



OAKLAND COMMUNITY COLLEGE  
Excellence *Empowered.*

**BOARD OF TRUSTEES  
SPECIAL MEETING MINUTES  
March 12, 2024  
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 6:02 p.m.

**2. ATTENDANCE**

Present:

Pamela S. Jackson, Chair  
Kathleen A. Bertolini, Vice Chair  
Shirley J. Bryant, Treasurer  
Susan Gibson, Secretary

Absent:

Edward D. Callaghan, Trustee  
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 Gibson MOVED to approve the agenda, and Trustee Bertolini seconded.

AYES: Bryant, Bertolini, Gibson, Jackson

NAYS: None

Motion Carried

**4. APPROVAL OF MINUTES**

4.1 January 9, 2024 Regular Meeting Minutes

**A – ACTION**

Trustee Gibson MOVED to approve the January 9, 2024 Regular Meeting Minutes. Trustee Bryant seconded.

AYES: Bryant, Bertolini, Gibson, Jackson

NAYS: None

Motion Carried

#### 4.2 January 9, 2024 Closed Session Meeting Minutes

**B – ACTION**

Trustee Gibson MOVED to approve the January 9, 2024 Closed Meeting Minutes. Trustee Bryant seconded.

AYES: Bryant, Bertolini, Gibson, Jackson

NAYS: None

Motion Carried

### 5. COMMUNICATIONS

#### 5.1. Community Comments

No community comments

#### 5.2. Academic Report

##### 5.2.1. Academic Senate Update

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

- Updated Academic Honesty policy regarding plagiarism
- Senate continues to encourage all disciplines to develop a policy that meets their disciplinary needs and expectations for AI
- Several standing committees continue to develop a wide array of resources online and various presentations and other professional development opportunities for all faculty to engage with the AI phenomenon.

##### 5.2.2. Provost Update

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

- Faculty have completed their first cycle of outcomes assessment reporting with a new product ELUMEN. This data is aggregated in a number of ways to promote discussions of teaching strategies that best promote student achievement.
- The gateway project is in its second iteration. Projects range from small tweaks to transformational projects. We will report with some detail in May when the first year of these projects is complete.
- The academic early intervention program continues to gather steam. Faculty are reporting student academic struggles early in the semester, in order for there to be time to reach out and support.
- General Education faculty currently at Highland Lakes are making plans to move to their new campus homes.
- Various things are being done to help break down barriers to student's success. One focus are the early momentum metrics. Research shows that students who take English or Math in their first year, as well as take 30 credit hours per year are

much more likely to complete. We are adjusting our program plans to reflect this. Our part-time plans will also be adjusted to suggest that summer session is a key indicator of success.

- In April WFD will be launching our newest short-term training program for an “Electric Vehicle Technician.” The EV program will be 14 weeks in person with some self-paced modules. This program represents another partnership with Oakland County MI Works.

### 5.3. Chancellor’s Comments

Chancellor Provenzano commented on the following:

- Welcomed the following new employees:
  - Lee Booher, Custodian
  - Emily Brohl, Dental Hygiene Specialist
  - Chris Budrow, Part & Tool Crib Attendant
  - Nada Djedovic, Faculty – Dental Hygiene
  - Elizabeth Green, Records Manager & Archivist
- The following retirees were recognized for their years of service:
  - Brenda Dilworth, Paraprofessional – 23 years
  - Virginia “Ginny” Seeterlin, Financial Aid Specialist – 18 years
- Employer of Choice – Outstanding Employees
  - Greg Stroker, Baking & Pastry Instructor was named the 2023 Pastry Chef of the Year from the Michigan Chefs de Cuisine Association
  - OCC staff embraced the spirit of the MLK Jr. holiday, a national day of service, by volunteering at the OCC Give or Take Pantry at the Orchard Ridge Campus
  - In celebration of Black History Month, OCC is proud to share some of the many exceptional Black alumni and the milestones they have reached
- College of Choice – Outstanding People
  - OCC student, Kalen Rogers has been accepted into the prestigious Broadway Al Monte Theater Program in Italy this summer. The 12-person program is primarily for students graduating with BFA’s in musical theater, but they were so impressed with Kalen he was offered a spot.
  - OCC student, Breia Roberts is another success story. She returned to OCC after leaving to raise a family, and completed a five-week CNC Machine Operator training program, providing her the perfect opportunity to take the next step in her career.
- College of Choice – Outstanding Programs
  - OCC hosted a Winter Nurse Pinning ceremony, pinning 52 students in recognition of their Associate Degree graduation.
- College of Choice – Events
  - The National African American Read In was held on February 6 to celebrate Black History Month through the joy of reading. This year was OCC’s 14<sup>th</sup> year of participation, offering both in-person and virtual readings.
- College of Choice – Social Media
  - We have reached a milestone of more than 5K followers on Instagram, this is among the highest within community colleges. Congratulations to Melissa

O'Leary and Alexia Lavaud for their great work.

- College of Choice – OCC in the Media
  - As always, numerous media coverage in the press and online
- Introducing OCC's new mascot, Talon
  - Illustrated and conceptualized by OCC Graphic Design student **Hailey Martin**. Talon was hatched by our students, who submitted nearly 250 mascot suggestions from Fall 2022 to Spring 2023. A selection committee comprised of a cross-section of employees and students from the College then narrowed down to the field to the final three: Owls, Cobras, and Green Tide. The competition was exciting with more than 3,000 votes for their favorite mascot to represent the College. With Talon in the house, OCC's old mascot, Rudy the Raider, retires after nearly 60 years. This endeavor was a huge labor of love and we want to especially thank **Peter Schade**, Graphic Design Faculty, and his Graphic Arts students studying brand identity. The OCC mascot assignment project was part of the Fall 2023 course curriculum which provided students with real-world experience in the applied principles of identity and graphics. You will be seeing more of Talon in the Fall term.

(Report on file)

## 6. MONITORING REPORT

### 6.1 Fall 2023 Monitoring Report

C – INFORMATION

Chief Strategy Officer Dr. Steven Simpson opened and greeted the Board. He introduced Kristin Carey Li, Director of College Strategy to provide the initial points of the monitoring report. She noted the positive changes and numbers being up, mentioned that we reached and exceeded our goals. She then reviewed some of the topics such as:

- Enrollment Trends – this is the first semester that community colleges have seen a rebound since the pandemic.
  - Persistency trends – increases here as well, seeing an uptick since the pandemic decreases.
- S. Simpson returned to speak regarding the most recent Noel Levitz student satisfaction survey. He thanked K. Carey Li, and noted that we are bringing in more students, and keeping more students. Part of excelling the trend lines is to hear and understand the student perspective and voices, which much comes from the Noel Levitz survey. The Noel Levitz survey is conducted every two years, followed by assessment of results and determinations of what can be done to improve. The following areas are some that S. Simpson touched on.
- Just over 2000 students responded to the most recent survey - 15.3% responded, which exceeds the 8% recommendation from Noel Levitz. Statistically this is the voice of the students.
  - Number one importance to our students being safety, which is also the area students are most satisfied with.
  - We like to see as many green boxes (positives) as possible, but there are always going to be red flags (negatives) where we can focus to work on.
  - A red flag is the gap between the importance and satisfaction.
  - No scores were received lower than 4, most everything was satisfactory. Now we determine how we can continue to improve these.

- Two areas that have improved are, the schedule, and the school does whatever it can to help me reach my educational goals.
- An area that is a red flag is, the quality of the instruction I am receiving.
- Some of the area we will focus on to continue improvement are continue working with modality of courses and compressed course offerings.
- Fast turnaround response from faculty members – our students want this to be better.
- We need to move toward consistency with grading platforms, so we can increase the data to draw from.
- Continue to focus on care metrics for students – sense of belonging is a huge area for student success. K. Hurns is leveraging the counseling department to work this way.
- Next big body of work - OCC is a place expected to triage life, we don't necessarily have to own those, but we have the avenue to connect students to those areas.
- We have seen a satisfaction increase from Fall 2021 to Fall 2023 – with almost 90% of students find value and satisfaction in the experience here at OCC.
- Summer registration is up, which is great.

Chair Jackson asked for a motion for the Board of Trustees to receive and file the Fall 2023 Monitoring Report. Trustee Bertolini MOVED to receive and file the Fall 2023 Monitoring Report. Trustee Bryant seconded.

AYES: Bryant, Bertolini, Gibson, Jackson

NAYS: None  
(Report on file)

Motion Carried

## 7. ACTION ITEMS

### 7.1 2024-2025 Tuition Rates

**D – ACTION**

Vice Chancellor of Administrative Services T. Kostiuk provided a background for this request, noting that it was incorporated in the five-year budget plan. She highlighted the goals when considering our fees: high quality programs, affordability, modality, community contribution, balanced budget and long-term financial stability. In addition, she provided the ranking of OCC within the state's community college rates, we are at the lowest two for in-district; and out of district, we moved down a bit from previous year. We are remaining competitive and affordable.

Chair Jackson asked for a motion for the Board of Trustees to approve the 2024-2025 Tuition Rates. Trustee Gibson so MOVED, and Trustee Bertolini seconded.

AYES: Bryant, Bertolini, Gibson, Jackson

NAYS: None

Motion Carried

### 7.2 Cancellation of Regularly Scheduled March Meeting

**E – ACTION**

Chair Jackson asked for a motion for the Board of Trustees to approve the cancellation of the regularly scheduled March meeting, Trustee Gibson so MOVED, and Trustee Bertolini seconded.

AYES: Bryant, Bertolini, Gibson, Jackson

NAYS: None

Motion Carried

## 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.

As there was no separate discussion called for Information Items 8.1 through 8.5 on the Consent Calendar, Chair Jackson asked for a motion to receive and file these reports. Trustee Bertolini so MOVED, and Trustee Gibson seconded.

AYES: Bryant, Bertolini, Gibson, Jackson

NAYS: None  
(Reports on file)

Motion Carried

8.1 Finance Quarterly Report	E – INFORMATION
8.2 College Facilities Quarterly Report	F – INFORMATION
8.3 Information Technology Quarterly Report	G – INFORMATION
8.4 OCC Foundation Quarterly Report	H – INFORMATION
8.5 Strategic Plan Update	I – INFORMATION

### END OF CONSENT CALENDAR – INFORMATION ITEMS

8.6 Community Review Update

J - INFORMATION

Chair Jackson asked for a motion for the Board of Trustees to receive and file the Community Review Update. Trustee Bryant MOVED to receive and file the Fall 2023 Monitoring Report. Trustee Gibson seconded.

AYES: Bryant, Bertolini, Gibson, Jackson

NAYS: None  
(Report on file)

Motion Carried

## 9. BOARD COMMENTS

Chair Jackson asked for a moment of silence for the passing of Lawrence Gage, retired Counseling faculty member at the Orchard Ridge Campus.

Congratulations to David Ceci, Director of Law Enforcement Training on the WDIV story this week.

Chair Jackson noted has been truly enjoying playing with the OCC Symphony. She encourages everyone to attend a performance.

**10. ADJOURNMENT**

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


AYES: Bryant, Bertolini, Gibson, Jackson

NAYS: None


Motion Carried

The meeting adjourned at 7:05 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.