



OAKLAND COMMUNITY COLLEGE®

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

**January 12, 2021**

**Oakland Community College  
2480 Opdyke Road  
Bloomfield Hills, Michigan**

**1. CALL TO ORDER**

Chair Jackson called the meeting to order at 6:33 p.m. The Chair announced the election of officers that took place at the Board's Special Meeting held just prior to this meeting. The new slate of officers is:

Pamela Jackson, Chair  
Kathleen Bertolini, Vice Chair  
Susan Gibson, Secretary  
Susan Anderson, Treasurer

**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  
Pamala M. Davis, Trustee – attended remotely from Royal Oak, Oakland County, Michigan (muted)

Absent:

Christine M. O'Sullivan, Trustee

**3. APPROVAL OF AGENDA**

Chair Jackson requested a motion to approve the agenda. Trustee Anderson so MOVED, and Trustee Bryant seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Davis, 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 Anderson so MOVED, and Trustee Bertolini seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Davis, Gibson, Jackson

NAYS: None

Motion Carried

The Board went into closed session at 6:38 p.m.

The Board returned to open session at 6:43 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 Davis so MOVED, and Trustee Bryant seconded.

ROLL CALL VOTE:

AYES: Anderson, Bertolini, Bryant, Davis, Gibson, Jackson

NAYS: None

Motion Carried

4.1. December 15, 2020 Regular Board Meeting Minutes

A – **ACTION**

4.2 December 15, 2020 Closed Session Minutes A

B – **ACTION**

4.3 December 15, 2020 Closed Session Minutes B

C – **ACTION**

**5. COMMUNICATIONS**

5.1. Community Comments

Dental Hygiene faculty member and first year clinical coordinator Jennifer Shelbourne addressed the Board regarding the Dental Hygiene Program, which is located at the Highland Lakes Campus. The program provides the community with such things as cleanings, x-rays, sealants, bite guards, and whitening trays. In 2019, the clinic served approximately 1,482 patients. Things slowed down during COVID, but Ms. Shelbourne noted during that time the clinic was updated to meet COVID guidelines. She concluded that the Dental Hygiene Program has a very dedicated staff and faculty.

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:

- Senate meetings will begin this week

- A major focus will be on Teaching and Learning. Through the work of this committee, the senate will be at the forefront of professional development and a culture of best practices that prioritize our students.
- Senate will begin revising and expanding the Outstanding Student Recognition Award Process
- A major issue to be addressed this semester is Syllabus reform to foster a seamless transfer process and to serve students through best practices and clear communication

Senate Chair Mitchell welcomed our new trustee and congratulated the newly elected Board officers.

#### 5.3.2. Provost Update

Dr. Berne reported that the faculty and students began the winter semester yesterday. In our third full “mostly-remote” semester, we have learned a lot about what does and does not work for students. We know that remote courses function optimally when priority is placed upon consistent communications. To that end, the faculty are posting announcements, meeting with students synchronously and engaging in virtual office hours.

Students who may have once had technology needs are benefitting from College- issued laptops, funded by CARES Act dollars, Loaner hot spots distributed through our libraries, and designated “bring your own device” spaces where students with hardware, but without reliable access to internet, can use the College’s strong signal.

Our accrediting body (Higher Learning Commission) and the federal government expect all course materials to be ADA compliant and accessible to all learners. Our ACCESS offices and the Academic Technology Group Staff are supporting faculty as they work to comply with these guidelines.

Congratulations to the 20+ faculty who completed ATG’s online development course and best wishes to the 20 or so who are beginning on February 8. The expertise of our faculty has grown exponentially in just 9 months and we will certainly return to our F2F classrooms, once safe, with new skills and strategies.

Dr. Berne thanked all the faculty staff from ATG, ACCESS the Teaching and Learning Center who hosted an adjunct faculty orientation and has renewed our commitment to providing resources and support for this crucial employee group.

Trustee Anderson asked if this is a new training for adjunct faculty and how frequently the training is provided. Dr. Berne replied this is a new orientation and will continue to be offered every January and August.

#### 5.4. Chancellor’s Comments

Mr. Provenzano commented on the following:

- Two new employees were recognized:
  - Halie Black, Grant Manager
  - Jessica McHugh, Custodian
- The following retirees were recognized for their years of service
  - Linda Arendt, Business Office Specialist, 34 years
  - Karen Bathanti, Vice Chancellor for Human Resources, 2 years
  - Ann Kresowski, Library Technician, 41 years
  - Mary Kay Lawless, Counselor, 34 years
- College of Choice:
  - Due to the additional CARES funding, to date we have received 1,243 applications for the Winter semester laptop program

- Last month the popular Guy Gordon Show on WJR featured me, as well as Dean of Public Services and CREST David Ceci and Dean of EMIT Jolene Chapman
- OCC adjunct Chef Lois Hennessey, who teaches cake decorating, was quoted in the *Observer-Eccentric* for a story on the Christmas craze of hot cocoa bombs
- Faculty and Staff Excellence:
  - Psychology faculty member Todd Symington earned his doctoral degree in December from Oakland University
  - This past December, College Events Coordinator Ken Faulk was awarded his specialist in art degree in educational leadership from Eastern Michigan University
- January Virtual Events for Employees, Students, and the Community
  - MLK Week sponsored by OCC's Diversity, Equity and Inclusion Committee – January 11-15
  - Health & Human Services Panel Discussion on Diversity – January 12
  - Permission to Wonder: Visual Thinking Strategies – January 13

#### 5.5. Clery Act and Security Report

Chief of Public Safety Paul Matynka presented OCC's 2020 Department of Public Safety Annual Security Report, which is provided annually to all employees, students, and the community. One violent act crime was reported, with some minor incidences occurring at a couple of the campuses.

Chief Matynka introduced two new programs: "Stop the Bleed" and "OCC's Safe Phone App." Public Safety was in the process of offering training for The Stop the Bleed program when COVID hit. This program addresses recommendations on how to improve the rate of survival for people with severe bleeding. Continued training will occur once staff and students return to campus. The OCC Safe App will address OCC's emergency response plans and will be available to download for free at the APP store within the next few days. He apprised everyone as to all the information that will be available on this app.

Trustee Bryant inquired if there is a time when students who are registering can be made aware of this app. Chief Matynka stated he can see how this can be done. He is also working with the Marketing Department on getting the word out to current students and employees.

Trustee Bertolini MOVED to receive and file the report, and Trustee Bryant seconded.

AYES: Anderson, Bertolini, Bryant, Davis, Gibson, Jackson

NAYS: None  
(Report on file)

Motion Carried

#### 6. MONITORING REPORT – no report

#### 7. ACTION ITEMS – no items

#### 8. INFORMATION ITEMS - no items

#### 9. BOARD COMMENTS

Trustee Bryant thanked the OCC culinary chefs for the delicious holiday gift baskets they received. The other trustees echoed her sentiments.

Chair Jackson made the following comments:

- Thanked Jennifer Shelbourne for her update on the Dental Hygiene Program
- Reported she attended today's MLK panel discussion

- Welcomed Susan Gibson to the Board, as well as congratulated all of the new officers
- Thanked the faculty for all the online training they are doing during these existing conditions

## 10. ADJOURNMENT

There being no further business, Chair Jackson adjourned the meeting at 7:12 p.m.

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Cherie A. Foster

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Date

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Pamela S. Jackson, Chair

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Susan Gibson, Secretary