



**BOARD OF TRUSTEES  
REGULAR MEETING MINUTES**

**June 21, 2022**

**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  
Susan E. Anderson, Treasurer  
Susan Gibson, Secretary  
Shirley J. Bryant, Trustee  
Pamala M. Davis, Trustee

Absent:

Christine M. O'Sullivan, Trustee

**3. APPROVAL OF AGENDA**

Chair Jackson asked if the trustees had any items to add or remove from the agenda. There being none, Chair Jackson noted she would like to add action item number 7.2 Oakland Community College and International Union of Operating Engineers Local No. 324, AFL-CIO Bargaining Unit Labor Agreement for 2022-2025. She asked for a motion to approve amending the agenda to add this action item, which will be addressed after the Closed Session. Trustee Bertolini MOVED to approve amending the agenda to add this item, and Trustee Gibson seconded.

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

NAYS: None

Motion Carried

**4. APPROVAL OF MINUTES**

4.1. May 17, 2022 Regular Meeting Minutes

A – ACTION

Trustee Bryant MOVED to approve the May 17, 2022 Regular Board Meeting Minutes. Trustee Gibson seconded.

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

NAYS: None

Motion Carried

#### 4.2 May 17, 2022 Closed Session Meeting Minutes

**B – ACTION**

Trustee Bertolini MOVED to approve the May 17, 2022 Closed Session Meeting Minutes. Trustee Gibson seconded.

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

NAYS: None

Motion Carried

### 5. COMMUNICATIONS

5.1. Community Comments – none

5.2. Student Government Report – no report

5.3. Academic Report

5.3.1. Academic Senate Update

Academic Senate Chair John Mitchell provided the Senate update report.

Senate work undertaken and completed this fiscal year:

- Regular DEIJ updates added to Senate Meetings
- Revision of the N Mark Policy
- Revision of the Scientific Literacy General Education Rubric
- Development of Institutional Outcomes for Assessment (highest level of Outcomes)
- Assurance of adequate technical support on campuses
- Better communications between Maintenance/Facilities Departments and Campus and College Senates
- Regular enrollment updates added to Senate meetings
- Curriculum Review Guidelines for incomplete reports
- Distance Learning: Recommended Checklist of Best Practices for Online Courses
- Distance Learning: Online Program Recommendation Form + Instructions
- Development of the New Assessment Mentor Positions (to replace the Student Learning Coordinator/ARTIS data entry positions)
- D2L Course Sites to be automatically created for all sections every semester
- Completion of an Academic Standards Handbook for the generation and revision of academic policies
- Revision of the College Policy for class attendance and religious observance conflicts
- Revision of the Assessment Guidelines to prepare for a new system of learning assessment next year

Senate work undertaken and still ongoing (to be completed in 2022-2023):

- Revision of the Senate Constitution
- Reformation of the College Syllabus system (to include syllabus software and public-accessible syllabi to enhance transferability)
- Development of practical and reasonable proctoring options for online courses to better contain cheating
- Revision of the Academic honesty policy to better reflect current issues in cheating and plagiarism and a more effective means of tracking repeat offenders
- Revision of our Course Modality definitions – Face to Face, Online (synchronous and asynchronous), Hybrid, and Hyflex courses

### 5.3.2. Provost Update

As Provost Jennifer Berne was unable to attend the Board meeting, Associate Provosts Jolene Chapman and Joe Petrosky presented.

Ms. Chapman reported that we have gone through a large number of program reviews with Institutional Effectiveness, our curriculum team, faculty and deans. In these reviews, we discussed the data analysis done by the faculty and how this will inform course and program improvement for the years to come. Each program/discipline goes through this every five years.

Each dean meets with IE and representatives from academic leadership to review the yearly status of their programs, paying special attention to the action items derived from the above. We collaboratively rank programs based on metrics that include student completion. Five programs were identified as exemplary this year (blue programs), and we are in the process of alerting those faculty and program coordinators and congratulating them. Thank you to Rachel Lathrop, Dawn Perkowski, Janet Peart (from CRC), and the deans and faculty for a useful process of continuous improvement.

We are in the midst of “hiring season,” noting that we are replacing retired faculty in high volume programs. We are also in the midst of two dean searches.

Ms. Chapman acknowledged that over 30 outstanding students were recognized with a letter that excerpted the faculty nomination and a small gift of our appreciation. Though we regret not having an in-person ceremony, we understand that students were very grateful to hear directly (in writing) from the faculty who recognized them. Thanks to the outstanding student committee!

Mr. Petrosky added in addition to the large OCC commencement, we have recently honored nursing students, dental hygiene students, respiratory therapy students, police officers, and fire fighters in individual, smaller ceremonies.

Since the last Board meeting in May, we have started and/or completed short-term training cohorts in: CNC Machining, Sterile Processing, PLC and Robotics, Pre-Apprenticeship, Logistics Technician and our inaugural CNA cohort program (Certified Nursing Aid aka Certified Nursing Assistant).

We are currently recruiting for the future/next cohorts of all these programs, as well as the planning inaugural pilot cohort for a Computer Security Technician program that will begin in July.

During the week of June 6<sup>th</sup>, at the invitation of Fanuc America, whose headquarters is near our Auburn Hills Campus, we had an OCC booth (paid for by Fanuc) in the ‘Educational Pavilion’ at the Automate Show in Detroit. This trade conference bills itself as the largest and most inspiring showcase of automation in North America. As a Fanuc educational partner, we joined several other select colleges and universities from across the United States in showcasing our automation-related programs. Kudos to the EMIT and EWD team for putting this together.

### 5.4. Chancellor’s Comments

Chancellor Provenzano commented on the following:

- Welcomed the following new employees:
  - Barbie Baldwin, Secretary
  - Kelly Thalmann, Marketing and Communications Specialist
- The following retirees were recognized for their years of service:
  - Carol Benson, Librarian - 25 years
  - Nancy Shockley, History Faculty - 13 years
  - Alice “Ann” Walaskay, Librarian - 31 years

- Also acknowledged was Vice Chancellor for Student Services Lori Przymusinski who retired on June 3 with 21 years of service. We hope to congratulate her in person at our next regular Board meeting.
- Employer of Choice – Outstanding People
  - Faculty Librarian Ann Walaskay was recognized for 19 years of service to Michigan Research Help Now Collaborative
  - Computer Information Systems Faculty member Judy Matteson earned a Doctorate in Community College Leadership
  - English Faculty & Academic Literacy Coordinator Sharon Cicilian earned an Educational Specialist in Leadership degree
  - Dr. Lynn Cherry will serve as Interim Dean of Nursing and Health Professions
  - Faculty members Johnna Balk, Shannon Flynn, Julie Seiler, and Dawn Young were honored as OCC’s 2022 Graduates of the Galileo Institute for Teacher Leadership
- College of Choice – Outstanding Programs
  - OCC returned to live Commencement Ceremonies on May 21 and honored nearly 1,600 graduates
  - The 2022 Class of Oakland Early College graduated 38 students
- College of Choice - Student Success
  - Nearly 100 students participated in the Third Annual OCC Libraries Outstanding Research Paper Competition, with competition winners being awarded cash prizes funded by the OCC Foundation
- College of Choice – Events
  - Hats off to the 70 Commencement Ceremony volunteers  
(Report on file)

## 6. MONITORING REPORT

### 6.1 Winter 2022 Monitoring Report

### C - INFORMATION

Chief Strategy Officer Dr. Steve Simpson addressed OCC’s Winter 2022 Monitoring Report. Some of the topics discussed included:

- Optimized Strategic Process - Maximize Resources and Impact - Board Ends
  - Accreditation
  - Career/Technical
  - College Ready
  - Transfer
  - Workforce
  - Continuing Ed
  - Student Services
  - Diversity, Equity, Inclusion
- Optimized Strategic Process – Maximize Resources and Impact
  - Operational Excellence – Student-Ready College, Educational Excellence, Continuous Improvement
  - People First – Data Engagement and Collaborative Culture
  - Better Together – Diversity, Equity and Inclusion
- KPIs and Enrollment
- Course Success
- Fall to Winter Retention
- Corequisite Impact in English and Math
- OCC Online Degrees and Certificates

- Balancing Course Modality
  - Increasing demand for online sections
  - Greatest gain in average enrolled credits among students taking both on-ground and online courses simultaneously
  - Find balance of modalities to meet needs of various student populations and progression toward academic goal

Dr. Simpson concluded that meetings are taking place on a regular basis with faculty, senate, deans, and administration discussing enrollment, scheduling, and course offerings.

Trustee Bryant MOVED to receive and file the report. Trustee Gibson seconded.

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

NAYS: None  
(Report on file)

Motion Carried

## 7. ACTION ITEMS

### 7.1. Board of Trustees MCCA Representative and Alternate

D – ACTION

Trustee Bertolini MOVED the Board of Trustees re-elect Susan Gibson as representative to the MCCA Board of Directors and that Pamala Davis be elected as alternate representative to the MCCA Board of Directors for a term beginning July 15, 2022 and ending July 14, 2023. Trustee Bryant seconded.

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

NAYS: None

Motion Carried

## 8. INFORMATION ITEMS - none

Chair Jackson asked for a motion to move into closed session, pursuant to MCL 15.268(c), to receive an update on labor negotiations. Trustee Bertolini so MOVED, and Trustee Gibson seconded.

ROLL CALL VOTE:

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

NAYS: None

Motion Carried

The Board went into closed session at 6:51 p.m.

The Board returned to open session at 7:08 p.m.

### 7.2 Oakland Community College and International Union of Operating Engineers Local No. 324, AFL-CIO Bargaining Unit Labor Agreement for 2022-2025

E - ACTION

Trustee Davis MOVED the Board of Trustees approve the collective bargaining agreement with the International Union of Operating Engineers Local No. 324 covering the period of July 1, 2022 through June 30, 2025. Trustee Gibson seconded.

A roll call vote was taken:

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

NAYS: None

Motion Carried

## 9. BOARD COMMENTS

Chair Jackson reminded everyone that there is still time to donate to the Garden Party through June 30. Dr. Jackson also mentioned that she and other MCCA Board Chairs recently met at Kellogg Community College. The discussion focused on president/CEO evaluations, Board evaluations, and policies regarding replacement of Board members.

## 10. ADJOURNMENT

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

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

NAYS: None

Motion Carried

The meeting adjourned at 7:15 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

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