16, 2021 Closed Session Minutes | B – ACTION |
| 4.3 March 27, 2021 Special Board Meeting Minutes | 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
- 6. MONITORING REPORT – no report**
- 7. ACTION ITEMS**

7.1 2022-2026 Proposed Budget and Financial Forecast	D – ACTION
7.2 2021-2022 Tax Levy of Operating Millage	E – ACTION
7.3 Appointment of Audit Committee Member	F – ACTION

8. INFORMATION ITEMS CONSENT CALENDAR

Items 8.1 through 8.5 listed below on the Consent Calendar 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 voted on separately.

8.1. Finance Quarterly Report	G – INFORMATION
8.2. College Facilities Quarterly Report	H – INFORMATION
8.3. Information and Technology Quarterly Report	I – INFORMATION
8.4. OCC Foundation Quarterly Report	J – INFORMATION
8.5. Strategic Plan Update	K – INFORMATION

END OF INFORMATION ITEMS CONSENT CALENDAR

MOVE INTO CLOSED SESSION, PURSUANT TO MCL 15.268(c), TO RECEIVE AN UPDATE ON LABOR NEGOTIATIONS.

9. BOARD COMMENTS

10. ADJOURNMENT

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



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**BOARD OF TRUSTEES
REGULAR MEETING MINUTES – VIA ZOOM
February 16, 2021
Oakland Community College
2480 Opdyke Road
Bloomfield Hills, Michigan**

1. CALL TO ORDER

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

2. ATTENDANCE

ROLL CALL VOTE:

Present:

Pamela S. Jackson, Chair – attended remotely from Commerce Township, Oakland County, Michigan
Kathleen A. Bertolini, Vice Chair – attended remotely from Independence Township, Oakland County, Michigan
Susan E. Anderson, Treasurer - attended remotely from Royal Oak, Oakland County, Michigan
Susan Gibson, Secretary – attended remotely from Charter Township of Lake Orion, Oakland County, Michigan
Shirley Bryant, Trustee – attended remotely from Farmington Hills, Oakland County, Michigan

Absent:

Pamala M. Davis, Trustee
Christine M. O’Sullivan, Trustee

3. APPROVAL OF AGENDA

Chair Jackson asked if there were any items to add or remove from the agenda. There being none, Trustee Anderson MOVED to approve the agenda, and Trustee Bryant seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Gibson, Jackson

NAYS: None

Motion Carried

Chair Jackson 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 Bryant so MOVED, and Trustee Gibson seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Gibson, Jackson

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. 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.

Chair Jackson 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 4.3. Trustee Anderson so MOVED, and Trustee Bertolini seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Gibson, Jackson

NAYS: None

Motion Carried

- 4.1. January 12, 2021 Special Board Meeting Minutes
- 4.2 January 12, 2021 Regular Board Meeting Minutes
- 4.3 January 12, 2021 Closed Session Minutes

A – **ACTION**
B – **ACTION**
C – **ACTION**

5. COMMUNICATIONS

5.1. Community Comments

OCCFA President and faculty member Gina Mandas extended congratulations to Chair Jackson and the new Board officers. She pointed out that faculty members who teach in allied health, public services, EMIT, and the culinary arts programs continue to teach face to face throughout the pandemic. Ms. Mandas then introduced nursing faculty member, Michelle Compton, who shared some thoughts about teaching this past year.

Ms. Compton addressed the Board noting she has been a nursing faculty member for 7 years. She said it was interesting when she reflected on teaching this past year in the COVID environment and that in some ways the environment really has not changed. The big differences were the masks and protective headgear worn all day for approximately 10 hours. This resulted in headaches and dehydration for some of the staff. She also noted as a teacher and a nurse she still has not been vaccinated. She concluded by stating the nursing faculty has learned to adapt to this COVID environment.

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 Senate formed an ad hoc committee to address syllabus reform in order to foster a seamless transfer process and to serve our students through best practices and clear communication

- A Constitutional Ratification subcommittee has been formed to complete the work of revising the Senate Constitution
- The Professional Learning Committee continues to address professional learning activities and groups – with a new liaison working to include adjunct instructors in professional development activities
- The Distance Learning Committee is shepherding the move of six programs to have fully online options and the certification of new cohorts of online-trained faculty

5.3.2. Provost Update

Provost Jennifer Berne provided an update to the Board. Areas covered included:

- Recognized Michelle Compton and Nina Barkell, both attending tonight's meeting, for reminding us again of the work of the nursing program. Dr. Berne noted we have made steps and ordered equipment to create a simulation lab for our nursing students, which is an expensive and technical endeavor long overdue.
- Our Teaching and Learning Center (TLC) has become an essential part of OCC. It is supporting not only workshops and regular programming, but 96 plus faculty were doing professional inquiry projects where they are studying their own teaching and with support of their colleagues working very hard to reimagine their classrooms built on the good work they are already doing.
- The TLC's theme this year is teaching diversity, equity, inclusion and justice.
- Our Culinary Program was reaccredited on February 6.
- Today we learned that our Automotive Servicing Program was accredited.
- Congratulations were extended to both programs' faculty, staff, students, and deans. We excelled in the submissions for both of these accreditations.
- Progress was made on our co-requisites in English. It is an opportunity for our students to accelerate their path to college English. We are also working to accelerate that path in Math.
- Our library is still servicing students contact free. For Winter 2021, over 450 items have been provided to students through contactless pick-up, including books, media, calculators, mobile hotspots, etc.

5.4. Chancellor's Comments

Mr. Provenzano commented on the following:

- Three new employees were recognized:
 - Michael Rodgers, Groundskeeper
 - Greg Stroker, Culinary Faculty
 - Jason Workman, Robotics Instructor
- January retirees recognized:
 - Jean Murphy, Student Service Specialist – 12 years
 - Janet Roberts, Marketing – 9 years
- Workforce Development Grant Announcements
 - To receive approximately \$735,000 over the next four years from the GRCC Healthcare professional grant
 - Received a \$235,000 renewal from Oakland County MI Works grant for workforce development
 - To receive approximately \$250,000 from WIN grant collaboration
- OCC Culinary Department
 - Received exemplary status with a 7-year grant of accreditation by the American Culinary Federation
- OCC in the Media:
 - Ten stories were published during the month of January, including the Chancellor Scholarship, Board appointments, a new pre-apprenticeship program, and new employees

- OCC had lots of great media coverage during 2020 with the summary having been forwarded to the trustees
- Health Career Programs – OCC students graduated and passed their specialty exams at a near perfect rate:
 - Nursing
 - 100% NCLEX pass rate for October and December first-time test takers
 - Spring 2020 graduates – 100% employed in nursing
 - Dental Hygiene
 - Spring 2020 graduates – 100% clinical board pass rate; 90% written national board pass rate
 - 90% of graduates employed in dental field
 - Diagnostic Medical Sonography
 - March 2020 Cohort – 14 students – 100% pass rate on specialty exams
 - First OCC student to take vascular exams and she passed on her first attempt
 - 13/14 graduates employed within 2 months of graduation
 - Current senior class took physics exam in March and all 12 passed on first attempt
 - Surgical Technology
 - December 2020 had 17 total graduates with an 88% pass rate on certification exam
 - 14/15 of those who passed found employment (includes Detroit Medical Center cohort)
 - Respiratory Therapy
 - 2020 graduates had a 100% pass rate on Therapist Multiple Choice Exam and 93% on the Clinical Simulation Exam
 - All but one graduate is working as a Respiratory Therapist from neonatal to critical care ICUs
 - Medical Assisting
 - All students who graduated in 2020 with either a medical assisting certificate or AAS in medical assisting passed the CMA(AAMA) exam
- Chancellor Provenzano introduced Andre Poplar, our new Vice Chancellor for Human Resources and Diversity, Equity and Inclusion. Mr. Poplar said he is excited to be here and is looking forward to doing great things at OCC.
(Report on file)

6. MONITORING REPORT

6.1 Fall 2020 Monitoring Report

D – INFORMATION

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

- Board Ends
- Fall Semester KPIs
- Fall 2020 Admission Statistics
- OCC Cares Update:
 - CARES funding
 - Foundation Scholarships
 - OER (Open Educational Resources)
 - Student Success Fund
 - OCC announces early upcoming semester plans
- 2021 Winter Enrollment Initial Comparison
- Insights and Future Direction

Trustee Anderson inquired as to where OCC ranks in comparison with other colleges in regards to the course withdrawal rate. Dr. Simpson stated the only data he has from the community colleges peers in Michigan is the original data, which was the original decline in enrollment. He does not have comparative data for retention in course completion statistics. He can obtain this information and bring it back to the Board. However, he indicated this data seems to be consistent with national trends and believes statewide we would see something similar. The initial studies indicate the pandemic created a set of stressors that students did not have before. Therefore, students, because of life changes such as unemployment or having to stay home with their children, were forced to step out of the educational process.

Trustee Anderson noted enrollment seems to be somewhat stable, but yet the withdrawal and success rate is taking a dip, would that have anything to do with students being able to enroll in order to use scholarship money and then not being able to continue? Or, are students enrolling to get the lap tops and then not continuing, is there a correlation between the stable enrollment versus them not being able to complete the course? Dr. Simpson responded that we have a plan to reach out and survey those students about why they left college during this time, and he would like to bring that data back to share with the Board once the survey is completed. He did state that those students who enrolled in the scholarship and laptop programs actually had a higher success rate.

Trustee Anderson asked when talking about the conversion rate, what happens to students who drop after the drop/add date, do they fall into that category? Dr. Simpson replied that they do.

The trustees were very impressed with the report and the stability the College has maintained with what we have gone through, as well as the work of the OCC team.

Trustee Anderson MOVED to receive and file the Fall 2020 Monitoring Report. Trustee Bertolini seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Gibson, Jackson

NAYS: None
(Report on file)

Motion Carried

7. ACTION ITEMS

7.1. 2021-2022 Tuition Rates

E – ACTION

Vice Chancellor for Administrative Services Bobbie Remias presented a PP presentation providing rationale for the proposed tuition rates.

Trustee Bryant MOVED the Board of Trustees adopt the following tuition rates effective for the Fall 2021 semester:

\$ 99.00 per contact hour for In-district students
\$192.00 per contact hour for Out-of-district students

Trustee Bertolini seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Gibson, Jackson

NAYS: None

Motion Carried

7.2. Appointment of Audit Committee Member

F – ACTION

Trustee Bertolini MOVED the Board of Trustees approve Christina Kostiuk to serve as the community member to the OCC Audit Committee. Trustee Gibson seconded.

AYES: Anderson, Bertolini, Bryant, Gibson, Jackson

NAYS: None

Motion Carried

Chancellor Provenzano and Chair Jackson recognized and thanked Peggy Scheske for her previous years of service on this committee.

8. INFORMATION ITEMS

CONSENT CALENDAR – INFORMATION ITEMS

Items 8.1 to 8.5 listed below on the Consent Calendar – 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.

Chair Jackson 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 receive and file the Information Items Consent Calendar items 8.1 through 8.5. Trustee Anderson so MOVED, and Trustee Bryant seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Gibson, Jackson

NAYS: None

Motion Carried

- 8.1. Finance Quarterly Report
- 8.2. College Facilities Quarterly Report
- 8.3. Information Technology Quarterly Report
- 8.4. OCC Foundation Quarterly Report
- 8.5. Strategic Plan Update
(Reports on file)

G - INFORMATION
H - INFORMATION
I - INFORMATION
J - INFORMATION
K – INFORMATION

END OF CONSENT CALENDAR – INFORMATION ITEMS

9. BOARD COMMENTS

Trustee Bryant inquired if our faculty are considered front-line workers. Chancellor Provenzano responded that some of our faculty members are, such as those in the health science areas. However, it can be difficult to those individuals who are eligible for the vaccine to actually get it. Trustee Bryant shared that her husband walked into Meijer today and was able to receive a vaccination without an appointment, and suggested others check out vaccinations from this same venue.

Trustee Bertolini noted this was a great night of positive information, and she was very impressed and very proud with how the OCC team has overcome so many obstacles.

Chair Jackson commented on the following:

- Provided an update on the zoom meeting she attended sponsored by the MCCA with Senators Debbie Stabenow, Senator Gary Peters, and their staffs. MCCA President Mike Hansen informed the senators with the upcoming CARES 2 Act that the formula for community colleges is based on headcount, not the FTE, and to maximize the flexibility. They are also looking into career training for credit and non-credit, as well as the Pell Grant for prisoners.
- Expressed the Board's sympathy to Trustee Davis for her mother's recent passing at age 100 years.
- Reported that she and Trustee Gibson attended the Foundation quarterly meeting, and expressed it is just fabulous that people continue with their donations.

10. ADJOURNMENT

Chair Jackson inquired if there was any further business. There being none, Trustee Bertolini MOVED to adjourn the meeting, and Trustee Gibson seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Gibson, Jackson

NAYS: None

Motion Carried

Chair Jackson adjourned the meeting at 7:19 p.m.

Cherie A. Foster

Date

Pamela S. Jackson, Chair

Susan Gibson, Secretary

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**BOARD OF TRUSTEES
CLOSED SESSION MINUTES - VIA ZOOM
February 16, 2021
Oakland Community College
2480 Opdyke Road
Bloomfield Hills, Michigan**

1. CALL TO ORDER

Chair Jackson began the closed session at 6:03 p.m., pursuant to the Open Meetings Act, page 15 (83 OAG, 1985-1986, No 6365, p 288 (June 2, 1986), to review the closed session minutes listed on the Board Meeting Minutes Consent Calendar.

Attendance:

Present

Pamela S. Jackson, Chair
Kathleen A. Bertolini, Vice Chair
Susan Gibson, Secretary
Susan E. Anderson, Treasurer
Shirley J. Bryant, Trustee
Peter M. Provenzano Jr., Chancellor
Cherie A. Foster, Executive Administrator
Eileen K. Husband, Vice Chancellor for Legal Services

Absent

Pamala M. Davis, Trustee
Christine M. O'Sullivan, Trustee

Review of Closed Session Minutes

Vice Chancellor for Legal Affairs Eileen Husband reviewed the following closed session minutes with the Board:

January 12, 2021

Ms. Husband noted that these closed session minutes did not reflect anything of substance. Since all previous closed session minutes had been approved by the Board, these minutes were informational only to procedurally document a closed session took place. She will research whether we need to continue closed sessions in the future to address these type of minutes.

There was no discussion by Board members of any matters during the closed session.

Chair Jackson asked for a motion to adjourn the closed session. Trustee Bertolini so MOVED, and Trustee Bryant seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Gibson, Jackson

NAYS: none

Motion Carried

The closed session adjourned at 6:08 p.m.

Cherie A. Foster

Date _____

Pamela S. Jackson, Chair

Susan Gibson, Secretary

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**BOARD OF TRUSTEES
SPECIAL MEETING MINUTES – VIA ZOOM
March 27, 2021
Oakland Community College
2480 Opdyke Road
Bloomfield Hills, Michigan**

1. CALL TO ORDER

Chair Jackson called the special meeting to order at 9:00 a.m. for the purpose of holding a workshop to discuss credit/non-credit programming and strategic initiatives.

2. ATTENDANCE

Present

Pamela S. Jackson, Chair – attended remotely from Commerce Township, Oakland County, Michigan
Kathleen A. Bertolini, Vice Chair – attended remotely from Bellaire, Antrim County, Michigan
Susan Gibson, Secretary – attended remotely from Charter Township of Lake Orion, Oakland County, Michigan
Shirley Bryant, Trustee – attended remotely from Farmington Hills, Oakland County, Michigan

Absent

Susan E. Anderson, Treasurer
Pamala M. Davis, Trustee
Christine M. O’Sullivan, Trustee

3. PUBLIC COMMENTS – none

4. WORKSHOP

Chancellor Peter Provenzano welcomed everyone to the workshop, and stated we have some great presentations covering credit/non-credit programming and strategic initiatives.

The following topics were discussed during the workshop:

- Strategic Planning Update - Chief Strategy Officer Dr. Steven Simpson
- Diversity and Equity Update - Vice Chancellor for Human Resources and Diversity, Equity and Inclusion Andre’ Poplar
- Oakland 80/30 Community Need and Curriculum Development – Director of IE Curriculum, Student Learning and Evaluation Rachel Lathrop
- Credit Programming – Rachel Lathrop
- Workforce, Non-Credit, Continuing Education Programming – Associate Provost Joseph Petrosky and team members:
 - Executive Director of Culinary and Hospitality Dawnmarie Yelcho
 - Director of Economic and Workforce Development Sandra Bachert
 - Continuing Education Manager (Interim) Alice Swanger

Dr. Simpson thanked everyone for their participation, and noted he will be reviewing his notes and reporting back to the trustees on today's discussion sometime over the next couple of months.

5. ADJOURNMENT

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

ROLL CALL VOTE:

AYES: Bertolini, Bryant, Gibson, Jackson

NAYS: None

Motion Carried

Chair Jackson adjourned the meeting at 11:44 a.m.

Cherie A. Foster

Date

Pamela S. Jackson, Chair

Susan Gibson, Secretary

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ACTION

Board Agenda Item 7.1
May 18, 2021

BUDGET AND FINANCIAL FORECAST **FISCAL YEARS ENDING 2022-2026**

PROBLEM/NEEDS STATEMENT

The College needs to adopt an operating budget for the continued operation of the College for the 2021-2022 fiscal year, which begins July 1, 2021.

BACKGROUND

The Board of Trustees, as a part of the annual budget process, conducts a public hearing on the budget and tax levy for the upcoming fiscal year. The final step in the budgeting process requires the Board to approve the budget.

MOTION

Move the Board of Trustees approve the General Appropriations Act for the 2021-2022 fiscal year.

**RESOLUTION OF THE BOARD OF TRUSTEES
OF
OAKLAND COMMUNITY COLLEGE**

GENERAL APPROPRIATIONS ACT FOR THE 2021-2022 FISCAL YEAR

At a meeting of the Board of Trustees of Oakland Community College held on the 18th day of May, 2021.

PRESENT:

ABSENT:

Trustee _____ offered the following resolution and moved its adoption. Trustee _____ seconded.

WHEREAS, the Board of Trustees, in accordance with applicable law, has authorized and directed the Vice Chancellor for Administrative Services to prepare a proposed budget for the 2021-2022 fiscal year; and

WHEREAS, copies of the proposed budget have been available to the public since May 10, 2021; and

WHEREAS, the Board of Trustees held a public hearing on its proposed budget pursuant to a notice of public hearing published in the *Oakland Press*, and

WHEREAS, the Board of Trustees is required by law to adopt an operating budget to govern expenditures prior to the beginning of the next fiscal year;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Oakland Community College as follows:

1. The total revenues estimated to be available for appropriation in the General (\$168,172,657), Auxiliary (\$4,183,415), and Designated (\$3,329,922) Funds of Oakland Community College for the 2021-2022 fiscal year are \$175,685,994.
2. The total appropriation for the General (\$165,481,056), Auxiliary (\$4,911,554), and Designated (\$3,447,922) Funds of Oakland Community College for the 2021-2022 fiscal year are \$173,840,532.



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ACTION

**Board Agenda Item 7.2
May 18, 2021**

2021-2022 TAX LEVY OF OPERATING MILLAGE

PROBLEM/NEEDS STATEMENT

The College needs to establish its General Fund Millage rate for 2021-2022 Fiscal Year.

WHY THE ACTION IS BEING RECOMMENDED

Each year the College, as a part of its budget process, determines the total tax levy required to maintain College operations. It has been deemed necessary that the maximum annual rate of 1.5184 Mills (\$1.5184 per \$1,000) is required for the sound management and operation of the district. The rate may be adjusted for any reduction that is required by the constitution provision, which limits the growth of property tax. The final millage rate will be reported to the Board, once it is received by the County.

MOTION

Move the Board of Trustees adopt the resolution to levy the maximum annual tax rate and authorize the Vice Chancellor for Administrative Services to notify the proper assessing office of each municipality to effectuate compliance with this resolution.



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**RESOLUTION FOR TAX LEVY OF OPERATING MILLAGE
(2021-2022)**

AT A REGULAR MEETING of the Board of Trustees of Oakland Community College held on the 18th day of May, 2021.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Trustee _____.

WHEREAS, Act No. 331 of Public Acts of 1966, as amended, requires the Board of Trustees to determine the total taxes required by the Oakland Community College District (the "District") for any year, and

WHEREAS, the qualified electors of the District have heretofore authorized the Board of Trustees to levy a tax on the real and personal property within the District at a maximum annual rate of 1.5184 Mills (\$1.5184 per \$1,000) on each dollar of the taxable value of the property within the District, such rate to be adjusted to conform to Michigan Constitution 1963, Article 9, §31, Section 24e of Public Act 206 of 1893, as amended, and to any legislation implementing said section of the Michigan Constitution, and

WHEREAS, the Board of Trustees has carefully examined the financial circumstances of the District for the 2021-2022 fiscal year and determined that the levy of all operating mills authorized to be levied under law was necessary for the sound management and operation of the District,

NOW, THEREFORE, BE IT RESOLVED that the District hereby declares and certifies the levy on the real and tangible personal property within the District for the fiscal year commencing July 1, 2021, at a maximum annual rate of 1.5184 Mills (\$1.5184 per \$1,000) on each dollar of the taxable value of the property within the District, as such rate shall be adjusted to conform to Michigan Constitution 1963, Article 9, §31, Section 24e of Public Act 206 of 1893, as amended, and to any legislation implementing said section of the Michigan Constitution;

BE IT FURTHER RESOLVED that it is hereby declared and certified that the total amount of taxes to be raised through the District for the operation of the College for the fiscal year commencing July 1, 2021, shall equal the amount of taxes levied from the millage rates certified pursuant to this Resolution;

BE IT FURTHER RESOLVED that, in conformance to this Resolution, the Board Chair is hereby authorized to certify the approved tax rate to be levied and the amount of taxes to be raised, and the Vice Chancellor for Administrative Services shall notify the proper assessing officers of each appropriate city or township within the District and do whatever is necessary and proper to effectuate compliance with this Resolution.

AYES:

NAYS:

I, Pamela S. Jackson, hereby certify that I am the Chair of the Board of Trustees of Oakland Community College and that the foregoing Resolution for Tax Levy of Operating Millage (2021-2022) is a true and correct copy of the Resolution adopted by a vote of the members of said Board on the 18th day of May, 2021, at which a quorum was present via virtual meeting on occ.michiganliveevents.com.

Pamela S. Jackson, PhD, Chair
Oakland Community College Board of Trustees



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ACTION

**Board Agenda Item 7.3
May 18, 2021**

APPOINTMENT OF AUDIT COMMITTEE MEMBER

PROBLEM/NEEDS STATEMENT

The Oakland Community College (OCC) Audit Committee consists of seven members, including three members of the Board of Trustees and four members of the Oakland County community. Currently there is one vacancy on the committee for a member from the community. Board Treasurer Susan Anderson, as chair of the Audit Committee is recommending the OCC Board Chair appoint community member John McCulloch to the Audit Committee.

This appointment is subject to approval by the Board of Trustees.

MOTION

Move the Board of Trustees approve John McCulloch to serve as the community member to the OCC Audit Committee.

As a returning Audit Committee member, John McCulloch brings a wealth of experience and knowledge to the group. John has previously served on the OCC Board of Trustees as both the Chairman and as a Trustee, he has also served as past Chairman of the OCC Audit Committee. He is currently a Program Director and Assistant Professor of Accounting at Madonna University. John is a graduate of Walsh College with a Bachelor's Degree in Accountancy and received his Juris Doctor at Michigan State University Detroit College of Law. He is a long-time resident of Royal Oak and has served Oakland County and Oakland Community College for many years. John is also President of Disability Rights Michigan, a Director and Past President of Michigan Association of Counties Service Corporation, and Treasurer of St. Andrew's Society.



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INFORMATION

Board Agenda Item 8.1
May 18, 2021

QUARTERLY FINANCE REPORT
For the Quarter Ended March 31, 2021



INTRODUCTION

Oakland Community College is a public, non-profit educational institution operating five academic campuses. The academic services of the College are provided during semesters and the majority of the expenditures follow the semesters– not calendar months. In the General Fund, the College has three major revenue sources following different receipt schedules. Tuition revenues are received on a semester schedule. State appropriations are received on a monthly schedule, October through August. Property taxes are received primarily from August through October.

The Operating Funds of the College are included in the quarterly report – General Fund, Designated Funds, and Auxiliary Funds.

COMMENTS

For the Quarter Ended March 31, 2021

This report includes year-to-date information as of the 3rd quarter of the fiscal year and reflects financial activity from July 1, 2020 to March 31, 2021.

FINANCIAL HIGHLIGHTS

Revenues:

In the General Fund, the College recorded total revenues of \$148,361,359 (column 3) compared to \$145,410,268 (column 4) as of the end of the same quarter last year. In Designated Funds, the College recorded total revenues of \$1,628,032 (column 3) compared to \$2,013,868 (column 4) at the end of the same quarter last year. In Auxiliary Funds, the College recorded total revenues of \$2,822,901 (column 3) compared to \$3,567,855 (column 4) at the end of the same quarter last year.

Property Taxes: The total amount is \$90,845,371 (column 3) compared to \$87,754,080 (column 4) at the end of the same quarter last year in the General Fund. Property taxes are received from August through October. Property tax revenues are higher than fiscal year 2020 at March 31st and are projected to remain slightly higher than last fiscal year. For fiscal year 2021 and beyond, the College will continue to closely monitor the impact of COVID-19 on property tax values and tax revenues.

State Appropriations: In fiscal year 2021, state appropriations are consistent with fiscal year 2020 and total 14,092,895 at the end of the 3rd quarter.

Tuition and Fees: The total amount is \$36,993,194 (column 3) compared to \$35,939,252 (column 4) in the General Fund as of the end of the same quarter last year. Enrollment for fall 2020 was down compared to budgeted headcount but close to budgeted amount for registered credit hours.

Enrollment for winter 2021 was higher than in winter 2020. In the Designated Funds, tuition and fees have been impacted by COVID-19 and campus closures and are lower than prior year.

Auxiliary Activities: The total amount is \$2,807,472 (column 3) compared to \$3,554,373 (column 4) in the Auxiliary Fund as of the end of the same quarter last year. The impact of campus closures due to COVID-19 is the greatest impact on fall 2020 and winter 2021 sales revenues.

Expenditures:

The College recorded total expenditures in the General Fund of \$79,974,884 (column 3) compared to \$86,626,094 (column 4) as of the end of the same quarter last year. In the Designated Funds, the College recorded total expenditures of \$2,863,824 (column 3) compared to \$2,950,851 (column 4) as of the end of the same quarter last year. In the Auxiliary Funds, the College recorded total expenditures of \$3,057,812 (column 3) compared to \$3,608,289 (column 4) as of the end of the same quarter last year.

Employee Salaries and Wages: The amount is \$45,460,514 (column 3) compared to \$47,291,054 (column 4) as of the end of the same quarter last year in the General Fund. This decrease is a result of decreased part-time salary expenditures due to the impact of COVID-19 as well as the shift in some general fund salary expenses over to the restricted CARES act grants and the CRF grant.

Benefits: The amount is \$20,259,796 (column 3) compared to \$21,220,054 (column 4) as of the end of the same quarter last year in the General Fund. This decrease is a result of the shift in some general fund benefit expenses over to the restricted CARES act grants and the CRF grant.

Other Operating Expenses: In the General Fund, other operating expenses are lower than year to date as of the same quarter last year. This decrease is a result of decreased expenditures due to the impact of COVID-19 as well as the shift in some technology expenses over to the restricted CARES act grants and the CRF grant. In the Auxiliary Fund the amount is \$2,215,652 (column 3) compared to \$2,622,832 (column 4) as of the end of the same quarter last year. This decrease is a result of reduced cost of goods sold in the campus bookstores.

SUMMARY:

Revenue from property taxes, investment income and tuition/fees are forecasted slightly higher than in fiscal year 2020. While enrollment has stabilized and increased slightly in the winter 2021, the College continues to address enrollment issues with increased marketing and targeted advertising, additional recruitment efforts and increased academic offerings. The College will continue closely monitoring the impact of COVID-19 through the end of fiscal year 2021 as it relates the revenue and expenditures and the College will continue to take cost-cutting measures where appropriate.



GENERAL FUND BUDGET STATUS REPORT
For the Quarter Ended March 31, 2021

(1)	(2) TOTAL REVENUES BUDGET	(3) REVENUES YTD	(4) PRIOR YTD REVENUES	(5) YTD PERCENT OF REVENUES RECOGNIZED
REVENUES:				
Property Taxes	\$ 91,750,000	\$ 90,845,371	\$ 87,754,080	99.01%
State Appropriations	24,840,000	14,092,895	14,024,919	56.73%
Tuition & Fees	39,812,974	36,993,194	35,939,252	92.92%
Investment Income	6,000,000	6,027,132	6,620,166	100.45%
Miscellaneous Revenue	1,200,140	402,767	1,054,470	33.56%
Unrealized Gain/(Loss) on Investments	-	-	17,381	-
TOTAL REVENUES	\$ 163,603,114	\$ 148,361,359	\$ 145,410,268	90.68%
EXPENDITURES:				
Employee Salaries and Wages	\$ 72,036,378	\$ 45,460,514	\$ 47,291,054	63.11%
Fringe Benefits	34,217,293	20,259,796	21,220,054	59.21%
Contracted Temporary Personnel	3,037,996	1,458,951	1,497,170	48.02%
Utilities	4,131,812	2,036,141	2,385,934	49.28%
Other Operating Expenses	25,649,016	10,759,482	14,231,882	41.95%
TOTAL EXPENDITURES	\$ 139,072,495	\$ 79,974,884	\$ 86,626,094	57.51%
TRANSFERS:				
Transfer (to) from General Fund	\$ -	\$ -	\$ -	-
Transfer (to) from Loan Fund	-	-	-	-
Transfer (to) from Auxiliary Fund	-	-	1,621,228	-
Transfer (to) from Endowment/Restricted	(690,000)	-	-	0.00%
Transfer (to) from Plant Fund	(20,000,000)	-	-	0.00%
All Other Transfers	(2,861,751)	-	-	0.00%
TOTAL TRANSFERS	\$ (23,551,751)	\$ -	\$ 1,621,228	0.00%



DESIGNATED FUND BUDGET STATUS REPORT
For the Quarter Ended March 31, 2021

(1)	(2) TOTAL REVENUES BUDGET	(3) REVENUES YTD	(4) PRIOR YTD REVENUES	(5) YTD PERCENT OF REVENUES RECOGNIZED
REVENUES:				
Property Taxes	\$ -	\$ -	\$ -	-
State Appropriations	-	-	-	-
Tuition & Fees	3,447,004	1,494,168	1,734,074	43.35%
Investment Income	-	-	-	-
Miscellaneous Revenue	350,142	133,864	279,794	38.23%
Unrealized Gain/(Loss) on Investments	-	-	-	-
TOTAL REVENUES	\$ 3,797,146	\$ 1,628,032	\$ 2,013,868	42.88%
EXPENDITURES:				
Employee Salaries and Wages	\$ 2,283,193	\$ 1,487,924	\$ 1,419,034	65.17%
Fringe Benefits	1,047,069	596,589	535,541	56.98%
Contracted Temporary Personnel	2,106,667	394,946	547,420	18.75%
Utilities	-	-	-	-
Other Operating Expenses	1,569,968	384,365	448,856	24.48%
TOTAL EXPENDITURES	\$ 7,006,897	\$ 2,863,824	\$ 2,950,851	40.87%
TRANSFERS:				
Transfer (to) from General Fund	\$ 2,861,751	\$ -	\$ -	0.00%
Transfer (to) from Loan Fund	-	-	-	-
Transfer (to) from Auxiliary Fund	-	-	-	-
Transfer (to) from Endowment/Restricted	-	-	-	-
Transfer (to) from Plant Fund	-	-	-	-
All Other Transfers	-	-	-	-
TOTAL TRANSFERS	\$ 2,861,751	\$ -	\$ -	0.00%



AUXILIARY FUND BUDGET STATUS REPORT
For the Quarter Ended March 31, 2021

(1)	(2)	(3)	(4)	(5)
	TOTAL REVENUES BUDGET	REVENUES YTD	PRIOR YTD REVENUES	YTD PERCENT OF REVENUES RECOGNIZED
REVENUES:				
Property Taxes	\$ -	\$ -	\$ -	-
State Appropriations	-	-	-	-
Tuition & Fees	-	-	-	-
Auxiliary Activities	5,122,860	2,807,472	3,554,373	54.80%
Investment Income	-	-	-	-
Miscellaneous Revenue	5,900	15,429	13,482	261.51%
Unrealized Gain/(Loss) on Investments	-	-	-	-
TOTAL REVENUES	\$ 5,128,760	\$ 2,822,901	\$ 3,567,855	55.04%
EXPENDITURES:				
	TOTAL EXPENSES BUDGET	EXPENSES YTD	PRIOR YTD EXPENSES	YTD PERCENT OF EXPENSES INCURRED
Employee Salaries and Wages	\$ 900,682	\$ 519,660	\$ 657,171	57.70%
Fringe Benefits	444,189	277,115	309,689	62.39%
Contracted Temporary Personnel	49,000	45,385	18,597	92.62%
Utilities	-	-	-	-
Other Operating Expenses	3,809,738	2,215,652	2,622,832	58.16%
TOTAL EXPENDITURES	\$ 5,203,609	\$ 3,057,812	\$ 3,608,289	58.76%
TRANSFERS:				
Transfer (to) from General Fund	\$ -	\$ -	\$ (1,621,228)	-
Transfer (to) from Loan Fund	-	-	-	-
Transfer (to) from Auxiliary Fund	-	-	-	-
Transfer (to) from Endowment/Restricted	-	-	-	-
Transfer (to) from Plant Fund	-	-	-	-
All Other Transfers	-	-	-	-
TOTAL TRANSFERS	\$ -	\$ -	\$ (1,621,228)	-



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INFORMATION

Board Agenda Item 8.2
May 18, 2021

COLLEGE FACILITIES QUARTERLY REPORT
For the Quarter Ending March 31, 2021

2021 RENOVATION / MAJOR MAINTENANCE PROGRAM

Quarter End Date: March 31, 2021

Project ID	Project Name	Initial Budget	Adjustments + / -	Adjusted Budget	Status	Committed Cost	Balance
AH17-001	Building A Study	\$283,949.85	\$0.00	\$283,949.85	1		\$283,949.85
AH21-003	C Building Roof Replacement	\$1,000,000.00	\$0.00	\$1,000,000.00	1		\$1,000,000.00
AH21-004	Exterior Signage Upgrade Project	\$1,300,000.00	\$0.00	\$1,300,000.00	1	\$10,198.95	\$1,289,801.05
AH21-012	Parking Lot Improvements	\$0.00	\$50,000.00	\$50,000.00	1		\$50,000.00
CW19-006	CCTV Enhancements	\$435,000.00	\$0.00	\$435,000.00	1		\$435,000.00
CW21-002	Roof Upgrades	\$1,000,000.00	-\$30,000.00	\$970,000.00	1		\$970,000.00
CW21-003	Paving, Catch Basins & Sidewalk	\$1,000,000.00	-\$600,000.00	\$400,000.00	1		\$400,000.00
CW21-005	Eyewash Stations/Ventilation	\$100,000.00	\$0.00	\$100,000.00	1		\$100,000.00
CW21-006	Parking Lot Fixture Upgrades	\$300,000.00	-\$200,000.00	\$100,000.00	1		\$100,000.00
CW21-007	Elevator Restoration	\$600,000.00	-\$210,000.00	\$390,000.00	1		\$390,000.00
CW21-008	Security Alarm Panel/Keypad Replacement	\$100,000.00	\$0.00	\$100,000.00	1		\$100,000.00
CW21-009	Catch Basin Restorations	\$0.00	\$100,000.00	\$100,000.00	1	\$74,963.45	\$25,036.55
HL21-003	Parking Lot Improvements	\$0.00	\$200,000.00	\$200,000.00	1	\$0.00	\$200,000.00
OR19-002	Exterior Lighting Upgrades, Site Wide	\$135,000.00	\$0.00	\$135,000.00	1		\$135,000.00
OR20-004	Parking Lot Access Gate Replacements	\$10,000.00	\$0.00	\$10,000.00	1		\$10,000.00
OR20-011	Building M West Lobby Reconfiguration	\$99,389.00	\$0.00	\$99,389.00	1		\$99,389.00
OR21-002	L Building Renovation	\$5,000,000.00	\$0.00	\$5,000,000.00	1		\$5,000,000.00
OR21-005	Building E Compressor Installation	\$0.00	\$120,000.00	\$120,000.00	1	\$11,955.87	\$108,044.13
OR21-012	Parking Lot Improvements	\$0.00	\$50,000.00	\$50,000.00	1		\$50,000.00
RO19-001	Hot/Cold Water Circulation Upgrade, Site Wide	\$145,663.77	\$0.00	\$145,663.77	1	\$109.65	\$145,554.12
RO20-002	RO Building & Power Plant	\$10,426,789.00	\$0.00	\$10,426,789.00	1		\$10,426,789.00
RO21-002	Parking Deck Fire Protection System Evaluation	\$50,000.00	\$0.00	\$50,000.00	1		\$50,000.00
SF19-004	Chiller Study	\$168,190.82	\$0.00	\$168,190.82	1	\$7,600.75	\$160,590.07
SF21-002	Simulation Lab Renovation	\$0.00	\$40,000.00	\$40,000.00	1	\$8,468.75	\$31,531.25
SF21-003	Parking Lot Fixture Upgrades	\$0.00	\$200,000.00	\$200,000.00	1		\$200,000.00
AH21-002	G-240 Conference Room Update	\$200,000.00	\$0.00	\$200,000.00	2		\$200,000.00
CW21-010	Drinking Fountain Upgrade Program	\$0.00	\$150,000.00	\$150,000.00	2		\$150,000.00
OR20-002	Elevator Restoration - J Building	\$1,284,451.77	\$0.00	\$1,284,451.77	2	\$34,975.35	\$1,249,476.42
OR20-012	Door Replacements	\$17,359.85	\$5,000.00	\$22,359.85	2	\$2,815.00	\$19,544.85
OR21-003	Parking Lot 1,2,3 Replacement & Reconfiguration	\$4,000,000.00	\$0.00	\$4,000,000.00	2	\$45,430.00	\$3,954,570.00
AH-CW17-003	Interior Door Hardware Renovation	\$474,424.00	\$700,000.00	\$1,174,424.00	3	\$6,119.21	\$1,168,304.79
AH21-006	Building G Furniture Evaluation	\$0.00	\$10,000.00	\$10,000.00	3	\$6,500.01	\$3,499.99
OR21-010	Culinary Equipment Utility Modifications	\$0.00	\$20,000.00	\$20,000.00	3		\$20,000.00
RO21-004	Building B Selected Carpeting Replacements	\$0.00	\$50,000.00	\$50,000.00	3		\$50,000.00
AH17-009	Welding/Auto Lab Renovation	\$64,079.16	\$85,000.00	\$149,079.16	4	\$49,203.64	\$99,875.52
AH18-009	Building C	\$29,274,855.73	\$0.00	\$29,274,855.73	4	\$10,388,114.04	\$18,886,741.69
AH20-004	Buildings HJK Heating Line Replacements	\$653,463.60	\$80,000.00	\$733,463.60	4	\$2,556.60	\$730,907.00
AH21-005	Building B Foundation Restoration	\$0.00	\$130,000.00	\$130,000.00	4		\$130,000.00
AH21-008	MTEC Locker Installations	\$0.00	\$20,000.00	\$20,000.00	4		\$20,000.00
AH21-009	Campus IT Upgrades	\$0.00	\$25,000.00	\$25,000.00	4		\$25,000.00
AH21-011	Building G Elevator Restoration	\$0.00	\$60,000.00	\$60,000.00	4		\$60,000.00
HL19-003	Burner Assembly Replacement, Central Plant	\$376,676.47	\$163,011.69	\$539,688.16	4	\$22,688.38	\$516,999.78
OR17-001	Boiler Replacement	\$2,130,037.44	\$0.00	\$2,130,037.44	4	\$715,488.20	\$1,414,549.24
OR19-003	Signage Upgrade, Site Wide	\$1,193,467.50	\$0.00	\$1,193,467.50	4	\$488,422.95	\$705,044.55
OR19-006	Smith Theatre Lighting Upgrade	\$426,846.28	\$0.00	\$426,846.28	4	\$57,877.34	\$368,968.94
OR21-013	Building J Room 147 Renovation	\$0.00	\$10,000.00	\$10,000.00	4		\$10,000.00
RO16-002	HVAC Repair (HVLE), Building A	\$233,427.51	\$30,000.00	\$263,427.51	4	\$216,301.31	\$47,126.20
RO20-004	Market Place & Bookstore Renovation	\$473,294.29	\$285,000.00	\$758,294.29	4	\$193,075.27	\$565,219.02
SF17-001	Site work & Small Projects	\$49,982.55	\$8,000.00	\$57,982.55	4	\$41,921.59	\$16,060.96
AH19-006	Hallway Floor Replacement, Building J	\$130,906.55	\$100,000.00	\$230,906.55	5	\$181,108.21	\$49,798.34
AH19-011	Building G IT Generator Replacement	\$512,696.68	\$70,000.00	\$582,696.68	5	\$6,270.55	\$576,426.13
AH20-002	MTEC Parking Lot Replacement	\$512,366.68	\$5,000.00	\$517,366.68	5	\$484,314.76	\$33,051.92
AH20-005	Parking Lot Camera Installations	\$15,000.00	\$0.00	\$15,000.00	5		\$15,000.00
AH20-007	Site Concrete Restorations	\$65,338.75	\$100,000.00	\$165,338.75	5	\$137,125.93	\$28,212.82
AH20-008	Building T Office Modification	\$10,000.00	\$0.00	\$10,000.00	5	\$2,782.81	\$7,217.19
AH20-009	Building A Receiving Lot Restorations	\$44,155.40	\$100,000.00	\$144,155.40	5	\$104,257.87	\$39,897.53
AH20-010	Building P Chiller Monitoring Replacements	\$10,000.00	\$30,000.00	\$40,000.00	5	\$4,346.13	\$35,653.87
AH21-007	Buildings E & F Selected Carpet Replacement	\$0.00	\$130,000.00	\$130,000.00	5	\$121,776.80	\$8,223.20
AH21-010	Building T Power Modifications	\$0.00	\$5,000.00	\$5,000.00	5		\$5,000.00
CW21-004	Carpet/Flooring Replacement	\$150,000.00	-\$150,000.00	\$0.00	5		\$0.00
HL19-002	Lighting Replacements, Site Wide	\$211,791.72	\$0.00	\$211,791.72	5	\$161,994.26	\$49,797.46
HL19-005	Entry Door Replacements & Hardware Upgrades, Site Wide	\$66,221.36	\$0.00	\$66,221.36	5	\$37,174.71	\$29,046.65
HL21-002	PE Building Entrance Roof Replacement	\$0.00	\$31,370.50	\$31,370.50	5	\$27,846.85	\$3,523.65
OR19-005	Buildings A-D Tunnel Drainage Restoration	\$195,942.10	\$0.00	\$195,942.10	5	\$136,085.32	\$59,856.78
OR20-013	Building A Pilot Classroom Enhancements	\$5,005.12	\$0.00	\$5,005.12	5	\$4,806.00	\$199.12
OR21-004	Building F/G Elevator Restoration	\$0.00	\$30,000.00	\$30,000.00	5	\$28,448.00	\$1,552.00
OR21-006	Building M 2nd Floor Carpeting Replacement	\$0.00	\$35,000.00	\$35,000.00	5	\$33,717.00	\$1,283.00
OR21-007	Building B Chemistry Lab Epoxy Flooring	\$0.00	\$25,000.00	\$25,000.00	5	\$19,766.69	\$5,233.31
OR21-008	Building Management Control Panel Upgrades, Site Wide	\$0.00	\$70,000.00	\$70,000.00	5	\$59,676.00	\$10,324.00

OR21-009	Culinary Oven Removal	\$0.00	\$8,000.00	\$8,000.00	5		\$8,000.00
RO19-002	Parking Structure Restoration, North	\$455,362.70	\$0.00	\$455,362.70	5	\$366,615.38	\$88,747.32
RO20-005	Building C Roof Repair	\$75,584.31	\$30,000.00	\$105,584.31	5	\$1,960.00	\$103,624.31
SF18-003	Public Safety Relocation	\$86,572.63	\$0.00	\$86,572.63	5	\$13,318.00	\$73,254.63
SF19-001	Fire Alarm Upgrade, Site Wide	\$109,330.94	\$80,000.00	\$189,330.94	5	\$3,539.32	\$185,791.62
SF19-006	Parking Lot Improvements	\$153,354.87	\$0.00	\$153,354.87	5	\$139,918.45	\$13,436.42
AH21-001	Site Work & Small Projects	\$150,000.00	-\$120,000.00	\$30,000.00		\$1,975.00	\$28,025.00
CW21-000	Construction Management Core Staff	\$400,000.00	\$0.00	\$400,000.00		\$220,550.05	\$179,449.95
CW21-998	Academic/Campus Enhancements	\$1,000,000.00	-\$903,000.00	\$97,000.00			\$97,000.00
CW21-999	Emerging Needs / Contingency / Emergency Repair	\$1,000,000.00	-\$815,000.00	\$185,000.00			\$185,000.00
DO21-001	Site Work & Small Projects	\$100,000.00	\$0.00	\$100,000.00		\$561.20	\$99,438.80
HL21-001	Site Work & Small Projects	\$150,000.00	-\$144,382.19	\$5,617.81		\$4,617.81	\$1,000.00
OR21-001	Site Work & Small Projects	\$500,000.00	-\$250,000.00	\$250,000.00		\$38,665.58	\$211,334.42
OR21-011	Elevator Restorations	\$0.00	\$60,000.00	\$60,000.00			\$60,000.00
RO21-001	Site Work & Small Projects	\$150,000.00	-\$80,000.00	\$70,000.00		\$12,213.62	\$57,786.38
RO21-003	Elevator Restorations	\$0.00	\$90,000.00	\$90,000.00			\$90,000.00
SF21-001	Site Work & Small Projects	\$100,000.00	-\$88,000.00	\$12,000.00		\$3,150.00	\$8,850.00
	Grand Total	\$69,365,978.40	\$0.00	\$69,365,978.40		\$14,743,368.61	\$54,622,609.79

1 = Programming 2 = Design 3 = Bid 4 = Construction 5 = Completed 6 = Postponed



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INFORMATION

Board Agenda Item 8.3
May 18, 2021

INFORMATION TECHNOLOGY QUARTERLY REPORT
January 1 to March 31, 2021

Quarterly Status Report as of March 31, 2021

Select a Quarter End Date to view the Report:

March 31, 2021 ▼

Description	Location	Status	Progress	2020-21 Budget \$	2020-21 Committed Costs	2020-21 Balance	Multi-year Project
Campus Server Replacement	CW	Complete		\$100,000	\$98,208	\$1,792	1
Chosen Name	CW	Complete		\$0	\$0	\$0	
Communication and Collaboration tools	CW	Complete		\$150,000	\$150,000	\$0	1
COVID-19 Screening App	CW	Complete		\$0	\$0	\$0	1
DocuSign	CW	Implementation		\$75,000	\$54,000	\$21,000	1
E Doc and E Workflows	CW	Deferred		\$160,000	\$138,250	\$21,750	1
Network Edge Replacement	CW	Implementation		\$1,550,000	\$1,550,000	\$0	1
Text Aggregator	CW	Complete		\$50,000	\$12,051	\$37,949	1
VDI	CW	Complete		\$1,000,000	\$1,000,000	\$0	5
Web Advisor to Self-Service Migration	CW	Implementation		\$100,000	\$29,500	\$70,500	1
Totals				\$3,185,000	\$3,032,009	\$152,991	

IT Capital Project Descriptions

Campus Server Replacement

This refers to servers and disk storage installed on our campuses used to manage printer queues, host campus specific shares, software applications, and deploy computer images. The existing servers are past their useful lives and need to be replaced.

Chosen Name

This refers to a software modification project that allows students and employees to select a chosen name that is presented in college reports, rosters, and other records.

Communication and Collaboration tools

This is a project to implement the Microsoft Office 365 suite for use by employees to improve college-wide efficiency, effectiveness, and collaboration. In addition, this same software suite will be used to replace our aging Infomart intranet.

COVID-19 Screening App

This refers to a self-service electronic form hosted on the MyOCC website (for students) and Infomart (for employees) to record answers to COVID screening questions before students or employees arrive on campus. The Screening App provides information for contact tracing and communication compliance for Environmental Health and Safety.

DocuSign (Electronic Signatures)

This refers to a web-based platform that gives students the ability to 1) securely upload forms/documents and 2) sign forms online instead of signing paper forms in person on campus, which is imperative during the COVID-19 pandemic. This platform is certified by the federal government to allow official documents (FAFSA forms, etc.) to be signed electronically.

eDoc and eWorkflow (electronic document and electronic workflow)

This project refers to the expansion of our document imaging solution to all departments throughout the college in an attempt to eliminate all paper documents and move to a 'paper-free' workplace. This project provides a 'greener', more efficient, more effective college.

Network Edge Replacement

This refers to the networking switches installed on campus that connect student, employee computers and other devices to the OCC network.

Text Aggregator

This refers to the purchase of text message capacity for the college to use to communicate with our students. Text messaging will be added as a channel to a variety of departments who provide student services including Counseling, Admissions, ASC, Registrar, etc.

VDI (Virtual Desktop Infrastructure)

VDI is a virtualization technology that hosts a desktop (PC) operating system and/or software on a centralized server in a data center. VDI provides easier access to academic software for students by publishing the software to the device where they log in while allowing better asset utilization for the college by reducing the need for discipline-specific classrooms and labs.

Web Advisor to Self-Service Migration

This is a long-term, extensive project to transition many Colleague functions for both students and employees from Web Advisor (a platform that is scheduled to be shut down in 2021) to the new Colleague 'Self-Service' platform.



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INFORMATION

Board Agenda Item 8.4
May 18, 2021

OCC FOUNDATION REPORT
QUARTERLY PROGRESS TOWARD CALENDAR-YEAR GOALS
January 1 to March 31, 2021

The mission of the OCC Foundation is to obtain and allocate financial support to advance the mission and goals of Oakland Community College. The Foundation sets and tracks its goals on a *calendar-year basis* to correspond to the thinking and behavior of the typical donor.

Highlights

During the first quarter of the 2021 calendar year, the Foundation raised \$33,146.47 from 94 donors toward its goal of \$501,000 from 433 donors. This significantly lags the first-quarter results of recent years, reflecting increased uncertainty in fundraising and the constraints the pandemic has placed on donor cultivation.

The Foundation presented our 29th Annual Scholarship Recognition event virtually for the first time on March 25. Feedback from the audience of more than 100 people indicated they were moved and inspired by the stories of our scholarship recipients and sponsors. The video of the event, shared via email and posted online, has since been viewed more than 100 times. Watch at <https://tinyurl.com/2021OCCFSScholarshipRecognition>.

The first-quarter edition of Six Good Things, the Foundation's newsletter for donors and friends, achieved an open rate of 30.0% and click rate of 5.2% in its first 48 hours, both high by industry standards. The edition featured a retrospective of calendar year 2020 and included stories about the successful Matching Gift Challenge for the Student Success Fund, new scholarships, help for textbooks and our record-breaking year.

Our signature event, The Garden Party, originally planned for Sunday, June 13, has been cancelled again for 2021. The event, which typically nets over \$100,000, supports students in our career and technical programs through scholarships and other support. The Foundation is working with our partners at The Garden Party Foundation to develop an alternative for sponsors and eventgoers to continue their support.



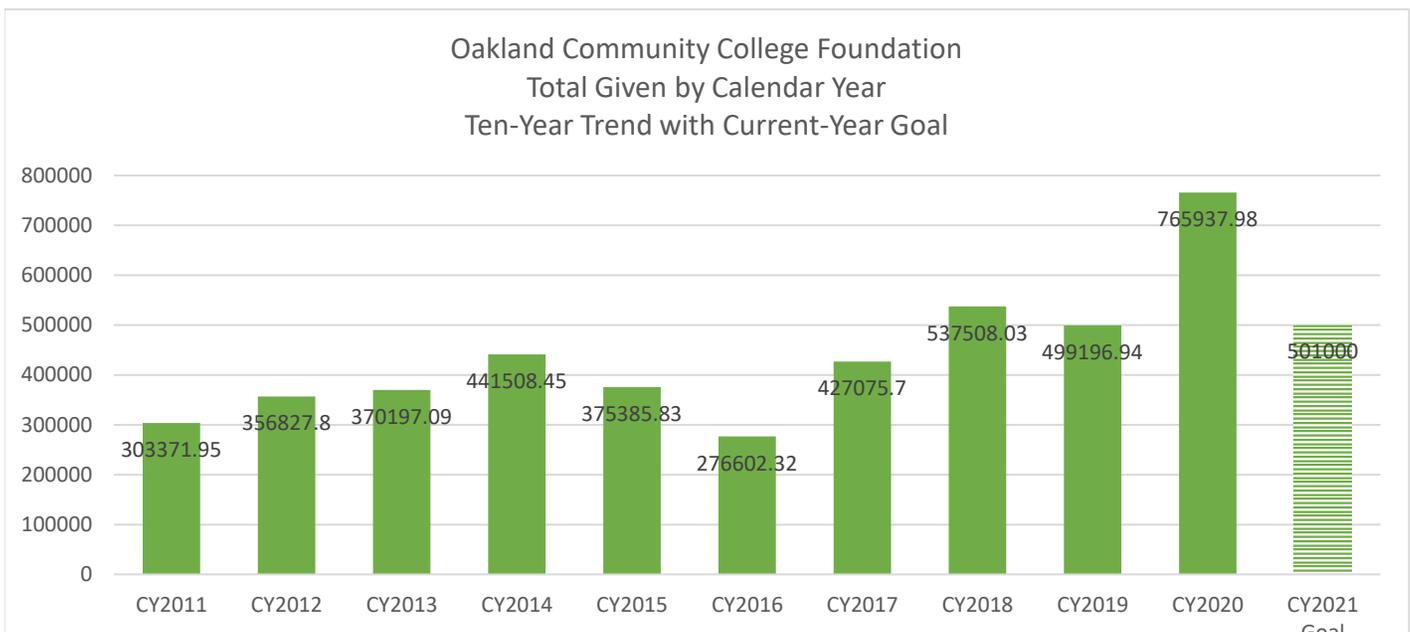
INFORMATION

Board Agenda Item 8.4
May 18, 2021

OCC FOUNDATION REPORT
QUARTERLY PROGRESS TOWARD CALENDAR-YEAR GOALS
January 1 to March 31, 2021

The mission of the OCC Foundation is to obtain and allocate financial support to advance the mission and goals of Oakland Community College. The Foundation sets and tracks its goals on a *calendar-year basis* to correspond to the thinking and behavior of the typical donor. Fiscal year results are provided here as well.

	CY2020 Actual		CY2021 Goals		CY2021 Actual td		% of Goal	
	Count	Amount	Count	Amount	Count	Amount	Count	Amount
Total	412	\$765,938	433	\$501,000	94	\$33,146	21.7%	6.6%
<u>Giving Level</u>								
\$100,000 and up	1	\$203,463	1	\$100,000	0	\$0	0.0%	0.0%
\$10,000 and up	12	299,161	10	140,000	0	0	0.0%	0.0%
\$1,000 to \$9,999	92	199,851	90	200,000	5	19,000	5.6%	9.5%
Under \$1,000	307	63,463	332	61,000	89	14,146	26.8%	23.2%
<u>Retention Status</u>								
Acquired	87	\$51,383	94	\$83,500	5	\$740	5.3%	0.9%
Recovered	79	49,115	92	58,000	11	2,985	12.0%	5.1%
Retained	246	665,440	247	359,500	78	29,421	31.6%	8.2%
Retained from Prior Year	58.2%	155.9%	60.0%	72.0%	18.9%	3.8%	31.6%	5.3%





OAKLAND COMMUNITY COLLEGE®
Excellence *Empowered.*®

INFORMATION

Board Agenda Item 8.5
May 18, 2021

STRATEGIC PLAN UPDATE

In March of 2021, the College hosted its second all-college strategic planning update. During this meeting, an update was shared with the College community as had been shared with the Board during the March retreat. OCC continues to advance on the nine strategic actions for FY2022 discussed during the Board retreat and is planning its direction for FY2023. The consolidated language and associated structures have created efficiency and a more logical process.

In addition to the all-college meeting, Six Disciplines hosted a session with the strategic planning action teams to share the findings of the strategic plan audit. The audit presentation affirmed the need for some reorganization and consolidation of effort. Participants had a chance to review findings and ask questions about how the College will improve strategic planning.

Finally, the College continues discussions on developing a three-year plan to apply for the Malcolm Baldrige National Quality Award in 2024. In June of 2021, the Chief Strategy Officer and Office of Institutional Effectiveness will begin compiling documents and evidence to support the Baldrige process in coordination with a specialist from Six Disciplines. The college community as a whole will begin its collective Baldrige work in the fall of 2021.