



**BOARD OF TRUSTEES
REGULAR MEETING MINUTES
November 21, 2023
Oakland Community College
Auburn Hills Campus G240
2900 Featherstone Road
Auburn Hills, Michigan**

1. CALL TO ORDER

Chair Jackson called the meeting to order at 6:01 p.m.

2. ATTENDANCE

Present:

Pamela S. Jackson, Chair
Susan Gibson, Secretary
Edward D. Callaghan, Trustee
Christine M. O'Sullivan, Trustee

Absent:

Kathleen A. Bertolini, Vice Chair
Shirley J. Bryant, Treasurer
Pamala M. Davis, Trustee

3. APPROVAL OF AGENDA

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

AYES: Callaghan, Gibson, Jackson, O'Sullivan

NAYS: None

Motion Carried

4. APPROVAL OF MINUTES

4.1. October 17, 2023 Regular Meeting Minutes

A – ACTION

Trustee Gibson MOVED to approve the October 17, 2023 Regular Meeting Minutes. Trustee Callaghan seconded.

AYES: Callaghan, Gibson, Jackson, O'Sullivan

NAYS: None

Motion Carried

4.2. October 17, 2023 Closed Session Meeting Minutes

B – ACTION

Trustee Gibson MOVED to approve the October 17, 2023 Closed Session Meeting Minutes.
Trustee O’Sullivan seconded.

AYES: Callaghan, Gibson, Jackson, O’Sullivan

NAYS: None

Motion Carried

5. COMMUNICATIONS

5.1. Community Comments

None

5.2. Academic Report

5.2.1. Provost Update

Dr. Jennifer Berne provided the Provost update. Below are the topics she touched on:

- This fall saw our first try at early academic intervention. In this very limited pilot, 35 faculty referred over 200 students for supplemental services. We hope that this will be just the tip of the iceberg as we integrate early assessment and reflect on how we can share the results to support students in classes before they fall behind.
- Fifty faculty who teach gateway courses are completing projects aimed at greater engagement with students, many who teach online courses are experimenting with intelligent agents and other technologies that help faculty keep a regular cadence of communications with students.
- Adjunct faculty integration and service update: Adjuncts teach nearly ½ of our sections in some general education areas and are represented in almost every discipline. We have made a commitment to the care and support of these essential college employees in the following ways:
 - This year, all adjuncts were given a pay raise and we collapsed the step system such that new adjuncts can be paid the going rate. This has helped us to compete with our peer institutions and to feel just a little bit better about all we ask of them.
 - Camille Ziolek, English faculty and Chair at OR has taken on the role of Adjunct Faculty Facilitator which was originated by MaryAnn Mcgee who retired last year. Camille acts as a resource and advocate for adjunct faculty, meeting with them, making materials available and generally allowing for an open dialogue. As part of this role, Camille hosts (along with myself and our Dean of Teaching Excellence, Marc Thomas, an adjunct town hall once a month where adjuncts come to learn about the college and share with one another. We had over 40 attend earlier this month, a typical showing for our nearly monthly

meetings.

- We also have an adjunct executive committee that is advisory to Camille and the TLC and helps us be sure that we are attending to the needs of our adjuncts. Lori Graf, a long-time adjunct in psychology chairs that group.

They are paid to attend professional development activities, to participate in Communities of Practice and to attend informational meetings, in recognition of the sharing they do of their times and talents. I ask the board to join me in recognizing the importance of our role in attracting and retaining high-quality adjunct faculty.

5.3. Chancellor's Comments

Chancellor Provenzano commented on the following:

- Welcomed the following new employee:
 - Natalie Fleury, Program Coordinator EWD
- Retirement/Bereavement:
 - Dwayne Rayford, Afternoon Facility Technician, Operations and Maintenance at the Orchard Ridge campus, passed away at his home on Monday, Oct. 16. Dwayne worked at the College for nearly 4 years.
- Employer of Choice – Outstanding Employees
 - Eunice Jeffries, Director of Government & Community Relations, was a panelist on the Troy's "Women of Influence" Roundtable
 - Jessica Lizardi, Financial Aid Advisor, earned Accredited Financial Counselor (AFC®) designation
 - Rick Leonard, Chief of Public Safety, named Chief upon the retirement of Paul Matynka
- College of Choice – OCC Student Success
 - Two music variety shows featuring OCC musicians – Student Showcase and Jazz Band Concert
 - OCC Theatre presented Tony Award Winning Musical – *25th Annual Putnam's Spelling Bee*
 - Student Government sponsors Heat the Streets drive to keep the community warm this winter with donations for sleeping bags
 - OCC is officially one step closer to implementing a new mascot – will it be Owls, Cobras, or Green Tide
- College of Choice – Outstanding Programs
 - Congresswoman Haley Stevens and Senator Gary Peters spoke at the 2023 Oakland County Defense & Advanced Manufacturing Conference held at the Auburn Hills Campus.
 - OCC has signed two new engineering transfer agreements, one with Oakland University and the other with University of Detroit Mercy. Both agreements will provide OCC students who earn a Pre-Engineering associate degree an easier transfer to these prestigious universities to earn a bachelor of science in various Engineering programs. Our thanks to Joe Petrosky, Dean Beau Everitt and Faculty Member Jim O'Conner for their tireless work to make these agreements happen.
 - OCC was host for the Michigan Educators Apprenticeship and Training

Association (MEATA) Fall conference. The conference was sponsored by Oakland County's Michigan Works! and brought together educators and industry experts to discuss educational training, workforce development and apprenticeship partnerships. I had the pleasure of giving the opening remarks and want to thank Cameron Albring, OCC's Apprentice Manager for her work to bring this conference to OCC.

- Oakland Community College has joined as a partner with the Oakland University-Pontiac Initiative to strengthen the education and workforce development pillars by expanding the initiative's learning and job training opportunities. OCC looks forward to continuing our efforts to make a difference in the Pontiac community.
- MI Career Quest returned to the Suburban Showplace this year to great success! Hundreds of Oakland County high school students were shown the possibilities they have in Manufacturing, Construction, Information Technology and Health Care careers. OCC also showed up in full force with demonstrations, the driving simulator and other college vehicles, and of course, expert faculty on the floor in each featured area. Many thanks to the faculty, Deans and Ken Faulk for their work to bring all of these pieces together and for sparking the students' interest in these important areas of study.
- Government Finance Officers Association awarded the College with their Distinguished Budget Presentation Award for the 2024-2028 Budget and Financial Forecast. Led by Renee Oszust, Director of Budget and Financial Planning, the award represents a significant achievement and reflects our commitment to meeting the highest principles of governmental budgeting. In order to receive the budget award, the College had to satisfy nationally recognized guidelines for effective budget presentation. Our congratulations to Renee, Tina and the entire finance and budget department. It takes a village to earn the Trifecta!
- College of Choice – Events
 - OCC's Executive Council recently participated in [Bridges Out of Poverty](#), a training through the Office of Diversity, Equity, Inclusion and Justice that focused on removing institutional barriers and addressing poverty head-on. [Katena Cain, PhD](#) of Nonprofit Network presented training that challenged understanding poverty through practices and policies at the individual, institutional and community levels. For employees who would like to learn more about the topic, view Bridges Out of Poverty under [Resources](#) on the InsideOCC DEIJ Department page. Our thanks to Kristina Marshall for organizing the training.
 - The Office of DEIJ hosted the Midwestern DEI Conference on Bridging Equity: Creating Innovative Spaces for K-12 and Higher Education on in October. It was a transdisciplinary meeting of teachers, administrators and faculty members, spanning educational settings from grades K-12, two-year community colleges, and four-year colleges and universities. Trustee Bryant and I had an opportunity to attend and learned a lot. We appreciate Kristina Marshall for spearheading this conference.
 - On November 7, students, employees and their families joined together at

the Auburn Hills campus for a pre-game rally featuring food, face painting, games and team spirit! Then we stayed to cheer on the Women's and Men's Basketball teams as they took on Owens Community College in the first home game of the season. I think you can see from some of the photos here, fun was had by all. Many thanks to Athletic Director, Jamie Corona, Dean Stacey Crews, and the Student Engagement and Marketing teams who made this event happen.

- College of Choice – Board Update
 - OCC has engaged with Seyferth PR to complete the community review per Board policy, 2.4 Monitoring CEO and Board Effectiveness. Beth Rae and I recently met with the Board Policy Committee and Seyferth PR was selected to assess CEO and Board performance, including the relationship between the CEO and the Board, the effectiveness of the Board itself, and the progress of the College in achieving goals since the last comprehensive performance review, with a specific focus on OCC's Mission, Values & Vision. The findings will help to illuminate successes, identify improvement areas, and raise key strategic questions for the Board and CEO. Additionally, the research will provide additional perspective on CEO and Board effectiveness from interviews/surveys/insights with a cross-section of the College community, including students, faculty, alumni and community and business leaders.

6. INFORMATION ITEMS

CONSENT CALENDAR – INFORMATION ITEMS

Items 6.1 to 6.5 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.

6.2 and 6.3 removed from the consent agenda per the request of Trustee Callaghan for further questions.

Chair Jackson asked for a motion to receive and file these reports 6.1, 6.4, 6.5. Trustee Callaghan so MOVED, and Trustee Gibson seconded.

AYES: Callaghan, Gibson, Jackson, O'Sullivan

NAYS: None

Motion Carried

Robert Kelly, Executive Director of Facilities, and Robert Montgomery, Vice Chancellor for Information Technologies answered Trustee Callaghan's questions, clarifying the validity of the reports.

After discussion ensued, Chair Jackson asked for a motion to receive and file 6.2, and 6.3. Trustee Gibson so MOVED, and Trustee O'Sullivan seconded.

AYES: Callaghan, Gibson, Jackson, O’Sullivan

NAYS: None
(Reports on file)

Motion Carried

6.1 Finance Quarterly Report	C – INFORMATION
6.2 College Facilities Quarterly Report	D – INFORMATION
6.3 Information Technology Quarterly Report	E – INFORMATION
6.4 OCC Foundation Quarterly Report	F – INFORMATION
6.5 Strategic Plan Update	G – INFORMATION

END OF CONSENT CALENDAR – INFORMATION ITEMS

6.6 Oakland 80 Presentation **H – INFORMATION**

Hilarie Chambers, Jennifer Llewelyn and Rana Al-Igoe from Oakland County provided a presentation on the Oakland 80 initiative. Details of the Oakland 80 initiative were shared with a slide presentation. The presentation highlighted the comparison numbers, committees, subcommittees, target areas and the areas of investments, and possible things that OCC can do to assist with this initiative.

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, and for legal opinion regarding purchase agreement for sale of OCC’s district office pursuant to MCL 15.243 (g)/15.268 (h). Trustee Gibson so MOVED, and Trustee Callaghan seconded.

ROLL CALL VOTE:

Trustee O’Sullivan, AYE
Trustee Callaghan, AYE
Chair Jackson, AYE
Trustee Gibson, AYE

AYES: Callaghan, Gibson, Jackson, O’Sullivan

NAYS: None

Motion Carried

The Board went into closed session at 7:37 p.m.

The Board returned to open session at 8:25 p.m.

Chair Jackson asked for a motion to move back into open session, to complete the regular meeting. Trustee Callaghan so MOVED, and Trustee Gibson seconded.

7. ACTION ITEMS

7.1 Board of Trustees’ Authorization for Chancellor to Accept & Sign Purchase Agreement for OCC District Office (2480 Opdyke Road, Bloomfield Hills) **H – INFORMATION**

Chair Jackson asked for a motion for the Board of Trustees to authorize the Chancellor to sign Purchase Agreement with the first recommended potential buyer with the shorter due diligence period of seven (7) days. Should this buyer withdraw its offer, the Chancellor is authorized to sign the second purchase agreement offer with the fifteen (15) day due diligence period for OCC's District Office location at 2480 Opdyke Road, Bloomfield Hills, MI, Trustee Gibson so MOVED, and Trustee O'Sullivan seconded.

AYES: Callaghan, Gibson, Jackson, O'Sullivan

NAYS: None

Motion Carried

Chancellor's Evaluation (added motion from closed session outcome)

Chair Jackson asked for a motion to approve the payment of 10% of 2023 base pay pursuant to section 5 of the 2023-27 Chancellor's Agreement. Trustee Callaghan so MOVED, and Trustee Gibson seconded.

Callaghan moved, Trustee Gibson seconded.

AYES: Callaghan, Gibson, Jackson, O'Sullivan

NAYS: None

Motion Carried

8. BOARD COMMENTS

Trustee Callaghan noted how moving the Fire Academy Graduation was.

Chair Jackson noted she is honored to be part of an institution that has first responder academies.

Chair Jackson announced that the OCC Foundation is kicking off the annual appeal, and asked for participation from the Board. No matter how little or large the donation, all are welcomed and valued.

Chair Jackson said the Raider Rally was a great event, a lot of fun supporting the students.

9. ADJOURNMENT

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

AYES: Callaghan, Gibson, Jackson, O'Sullivan

NAYS: None

Motion Carried

The meeting adjourned at 8:30 p.m.

Kathleen E. A. Kelly

Date

Pamela S. Jackson, Chair

Susan Gibson, Secretary

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