



**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

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