

Mid Michigan College Board of Trustees Meeting November 5, 2024 – Esther C. Conference Room – Harrison Campus

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

Guests: Matt Miller, Vice President of Student Services & Advancement; Lillian Frick, Vice President Finance & Administration; Lori Fassett, Associate Vice President of Human Resources; Scott Mertes, Provost, Diane Miler, Faculty Senate President; Joe Myers, Director of Physical Plant; James Osborn, Maintenance Manager; Sherry Kyle, Executive Assistant to the President and Board of Trustees

CALL TO ORDER

The Board Chair called the meeting to order at 7:07 p.m.

APPROVAL OF AGENDA

Item II -

The Board Chair noted an edit to the agenda. Item VI-E, *Five-Year Capital Outlay Plan* will require Action vs an Informational item as noted on the agenda sheet. A motion was made by Trustee Weisenburger to approve the change as noted, with support by Trustee Allen. Edit approved.

A motion was made by Trustee Metzger and supported by Trustee Weisenburger to approve the edited agenda.

All ayes – agenda approved.

Item III – Public Comment

There were no comments from the public.

APPROVAL OF CONSENT ITEMS

Item IV - APPROVAL OF CONSENT ITEMS

A motion was made by Trustee Jankoviak, with support by Trustee Allen to approve the consent items as reflected in the board packet.

All ayes – motion carried.

UNFINISHED BUSINESS

Item V-A – Winter Enrollment Report

Vice President Miller reviewed information concerning the latest data on Winter semester enrollment. A discussion took place concerning university centers based at community colleges. The example discussed was Gogebic Community College's state funded program with Northern Michigan University. Programs include Business Administration, Ski Area Business Management, Social Work and ADN to BSN (Associates in Nursing to Bachelors in Nursing). Students in nursing complete their bachelor degree without leaving the Gogebic campus. The plan was approved and funded in fiscal year 2023. A discussion followed centered on Dual Enrollment, which has grown much over the years. Both will be workshop topics at a board meeting soon.

Item V-B – Morey Tech Center Renovation Update

Vice President Frick provided an update on the Morey Tech Center, and will continue to do so each month until its completion. Latest updated cost on the Center is \$3.3 million, made possible by State of Michigan funding, fundraising, and generous donations. A kick-off event for the Center is scheduled for November 19 from 2:30 to 4:00 at the Mt Pleasant location. The Advanced Manufacturing and Skilled Trades Center is very exciting for Mid. Ms. Frick informed trustees that the expanded welding facilities at the Center will be up and running soon to accommodate winter semester students. The college's receiving center at the maintenance facility has quite a lot of equipment in the holding bay that will be installed at the Center. The robotics lab will be very innovative and exciting. All of this is possible with funding from the State of Michigan. A discussion took place regarding In-Kind donations. Provost Mertes provided information on the growing need for non-typical dual enrollment in areas such as welding, automotive and health. Additional grant funding for expansions will be coming soon to assist in accommodating growing enrollment in these areas. The Board Chair thanked everyone for their updates on the Morey Tech Center.

Item V-C – Real Estate Acquisition Adjacent to Mt Pleasant Campus

Vice President Frick reported to the trustees that the recently acquired property adjacent to the Mt Pleasant Campus is moving along smoothly and should be finalized very soon. Regular reports will be provided to the board each month until the project is completed.

Item VI-A: Correspondence and Announcements

President Hood reminded trustees of the *Evening of Gratitude* scheduled to take place tomorrow evening at the Mt Pleasant Campus from 6:00 to 8:00 p.m. It will be a wonderful event to again honor an individual who has supported the college in many ways by presenting the Betty M. Mussell Distinguished Service Award.

Saturday, November 9th is the College's Holiday Celebration at the Comfort Inn in Mt Pleasant. Associate Vice President Fassett informed trustees that the event begins at 5:00 p.m. with dinner at 6:00 p.m. Music and dancing will be provided by Sound Productions and activities include games, a United Way silent auction, Euchre and on-site crafts. President Hood shared with trustees that improvements to existing programs and new offerings are possible through the innovative staff at Mid. Many improvements and innovations are built upon ideas of our own faculty and staff who are continuously bringing forth new ideas for consideration and implementation.

Item VI-B – Harrison Campus Salt Barn

Director of Facilities, Joe Myers reported to the board that a new salt barn is needed at the Harrison Campus. The existing salt barn is in very bad shape and has not been used for storing salt for 2 years. Salt is currently being stored in the campus maintenance building. The location of the old salt barn is in a location that fits nicely into the Master Plan, so if the new barn is approved, it will be dismantled and the new structure built on the same location. The old structure had a capacity of 50 tons of salt and the proposed structure will have a capacity of 100 tons. If approved, it will be in place for use next year. Funds are available from the State of Michigan through a special allocation called ITEMS (Infrastructure, Technology, Equipment, Maintenance and Safety) funding awarded to colleges that did not receive authorization for capital outlay projects in January 2024. A motion to approve the construction of the new salt barn at a total cost of \$59,000-the low bid from Denali Construction & Engineering, Inc. of Mt Pleasant. A motion was made by Trustee Metzger with support by Trustee Weisenburger.

All ayes – motion carried. The Board Chair thanked Mr Meyers and Mr Osborn for their presentation.

Item VI-C – Blanket Purchase Order for Board Gift to Employees

Ms. Kyle informed trustees of the Board given college employees a gift card to Family Fare for many years to supplement the purchase items for holiday meals. The gift card was originally \$15 but increased to \$20 in November 2017. Ms Kyle informed the trustees that the Thanksgiving card was designed in-house by Greg Gunther, Coordinator of Graphic Design. The project was put into action in-house by Mr Gunther and Meghan Keen, Director of Marketing and Public Relations. They had the Thanksgiving Card printed, collected mailing lists from Associate Vice President Fassett, printed the barcoded gift cards and coordinated the mailing of the project. Ms. Kyle gave kudos to Greg and Meghan on the project which involved many steps to see it through. A motion was provided by Trustee Pittsley and supported by Trustee Jankoviak to approve the blanket purchase order for the board gift to employees.

All ayes – motion carried. Ms Kyle thanked the board on behalf of the college employees.

Item VI-D – Event Center Project Proposal

Vice President Miller presented information on the proposed Event Center at the Mt Pleasant Campus to hire Hobbs & Black Architects to prepare a bid package for the project. Total cost to develop the bid package is approximately 6% of the entire project, which is standard procedure for this type of work. Vice President Frick informed trustees that funding for the bid package costs is available in Building & Site. Miller shared that the project was originally projected to cost \$12 million and is now \$13.1 to \$13.5 million, but final cost will be narrowed down as the project proceeds. Ms. Frick reviewed bonding possibilities, stating that the college is in good shape to consider this as an alternative. The Event Center will be approximately 30,000 square feet. The Project Understanding and Scope of Work is outlined thoroughly in the attachment to the item in the board packet. Also included were drawings, maps and associated schematics. Ms. Frick shared with trustees that hiring a construction manager is also desired on this project. More favorable prices are possible with use of a construction manager, as well as other cost savings by using their expertise in the development of the project. Miller informed the board that information on the Event Center has been shared with the campus community over the last one and a half years. Updates will be provided to the board as the project moves forward. A motion to approve the Event Center Project Proposal was made by Trustee Weisenburger and supported by Trustee Metzger.

All ayes – motion carried. The board chair thanked Ms. Frick and Mr. Miller for their presentation.

Item VI-E – Five-Year Capital Outlay Plan

Vice President Miller informed board members that the State of Michigan requires all community colleges to submit a Five-Year Capital Outlay Plan annually. Enclosed in the packet this month is a copy of Mid’s plan for FY 2026 thru FY 2030. Sections in the Plan outline Mission, Core Values and Enduring Goals; Instructional Programming; Staffing and Enrollment; Facility Assessment; and Implementation Plan. It is a living document and will be modified as needed. Miller shared that he often draws information from the plan to use in other presentations and documents. It is recommended the board take action to approve the plan, which is a requirement, to submit to the State of Michigan. A motion was brought forward by Trustee Pittsley to approve the 5 Year Master Plan and support by Trustee Weisenburger.

All ayes; motion carried. Mr Miller thanked the board for their support and approval.

Item VII-A – Calendar of Events

Events reviewed included Mid’s Annual Holiday Celebration on November 9th at the Comfort Inn in Mt Pleasant, the Evening of Gratitude tomorrow night at 6 pm at the Mt Pleasant Campus, Nursing Pinning Ceremony on December 13th at 4:00 p.m. in the Community Room of the Liberal Arts Building, and the November 19th Kick-Off Ceremony for the Morey Tech Center Project beginning at 2:30 p.m.

Item VII-B – Board Comments/Other Business

Trustee Metzger shared that his last official meeting as a member of the Board is December 3rd. Mr Metzger chose to not run again for reelection to the Board after 32 years of service to Mid Michigan College. There were no comments from the other Trustees. Board Chair Zdrojewski shared that new Trustee Karen Moore will attend the December 3rd board meeting. All four trustees elected on the November 5th ballot will be sworn into office by Associate Vice President Fassett, who is a Notary, at the 6:00 p.m. December 3, 2024 Board Workshop portion of the Regular meeting, which begins at 7:00 p.m.

Meeting adjourned at 8:03 by Board Chair Zdrojewski.

Recording Secretary,
Sherry Kyle
Executive Assistant to the President and Board of Trustees

Jane Zdrojewski, Board Chair

Richard S. Allen, Jr., Board Secretary