



OAKLAND COMMUNITY COLLEGE®

Excellence *Empowered.*®

**BOARD OF TRUSTEES  
REGULAR MEETING MINUTES – VIA ZOOM**

**November 16, 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  
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:

Pamala M. Davis, Vice Chair

**3. APPROVAL OF AGENDA**

Trustee Anderson MOVED to approve the agenda, and Trustee Jackson seconded.

ROLL CALL VOTE:

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

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

NAYS: None

Motion Carried

The Board went into closed session at 6:05 p.m.

The Board returned to open session at 6:07 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 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 4.3. Trustee Anderson so MOVED, and Trustee Bryant seconded.

ROLL CALL VOTE:

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

NAYS: None

Motion Carried

- |   |                   |
|---|-------------------|
| 4.1. October 19, 2020 Regular Board Meeting Minutes | A – <b>ACTION</b> |
| 4.2. October 19, 2020 Closed Session Minutes A      | B – <b>ACTION</b> |
| 4.3. October 19, 2020 Closed Session Minutes B      | C – <b>ACTION</b> |

#### 5. COMMUNICATIONS

##### 5.1. Community Comments

Faculty members Mary Ston, Nahrein Atkinson, and Susan Snyder addressed the pay of the nursing and dental hygiene faculties. Ms. Ston expressed her disappointment in the lack of progress made during negotiations to focus on this matter. Ms. Atkinson and Ms. Snyder expressed the faculty putting their health at risk to continue teaching and want to be paid for the extra hours they work.

##### 5.2. Student Government Comments

Highland Lakes Associate Dean of Student Services Lisa Skowronski introduced the Student Government Representative Joey Sheremet. Mr. Sheremet, who is OCC’s Student Government President, provided a presentation to the Board on Student Government and Student Life at OCC.

##### 5.3. Academic Report

###### 5.3.1. Academic Senate Update

As Academic Senate Chair John Mitchell had class this evening, Senate Vice Chair Valerie Emanoil presented the Senate update report. Some of the items discussed included:

- Ongoing work on the formation of a new Ad Hoc Committee to address the development of Testing Centers at OCC
- The Distance Learning Committee created a new set of clear course definitions intended to assist students in navigating their registration choices
- SOAC and CRC, two Senate standing committees, organized a successful Assessment Day held on November 6

- The Senate continues ongoing work on crucial curricular and academic policy issues
- Senate Leadership will be holding a mid-year retreat on December 11 to address the development of an updated Senate Constitution and Senate policies and procedures for course syllabi

### 5.3.2. Provost Update

Provost Jennifer Berne reported that this summer nearly all our full-time faculty and a good portion of our part-time faculty engaged in a remote ready course. This course was designed to assist faculty in understanding best practices in remote teaching and learning. In response to a request for a new class of faculty to do a more extensive course in developing online courses, nearly 40 faculty expressed interest. This class, when added to the approximately 70 who already have this skills from prior classes, will create nearly half of our faculty with strong skills in fully online, asynchronous instruction. This not only will allow us for greater flexibility around our online offerings, but it also is very clear that this kind of training also enhances skills in face-to-face and remote instruction. We are now partnering with the Senate committee on Distance Learning to move our fully online programs forward to continue to offer faculty a wide array of support and to lead us in establishing reasonable definitions for our modalities. This will enable our students to make informed choices about what classes they take and how it works for their unique needs and learning styles. We have begun a pilot of proctoring software intended to secure testing in disciplines where this is of concern and for students with accommodation needs; we are working with CARES Act money to make available tablet technology for faculty with needs; and we continue to offer advanced digital design services and the services of instructional designers and instructional technologists. Dr. Berne reminded the Board that OCC remains the top transfer institution in the State of Michigan.

### 5.3.3. Chief Strategy Officer Update

Chief Strategy Officer Steve Simpson discussed Summer and Fall 2020 enrollment insights. The Summer 2020 report was presented to the Board at their October 19 meeting, and the Fall 2020 results will be completed by February of 2021.

Topics addressed for Summer 2020 included:

- Admission
- Student Summary
- Student Demographics
- Student Enrollment
- Institutional Scholarships

Fall 2020 will cover the same topics in February.

Dr. Simpson also provided an update on OCC CARES:

- Over 3,000 students have received over 3.4 million in funding so far
- 2,100 laptops were distributed to eligible students in Fall 2020 with 1,400 laptops available to Winter 2021 students
- OCC announced plans early for Fall course delivery enabling students, faculty, and staff greater clarity and time to plan
- Our Student Success Fund helps students with emergency financial needs

In conclusion, Dr. Simpson provided insights and future direction:

- Fall 2020 student surveys and focus groups will provide up-to-date insights into student needs
- 1,100+ OCC Futures for Frontliners applications help fund community college tuition for eligible essential workers without degrees
- Provide opportunities for 4-year guest students

- Growth of access and flexibility for adult learners via online and remote course options
- Continue to advance Oakland 80 and Michigan Sixty by 30 through robust strategic initiatives

Asked by Trustee Jackson, Dr. Simpson confirmed the laptops given to students were theirs to keep.

Trustee Anderson questioned whether the jump in credit hours could be related to the laptop distribution and the minimum number of credit hours a student had to take in order to qualify for a laptop. She also inquired if the decline in adult enrollment may be due to the technology involved to take online classes. Dr. Simpson did not have definitive answers to the two questions, but believes it is due to a mixture of factors. He will look into the data further.

#### 5.4. Chancellor's Comments

Mr. Provenzano commented on the following:

- Two new employees were recognized:
  - Adrian Bochenek, Assistant Systems Administrator
  - Marc Thomas, Dean of Teaching Excellence
- The work on our new Science and Technology Building at the Auburn Hills Campus is progressing ahead of schedule. Board members, representatives of the construction committee, employees, and students, along with our construction partners, signed the huge crossbeam.
- We have received additional CARES funding allowing us to offer up to 1,400 laptops to give away to students who are taking 12 or more credits this Winter semester
- OCC in the Media
  - Our Culinary Studies Institute received great coverage in several local papers regarding the "OCC to Go" lunch service
  - The Chancellor was interviewed by *Bridge Magazine* for a story on enrollment and the impact of COVID
  - The Chancellor also participated in a City of Royal Oak video promoting their new civic foundation. Graphic Design student Ethan Martin created the foundation's new logo under the leadership of faculty member Peter Schade.
- Faculty and Staff Excellence:
  - Associate General Counsel Beth Rae accepted a request by the Director of the Southfield DDA to fill a vacancy on its Board
  - Vice Chancellor for Advancement Dan Jenuwine presented "The Ethics of the 'Poster Child'" at the Troy Chamber Nonprofit Management Conference held on November 10. He also provided a College update to the Farmington Rotary Club at their November 12 meeting.
  - Nursing faculty members Sue Snyder and Nina Barkell had their manuscript entitled, "Just Culture in Healthcare: An Integrative Review" accepted for publication in *Nursing Forum*
  - Oakland Early College recently won the 2020 College Success Award from GreatSchools.org, being one of 2,158 public high schools eligible for the honor
  - Congratulations were extended to Head of School Jennifer Newman on her upcoming retirement from Oakland Early College
  - OCC is one of only two Michigan schools to pilot the new NC3 MRW Work Ethic Certification
  - OCC won the National Council for Marketing & Public Relations Silver Medallion award for our Popular Annual Financial Report
- Student Success Fund Matching Gift Challenge is underway and funds will be matched dollar to dollar through the end of this year thanks to many of our generous donors
- November and December Virtual Events for Employees, Students, and the Community
  - Middle School Empowerment Experience – November 20
  - Student Music Showcase – December 2

(Report on file)

**6. MONITORING REPORT** – no report

**7. ACTION ITEMS** – no items

**8. INFORMATION ITEMS**

**CONSENT CALENDAR – INFORMATION ITEMS**

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

ROLL CALL VOTE:

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

NAYS: None

Motion Carried

8.1. Finance Quarterly Report

**D - INFORMATION**

8.2. College Facilities Quarterly Report

**E - INFORMATION**

8.3. Information Technology Quarterly Report

**F - INFORMATION**

8.4. OCC Foundation Quarterly Report

**G - INFORMATION**

8.5. Strategic Plan Update

**H - INFORMATION**

(Reports on file)

**END OF CONSENT CALENDAR – INFORMATION ITEMS**

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 Meyer v. Oakland Community College, et al, (Case No. 2018-164535-CB pending in the Oakland County Circuit Court), 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 Jackson seconded.

ROLL CALL VOTE:

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

NAYS: None

Motion Carried

The Board went into closed session at 7:07 p.m.

The Board returned to open session at 7:54 p.m.

Trustee Anderson MOVED to authorize Chair McCulloch to make an offer of judgment in the Meyer1 case. Trustee Bryant seconded.

ROLL CALL VOTE:

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

NAYS: None

Motion Carried

## 9. BOARD COMMENTS

The trustees thanked Chair McCulloch for his years of service and leadership on the Board. They also welcomed new trustee Susan Gibson, who will begin her term in January 2021.

Trustee Jackson thanked our student representative Joey Sheremet, as well as the faculty members who made public comments this evening. She also noted she receives emails from the MCCA, which she will forward to all trustees in the future.

## 10. ADJOURNMENT

There being no further business, Chair McCulloch adjourned the meeting at 7:58 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.