

Mid Michigan College Board of Trustees Meeting

August 6, 2024 - 7:00 pm
Community Room Mt Pleasant Campus

Board Present: Jane Zdrojewski, Board Chair; Michael Jankoviak, Vice Chair; Richard S. Allen Jr., Secretary; Thomas W. Metzger, Treasurer; George Gilmore, Trustee; Lois Pittsley, Trustee

Board Absent: Nate Weisenburger, Trustee

Agenda Item I: CALL TO ORDER

Board Chair Jane Zdrojewski called the meeting to order at 7:02 PM.

Agenda Item II: APPROVAL OF AGENDA

Motion by Trustee Gilmore with support by Trustee Metzger to approve the agenda as reflected in the board packet. Voice vote showed all ayes from Trustees; motion carried.

Agenda Item III: PUBLIC COMMENT

Board Chair Zdrojewski called for public comment to which MMC Faculty Senate President Diane Miller stated she wished to thank the board on behalf of the college staff for their continuous support.

Agenda Item V-A: FALL ENROLLMENT REPORT

Provost Mertes provided an overview of enrollment at the college for the upcoming fall semester. Overall enrollment is up slightly with much activity yet to take place. Retention also shows improvement, while transfer student enrollment is steady. Student reminders to pay bills for fall 2024 semester go out soon and enrollment numbers should stabilize. Trustee Jankoviak asked why there is an increase in enrollment on the Harrison Campus to which Provost Mertes replied it is most likely in the CTE (career tech) area. Trustee Gilmore shared that it would be appreciated if the FASFA (Financial Aid) process could be more streamlined. Mertes responded that he will bring that concern up with appropriate department heads and see what can be determined. More to come.

Agenda Item VI-B: FINANCIAL HIGHLIGHTS GENERAL & WORKFORCE DEVELOPMENT FUNDS (Preliminary)

Vice President of Finance and Administration Lillian Frick informed trustees that the college audit will be finalized soon. Updated information will be presented to the Board at the September 3, 2024 Regular Meeting.

Item VI-C: CONTRACTS ENTERED & LARGE PURCHASE COMMITMENTS

Most of the community colleges in the State of Michigan have reported fall enrollment to date and MMC is in the Group with conservative increases thus far. The college has served an impressive 1,412 individuals in customized service this year. These numbers reflect an all-time increase in the area for the revenue generated. Ms. Frick also offered kudos to Annette Sturdavant for her dedication to Mid's Lifelong Learning program which had a very successful year as will be reflected in the annual audit.

The Board Chair requested that a discussion take place at a future meeting regarding setting a cap on professional services paid to individuals due to the lack of such at this time. President Hood and Vice President Frick will meet with the Board Chair to discuss parameters on this subject with a report to come at a later date.

Agenda Item VI-D: MCCRMA 2024-25 CONTRIBUTION SCHEDULE

Vice President Frick informed trustees at 20 of Michigan's 28 community colleges contract with Michigan Municipal Risk Management Authority for the purpose of reducing and avoiding insurance and legal claims. Ms. Frick stated that she feels MMRMA is a great source for assisting in keeping costs manageable and appraising physical assets. This past year showed a dramatic increase in this area. An emergency reserve fund is recommended in case of catastrophic emergency situations and is bound by the Community College Act. This is an informational item at this time.

Item VI-E: DIGITAL ADVERTISING BLANKET PURCHASE ORDER REQUEST

Director Keen Recommended the Board approve the purchase of digital advertising from Stamats as reflected in the board packet. Ms. Keen was accompanied by Mr Cory Kozad who provided an overview of the Stamats proposal which has been determined to be the best fit for Mid. Some traditional and non-traditional methods will be used. Total cost of \$196,000 for this purchase is in the budget and is supported by Vice President Frick.

A motion for approval was brought forth by Trustee Pittsley with second by Trustee Jankoviak. Voice count of All Ayes by Trustees. Motion carried.

Item VI-F: REGEN BLANKET PURCHASE ORDER REQUEST

Provost Mertes requested the Board approve \$225,540 for continuing to offer CDL A & B truck driving licensure through the college. This has been the most profitable workforce development program offered by Mid. A motion was provided by Trustee Jankoviak with support by Trustee Metzger to approve the blanket purchase order for Regen as presented. Voice vote of All Ayes by trustees. Motion carried.

A follow-up report will be presented this fall to the Board of Trustees.

Item VI-G: 2024-2029 FACULTY SENATE AGREEMENT

Associate Vice President Human Resources Lori Fassett shared with the Board of Trustees that the MMC Faculty Senate has voted to ratify the contract for 2024-2029. Ms. Fassett felt negotiations went very well this year. Faculty Senate President Diane Miller stated she felt it was a very educational process. Trustee Jankoviak shared that he felt with his many years of experience in negotiations that this year's process went very well.

A motion was offered by Trustee Jankoviak to approve the 2024-2029 Faculty Senate Agreement as presented. Support by Trustee Pittsley – voice vote of All Ayes – motion carried. The Board Chair thanked everyone who worked diligently on this effort.

Item VI-H: ADMINISTRATIVE RETIREMENT INCENTIVE POLICY

Human Resources Assistant Director Fassett provided an overview of a recommended extension on retirement incentive for Tammy Alvaro, Director of Student Life and Veteran Resources. Ms. Alvaro, who has always had a passion for the college's Phi Theta Kappa high honors society program, has requested an extension on the policy so that she can attend the Annual PTK Conference in May 2025. It is requested the board approve the request – not to exceed 180 days.

A motion was presented by Trustee Jankoviak with support by Trustee Metzger to approve this item as presented. Voice vote of all ayes – motion carried.

VI-I: MCCA MEMBERSHIP RENEWAL

Board Chair Jane Zdrojewski informed members of the Board that a total of \$32,500 has been paid for membership to Fiscal Year 25 Michigan Community College Association (MCCA). This is an informational item.

Item VI-J: CLOSED SESSION – REAL ESTATE DISCUSSION (Section 8(1)(d))

The Board Chair informed guests that the Board would be moving into closed session and requested Vice President Frick and Provost Mertes to remain to participate. No action following the closed session is expected and nothing of great significance remains on the agenda afterward.

A motion was brought forth by Trustee Gilmore to move into closed session to discuss Real Estate at 7:54 p.m. Support from Trustee Allen. Voice Vote showed All Ayes-motion carried.

The Board returned to regular session at 8:15 p.m.

Trustee Pittsley presented a motion to authorize the college authorities to negotiate for the purchase of the property located in M. Pleasant at 5920 E. Broadway. Support by Trustee Gilmore. Voice Vote showed all ayes. Motion carried.

Item VI-K: CLOSED SESSION – TO CONSIDER MATERIALS EXEMPT FROM DISCLOSURE UNDER FOIA (Section 8 (1)(h))

A motion was made by Trustee Gilmore and supported by Trustee Gilmore to go into closed session to consider materials exempt from disclosure under FOIA. Support from Trustee Jankoviak. Voice Vote showed all ayes – motion carried.

The Board returned to regular session at 8:41 p.m.

Item VI-L: CLOSED SESSION – PRESIDENTIAL EVALUATION/PERSONNEL MATTER (Section 8(1)(a))

A motion was brought forth by Trustee Gilmore to return to closed session to discuss the President's evaluation and a personnel matter. Support by Trustee

Metzger. Voice vote showed all ayes from Trustees. Motion carried.

The board returned to regular session at 9:26 p.m.

Item VII-A: CALENDAR OF EVENTS

The Board Chair noted that the September 3rd meeting will be at the Harrison Campus.

Item VII-B: BOARD COMMENTS-OTHER BUSINESS

Trustee Allen shared information in an article he recently read concerning the collection of cell phones by an employer whereas phone data search is context driven. The article will be scanned by Ms. Sturdavant and sent to Trustees via email.

Trustee Pittsley shared that she very much enjoyed attending the MCCA conference recently and thanked the College for allowing and supporting attendance.

Trustee Jankoviak shared that at a recent luncheon of college retirees a discussion took place concerning retiree luncheons, volunteerism and support at the Northern Tradition event at Jay's Sporting Goods. President Hood will address further with the Vice Presidents and then place on an upcoming College Cabinet Meeting.

Trustee Allen stated that his grandson who participated in Mid's Dual Enrollment program through Clare High School recently was very pleased to be informed that 13 of his dual enrollment credits have been accepted by the college he will be attending this fall.

The Board Chair adjourned the meeting at 9:36 p.m.

Recording Secretary,

Sherry Kyle, Temporary PT Executive Assistant to the President and Board of Trustees

Richard S. Allen, Jr., Secretary