

**MID MICHIGAN COLLEGE**  
**Board of Trustees Workshop and Regular Meeting**  
**Harrison, MI 48625 and Mt. Pleasant, MI 48858**  
**February 4, 2025**  
**6:00 PM Workshop**  
**7:00 PM Meeting**  
**Esther C. Conference Room, Harrison Campus**

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**Workshop Presentation**

Board Housekeeping items including policy reviews, retreat planning, Board goals, and consideration of earlier start times for board meetings and workshops. An overview of food drives being held in support of the Campus Cupboards.

**Board of Trustees Meeting Agenda**

**APPROVAL OF AGENDA**

**Item II, Approval of Agenda**

Presenter: Board Chair Zdrojewski

Board Consideration: Action

**Item III, Public Comment**

Presenter: Board Chair Zdrojewski

Board Consideration: Information

**APPROVAL OF CONSENT ITEMS**

**Item IV, Approval of Consent Items**

Presenter: Board Chair Zdrojewski

Board Consideration: Action

**UNFINISHED BUSINESS**

**Item V-A: Winter 2025 Enrollment Update**

Presenter: Matt Miller

Board Consideration: Information

**Item V-B: Morey Tech Center Renovation Project Update**

Presenter: Lillian Frick

Board Consideration: Information

**Item V-C: Event Center Update**

Presenter: Matt Miller

Board Consideration: Information

**NEW BUSINESS**

**Item VI-A: Correspondence and Announcements**

Presenter: President Hood

Board Consideration: Information

**Item VI-B: 2025 MCCA Summer Conference Attendance**

Presenter: Board Chair Zdrojewski

Board Consideration: Information

**Item VI-C: Approval of Alcohol on Campus (Board Policy 304.01)**

Presenter: Scott Mertes

Board Consideration: Action

**BOARD COMMENTS**

**Item VII-A: Calendar of Events**

Presenter: Board Chair Zdrojewski

Board Consideration: Information

**UNFINISHED BUSINESS**

**Item V-D: Closed Session - Under OPEN MEETINGS ACT 267 of 1976 Sec.8.(1)(a) to Consider a Personnel Matter with the Consent of an Employee**

Presenter: President Hood

Board Consideration: Information

**Item VII-B: Board Comments- Other Business**

Presenter: Board Chair Zdrojewski

Board Consideration: Information

**Approval of Agenda**

**Item II, Approval of Agenda**

**Presenter: Board Chair Zdrojewski**

**Board Consideration: Action**

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***President's Recommendation:***

Motion to approve the agenda as presented.

Approval of Agenda.

## Approval of Agenda

### Item III, Public Comment

**Presenter: Board Chair Zdrojewski**

**Board Consideration: Information**

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***President's Recommendation:***

None, informational.

The Board will allow public comment at this time.

## Approval of Consent Items

### Item IV, Approval of Consent Items

Presenter: Board Chair Zdrojewski

Board Consideration: Action

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***President's Recommendation:***

Motion to approve the consent items as presented.

- A. Minutes - January 7, 2025, Regular Meeting
- B. Monthly Financial Report:
  - 1. Financial Summary for the periods ending December 31, 2024.
  - 2. General fund balance sheet as of December 31, 2024.
  - 3. General fund statement of revenues and expenses for four months ending December 31, 2024.
  - 4. Gifts and Donations: \$123,433 was received for the Mid Foundation in December 2024.
- C. Monthly Personnel Report.

**Mid Michigan College Board of Trustees Meeting  
January 7, 2025  
Esther C. Conference Room-Harrison Campus**

Present: Jane Zdrojewski, Board Chair; Dr. Michael Jankoviak, Vice Chair; Richard S. Allen, Jr., Secretary; Dr. Karen Moore, Treasurer

Absent: George Gilmore, Trustee; Nate Weisenburger, Trustee; Lois Pittsley, Trustee

Guests: Timothy Hood, President; Dr. Scott Mertes, Provost; Lillian K. Frick, Vice President of Finance and Administration; Dr. Matthew Miller, Vice President of Student Services & Advancement; Lori Fassett, Associate Vice President of Human Resources; Diane Miller, Faculty Senate President; Sherry L. Kyle, Executive Assistant to the President & Board of Trustees; Kirk Lehr, Director of Information Technology; Thomas W. Metzger, Former Mid Trustee

The meeting was called to order by Jane Zdrojewski at 7:01 p.m.

Because this meeting is an organizational meeting and Trustees are nominated and elected to office, President Hood facilitated until a Board Chair was elected. He welcomed newly elected Trustee Dr. Karen Moore and acknowledged retired Trustee Mr. Tom Metzger who was present for the meeting. President Hood called for nominations to the office of Board Chair of Mid Michigan College.

Trustee Michael Jankoviak nominated Trustee Jane Zdrojewski as Board Chair. Trustee Zdrojewski accepted the nomination. Dr. Moore supported the nominated. Roll call vote showed yeas from Trustees Allen, Zdrojewski, Jankoviak and Moore. Nays - none. Motion carried.

Trustee Zdrojewski took over facilitation of the meeting as Board Chair and thanked President Hood for his assistance.

Nominations for the position of Vice Chair were requested. The Board Chair nominated Dr. Jankoviak as Vice Chair. Trustee Jankoviak accepted the nomination. Support from Trustee Moore. Roll call vote showed yeas from Trustees Allen, Zdrojewski, Jankoviak and Moore. Nays - none. Motion carried.

The Board Chair called for nominations for the position of Board Secretary and nominated Trustee Allen. Trustee Allen accepted the nomination. Trustee Jankoviak supported the nomination. Roll call vote showed yeas from Trustees Allen, Zdrojewski, Jankoviak and Moore. Nays - none. Motion carried.

The Board Chair called for nominations for the position of Board Treasurer. Trustee Zdrojewski nominated Trustee Moore for Board Treasurer. Trustee Allen supported the nomination. Roll call vote showed yeas from Trustees Allen, Zdrojewski, Jankoviak and Moore. Nays - none. Motion carried.

The Board Chair congratulated the Trustees on their two-year appointments as officers of the Board of Trustees.

**Agenda Item II: APPROVAL OF AGENDA**

A motion was brought forth by Trustee Allen to approve the agenda as reflected in the board packet. Support by Trustee Jankoviak. All yeas - motion carried.

### **Agenda Item III: PUBLIC COMMENT**

Former Trustee Thomas Metzger thanked members of the Board and the college community for his support during his 32 years of service to the college and the students we serve. The Board Chair thanked Mr. Metzger for his years of dedication to student learning.

### **Agenda Item IV: APPROVAL OF CONSENT ITEMS**

A motion was made by Trustee Allen to approve the consent items in the board packet. Support by Trustee Jankoviak. All yeas - motion carried.

### **Agenda Item V-A: WINTER 2025 ENROLLMENT UPDATE**

Vice President Miller presented information on current Winter 2025 semester enrollment at Mid. Updated data on dual enrollment, transfer, guest, returning and first-time freshman students is very impressive. Online registration for the Winter semester is up nearly 15%. Mid ranks number three in enrollment increases of Michigan's community colleges. This is great news for the college. The Board Chair thanked everyone for their hard work and dedication making this possible.

### **Agenda Item V-B: MOREY TECH CENTER RENOVATION PROJECT UPDATE**

Vice President Frick provided updated information on the Morey Tech Center project at the Mt. Pleasant Campus. The Robotics Lab probably will not have everything in place until the Fall 2025 semester. There is still a chance the equipment may be delivered earlier than expected and updates will be provided as they are known. The Welding Lab is nearly completed and will be ready for use next week. The Maintenance crews worked shifts throughout the holiday break to complete everything and apply a fresh coat of paint. It is looking very fresh and ready to start the semester with a clean update. Ms. Frick thanked everyone who worked diligently to make this possible. The new labs offer unique opportunities to local partners, including CMU and Gratiot and Isabella Counties. A discussion took place regarding how students take the courses at the best cost opportunities.

### **Agenda Item V-C: EVENT CENTER UPDATE**

Vice President Miller informed members of the Board that bids for a Construction Manager for the project is included in the board packet. It is recommended the Board approve the high bid from Clark at a total of \$1,021,634. Vice President Frick explained that although the high bid is recommended, it is recommended for a variety of reasons. The representative from Clark will be in Mt. Pleasant every day between Mid's project and one they are just wrapping up at CMU. Ms. Frick shared that she supports the bid from Clark for several reasons. Clark has a strong presence in Mt. Pleasant and Union Township, has a robust portfolio of similar projects, has a good reputation for working well with subcontractors and has pre-construction services that improve building design. This also reduces costs and adds value to the project. All five bids were quite close and although Clark's is the high bid, it is believed that overall the strong services and past work history will add to the quality, price and process of building the event center. The project is funded by a combination of Building & Site fund, fundraising and bonding.

A motion was made by Trustee Moore to approve the recommendation of awarding the project bid to Clark at a total cost of \$1,021,634. Trustee Jankoviak supported the motion. All yeas - motion carried.

### **Agenda Item V-D: REAL ESTATE ACQUISITION ADJACENT TO MT PLEASANT CAMPUS**

President Hood informed Trustees that the process of acquiring the property adjacent to the Mt. Pleasant Campus is complete. A few minor details remain that will be tended to in short order and then the lot will be transformed into a functional part of Mid Michigan College. The President thanked everyone who worked to make this possible.

## **Agenda Item VI-A: CORRESPONDENCE AND ANNOUNCEMENTS**

President Hood reviewed the correspondence and announcements, stating that enrollment increases for Mid is a major headline and sets the bar for colleges our size. Dual Enrollment of over 1600 students is just incredible news. The Community College Guarantee is not believed to be a huge factor in the overall increase but is certainly wonderful for the students who have taken advantage of this opportunity. The number of returning Freshman students continues to rise. Provost Mertes' ongoing diligence in the area of dual enrollment has a footprint that reaches from Clinton County RESA to Lansing Community College and Iosco County. Welding and Automotive coursework will be provided to students in these areas in the Fall 2025 semester. Shiawassee County is our next target to serve.

Vice President Miller stated that the Target X project will soon have automated texts to encourage students who perform well, while allowing extra attention to be provided for students who need an extra push and/or require additional one-on-one attention.

There are a number of exciting grants in various stages, including a \$109,000 grant to assist in removing barriers for students (Amy Campbell), a \$305,750 multi department grant (Dr. Mertes). Updated information will be shared with the Board as it is known.

The President shared that many generous gifts were received over the holiday season. The Higher Learning Commission recently had very favorable comments and ratings associated with the many projects at Mid, including the efforts by staff and faculty's dedication to students and programs. Concurrent enrollment at Mid assists students in attaining high school and college credit at the same time and continues to increase. A recent civil rights audit found everything in order and was beyond expectations. Negotiations teams that worked hard on two union contracts were able to reach agreements for the college's faculty and ESPA membership. New requirements associated with the Financial Aid department have been addressed and the department has been operating very well and moving forward. State funding and gifts from donors have attributed to the success of the Advanced Manufacturing Trades Center. Enrollment is up at both campuses. New programs like Physical Therapy Assistant and Phlebotomy continue to attract new and existing students. The KPI dashboard will be completed at the end of the year, as it is a 3-year plan. Additional information on all of these initiatives will be provided to the Board as it is available. President Hood expressed his thanks to all of the college faculty and staff who make these possible. We have outstanding professional employees who work well together.

The Board Chair thanked the President for his updates during this exciting time at Mid.

Vice President Miller and Provost Mertes added that the Strategic Plan is inclusive of all college events, activities and courses. This semester involved a great deal of work on wrapping up the current plan, then it will evolve as needed and the next phase of work will start its next stage of development. Dr. Mertes added that gathering feedback during COVID was very unique but worked well overall. It is not expected that any consultants will be required. A combination of intertwining and interaction of committees drives the gathering and evolution of the document, focusing on enduring goals.

## **Agenda Item VI-B: KEY PERFORMANCE INDICATORS (KPI) UPDATES**

Vice President Miller shared updated KPI information via slideshow. Karolina Achirri, Director of Institutional Research, has gathered very comprehensive data that drives this initiative. Miller demonstrated the interactive component of this document, stating that it must be done while on campus for all facets of the information to interact as requested by the user. Ms. Achirri has worked diligently to squeeze information from various systems the college uses/has used in the past, leading to associated problems. The latest version will be sent to Trustees tomorrow, January 8<sup>th</sup>.

#### **Agenda Item VI-C: ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (ACCT) MEMBERSHIP**

A motion was provided by Trustee Moore to approve the membership fee for ACCT in the amount of \$3,755.00. Supported by Trustee Jankoviak. All yeas - motion carried.

#### **Agenda Item VI-D: APPROVAL OF ALCOHOL ON CAMPUS (BOARD POLICY #304.01)**

Provost Mertes requested the Board approve making alcoholic beverages available during the Art Reach Annual Murder Mystery fundraising even on Friday, April 4, 2025 in the Community Room at the Mt. Pleasant Campus. Mertes informed Trustees that this is the third time Mid will host the event, catered by Mountain Town Catering and involves 100 to 125 members of the communities in our area who attend.

A motion was made by Trustee Moore to approve alcohol on campus at the April 4, 2024 event. Supported by Trustee Jankoviak. All yeas - motion carried.

#### **Agenda Item VI-E: 2024-2027 ESPA UNION AGREEMENT**

Associate Vice President of Human Resources, Lori Fassett, informed Trustees that the contract negotiations with the ESPA began just over a year ago. Areas of major focus were overtime, finance and salaries. The 4% salary increase is inline with other colleges and there are no increases from July 1, 2024 to current date. Ms. Fassett shared that the Michigan Human Resources group has updated information available that compares educational institutions' salaries in the State (MCCA).

A motion was made by Trustee Jankoviak to approve the ESPA contract as presented by Ms. Fassett and as reflected in the board packet. Supported by Trustee Allen. All yeas - motion carried.

#### **Agenda Item VI-F: ZOOM SERVICE AGREEMENT RENEWAL (BOARD POLIC 303.09.02)**

Director Lehr provided an overview of the requested renewal of Zoom software in the total amount of \$53,221.52 for the 2-year agreement, which is budgeted in Institutional Technology. The Zoom software allows an unlimited number of meetings during the term using the service and allows up to 300 participants per meeting.

A motion was made by Trustee Jankoviak to approve the request as presented by Mr. Lehr. Support by Trustee Allen. All yeas - motion carried.

#### **Agenda Item VI-G: ADOBE SOFTWARE SERVICE AGREEMENT RENEWAL (BOARD POLICY 303.09.02)**

Director Lehr recommended the Board approve the renewal of Adobe Software at \$56,532 per year over the next 3 years at a total cost of \$169,596. This purchase is budgeted in Institutional Technology.

A motion was made by Trustee Jankoviak to approve the purchase as presented. Supported by Trustee Allen. All yeas - motion carried.

#### **Agenda Item VI-H: COMPANION DATA SERVICES (DOCFINITY) DOCUMENT IMAGING SOFTWARE**

Director Lehr recommended the Board approve a five-year contract with DocFinity which totals \$166,000 for document imaging services. Mr. Lehr informed Trustees that an RFP (request for proposals) was implemented and the recommendation is presented for board approval. The software also includes E-forms and other add-ons. This amount is budgeted in the Institutional Technology Fund.

A motion was presented by Trustee Jankoviak, to approve the purchase as presented. Supported by Trustee Moore. All yeas - motion carried.

#### **Agenda Item V-I: BOARD COMMITTEE APPOINTMENTS**

The Board Chair reviewed appointments to various college committees and appointed trustees to those in attendance this evening. There are three trustees absent this evening, some assignments will have to be made next month. The Board Chair shared that she will continue to serve as the trustee representative to the Michigan Community College Association (MCCA), with Trustee Weisenburger as the alternate representative. Newly elected Trustee Treasurer Dr. Moore will service on the College's Audit Committee which is mandated by state law. Trustees Jankoviak and Allen will also serve on the Audit Committee. Trustee Pittsley will

continue to serve as the Trustee Representative of the College Foundation, with Trustee Moore as the alternate member. The Sabbatical Committee will be represented by Trustees Gilmore and Jankoviak. Dr. Jankoviak will be the Trustee Representative of the College Negotiations Committee, with 2 others to be appointed next month. Trustee Pittsley will continue to serve on the TRIO Committee and Provost Mertes will see if an alternate or additional member is needed. A review of the other committees on the comprehensive list will be reviewed again in February. The Board Chair thanked trustees for their service on the various committees.

**Agenda Item VII-A: CALENDAR OF EVENTS**

The Board Chair reviewed upcoming events, including the February 4<sup>th</sup> board meeting, Team Toss Challenge in Farwell vs Beaverton (Chair Zdrojewski will represent Mid), April 1<sup>st</sup> board meeting will be at the Mt Pleasant Campus in the Community Room of the Liberal Arts Building, the annual Northern Tradition at Jay's Sporting Goods is scheduled for April 13<sup>th</sup> (Vice President Miller will have tickets available at the February Regular Meeting), and April 17<sup>th</sup> is the MCCA Capitol Day in Lansing.

**Agenda Item V-E: PRESIDENTIAL GOALS UPDATE – EXECUTIVE SESSION (SECTION 8(1)(a) of Open Meetings Act)**

President Hood requested the Board go into closed session for an update associated with the President's goals.

A motion was made by Trustee Allen to go into closed session at 8:35 p.m. Supported by from Trustee Jankoviak. Voice vote showed yeas from Trustees Allen, Zdrojewski, Moore and Jankoviak. Motion carried.

The other guests exited leaving President Hood and Executive Assistant Kyle to remain during the session.

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

**Agenda Item VII-B: BOARD COMMENTS**

There were no comments from trustees

The meeting adjourned at 9:26 p.m.

Respectfully Submitted,  
Sherry Kyle  
Executive Assistant to the President and Board of Trustees

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Jane Zdrojewski, Board Chair

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Richard S. Allen, Jr., Board Secretary

**MID MICHIGAN COLLEGE**  
**FINANCIAL HIGHLIGHTS**  
**GENERAL & WORKFORCE DEVELOPMENT FUNDS**

December 31, 2024

**GENERAL FUND REVENUE:**

- 2024-25 tuition and fee revenue budget is based on flat enrollment from 2023-24 levels with a 4.73% increase in tuition rates. Final Fall 2024 enrollment showed a 7% increase in billable tuition hours. Therefore, Summer and Fall 2024 tuition and fees revenue represents 54% of the total 2024-25 budgeted tuition and fees revenue. The 2025 Winter term registration began on October 7 and accounts for the balance of the tuition and fees revenue to date.
- State appropriations revenue for 2024-25 was booked as a receivable in October at \$5,912,500. Additional state appropriations of \$1,008,502 were allocated to Mid for the UAAL funding and also booked as a receivable in October.
- Property tax revenue of \$4,748,786 was levied and booked as revenue in December 2024.

**GENERAL FUND EXPENSES:**

- Departmental expenses are in line with 50% of the annual budget, with the exception of:
  - Public Service is at 63% due to the nature and timing of phlebotomy and truck driving courses being held. Respectively, revenue is also at 57%.

**GENERAL FUND REVENUE OVER EXPENSES:**

- The total increase in net assets as of December 31, 2024 is \$15.2 million. This includes \$5.7 million in tuition and fees for the 2025 Winter term that began on January 13, 2025. This excess will fund the operations for the balance of the 2024-25 fiscal year.

**BALANCE SHEET:**

- The cash balance increased \$120,630 from November 30, 2024 due in part to the receipt of student payments.
- The state and UAAL appropriations receivable balances totaling \$4,299,984 represents the remaining 8 monthly payments of the 2024-25 general and UAAL state appropriations.
- Student receivables increased \$434,436 due to continued registration for the Winter 2025 term.
- The other receivables balance of \$140,428 consists mainly of accrued interest income, bookstore commissions receivable, and Workforce Development invoiced charges for workshops.
- The prepaid expense balance of \$269,251 represents a few multi-year prepaid items, and other various 2024-2025 expenses (including \$152,466 Ellucian maintenance contract.)
- The balance due to other funds of \$796,662 can be broken down as follows:
  - \$1.1 million due to the designated student activities fund
  - \$81,400 due to the auxiliary services for sales

- \$1.1 million due from the scholarship and grant fund (drawn down 1/15/25)
  - \$691,000 due from the restricted grant fund (drawn down 1/15/25)
  - \$1.9 million due to building and site for current and future college needs
  - \$515,500 due from the Foundation
- The \$1.9 million in accrued payroll and other compensation includes expenses incurred but not paid as follows:
  - Accrued salary, wages and vacation of \$361,500
  - FICA, Federal and State withholding of \$108,000
  - MPSERS/ORP/UAAL payable of \$506,000
  - Employee health and dental insurances payable of \$391,000
  - Deferred faculty pay \$558,000
  - Miscellaneous payroll deductions
- A significant portion of the Unreserved Net Assets of \$13.3 million represents funds set aside by the Board of Trustees to fund current and future college expansion needs.

#### WORKFORCE DEVELOPMENT:

- Total revenue is at 57% of the annual budget.
- Total expenses, at 61% of the annual budget, represent operational costs for the months of July through December.
- The excess revenue over expense to date is \$135,444.

MID MICHIGAN COLLEGE  
STATEMENT OF NET POSITION  
December 31, 2024

Assets	at December 31, 2024	at December 31, 2023
<b>Current Assets:</b>		
Cash and cash equivalents	\$ 17,140,390	\$ 14,066,167
Property taxes receivable	\$ 4,441,460	\$ 4,293,377
State appropriations receivable	\$ 4,299,984	\$ 4,217,072
UAAL appropriations receivable	\$ 733,459	\$ 1,259,131
Student receivables	\$ 6,893,535	\$ 6,040,671
Other receivables	\$ 140,428	\$ 44,056
Prepaid expenses and other assets	\$ 269,251	\$ 405,300
Due from (due to) other funds	\$ (796,662)	\$ 540,306
Total current assets	<u>\$ 33,121,845</u>	<u>\$ 30,866,080</u>
<b>Total assets</b>	<u><u>\$ 33,121,845</u></u>	<u><u>\$ 30,866,080</u></u>
<b>Liabilities and Net Assets</b>		
<b>Liabilities:</b>		
Accounts payable	\$ 166,843	\$ 71,465
Accrued payroll and other compensation	\$ 1,949,081	\$ 2,148,095
Other payables	\$ -	\$ 46,267
Deferred revenue	\$ 1,600	\$ 1,600
<b>Total liabilities</b>	<u>\$ 2,117,524</u>	<u>\$ 2,267,426</u>
<b>Net assets:</b>		
Reserved	\$ 2,545,947	\$ 3,711,752
Unreserved	\$ 13,323,510	\$ 11,465,930
Current year excess revenue over/(under) expenditures	\$ 15,134,864	\$ 13,420,971
<b>Total net assets</b>	<u>\$ 31,004,321</u>	<u>\$ 28,598,654</u>
<b>Total liabilities and net assets</b>	<u><u>\$ 33,121,845</u></u>	<u><u>\$ 30,866,080</u></u>

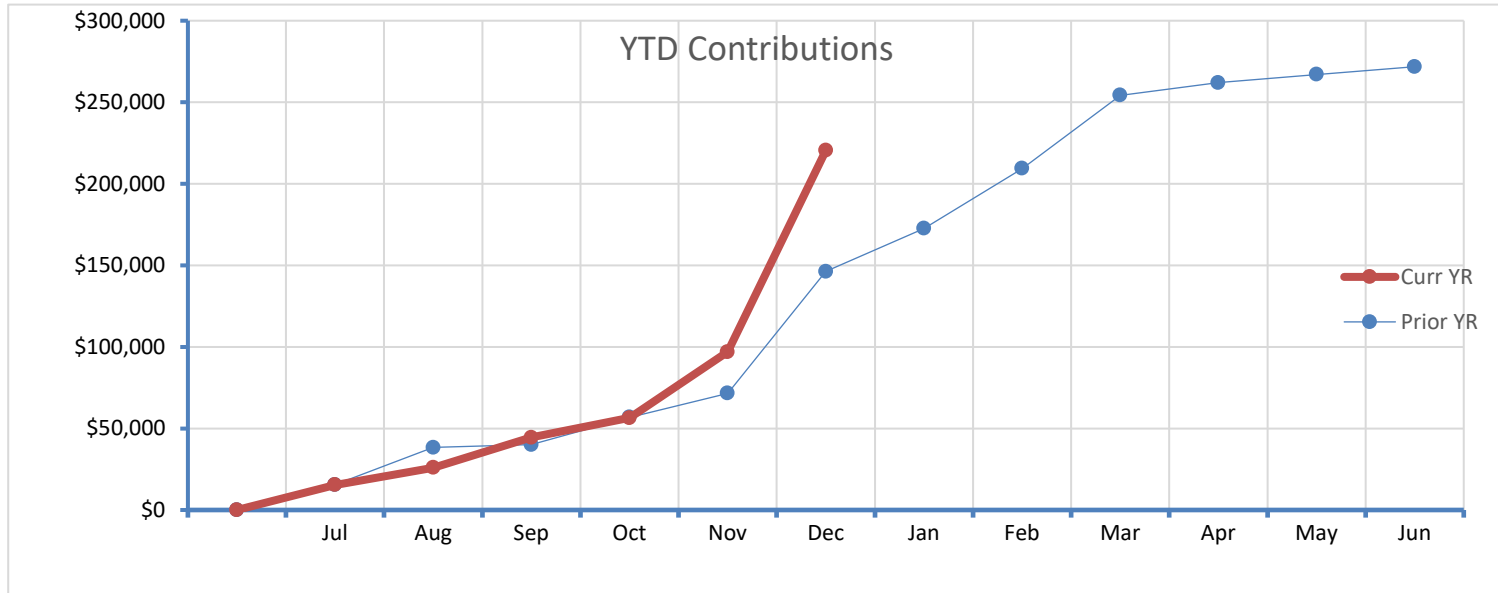
MID MICHIGAN COLLEGE  
STATEMENT OF REVENUES, EXPENSES, TRANSFERS, AND  
CHANGES IN NET POSITION  
For the six months ended December 31, 2024

	Current Fiscal Year		Prior Fiscal Year	
	Amount	% of Budget	Amount	% of Budget
<b>OPERATING REVENUES:</b>				
Tuition and fees	\$ 15,255,762	98%	\$ 13,719,058	97%
Miscellaneous	\$ 14,331	28%	\$ 13,202	21%
Total operating revenues	<u>\$ 15,270,092</u>	<u>98%</u>	<u>\$ 13,732,260</u>	<u>96%</u>
<b>EXPENSES:</b>				
Operating expenses:				
Instruction	\$ 6,094,096	52%	\$ 5,994,586	50%
Information technology	\$ 1,069,729	48%	\$ 870,695	42%
Public service	\$ 583,849	63%	\$ 470,422	58%
Instructional support	\$ 1,106,526	52%	\$ 941,341	48%
Student services	\$ 1,345,625	49%	\$ 1,432,952	48%
Institutional administration	\$ 1,824,727	45%	\$ 1,789,901	48%
Operation and maintenance of plant	\$ 1,186,284	46%	\$ 1,178,825	47%
Total operating expenses	<u>\$ 13,210,837</u>	<u>50%</u>	<u>\$ 12,528,519</u>	<u>48%</u>
<b>Operating income/(loss)</b>	<u><b>\$ 2,059,256</b></u>		<u><b>\$ 1,203,741</b></u>	
<b>NON-OPERATING REVENUES:</b>				
State appropriations	\$ 5,912,500	99%	\$ 5,798,500	99%
UAAL	\$ 1,008,502	100%	\$ 1,731,301	118%
Other State Revenue	\$ 1,120,351	0%	\$ 369,119	0%
Property tax levy	\$ 4,748,786	99%	\$ 4,423,976	99%
Investment income	\$ 447,611	102%	\$ 287,180	158%
Miscellaneous	\$ 161,632	77%	\$ 155,979	76%
Total Non-operating revenues	<u>\$ 13,399,384</u>	<u>108%</u>	<u>\$ 12,766,056</u>	<u>104%</u>
<b>Revenues over/(under) expenses</b>	<u><b>\$ 15,458,639</b></u>		<u><b>\$ 13,819,594</b></u>	
<b>Inter Funds Transfers</b>				
Planned Savings (Building & Site)	\$ 270,000	50%	\$ 267,408	50%
Bond Debt Service (Building & Site)	\$ 53,775	13%	\$ 101,643	23%
Restricted Grant Match	\$ -	0%	\$ 29,572	9%
Total Inter Funds Transfers	<u>\$ 323,775</u>		<u>\$ 398,623</u>	
<b>Net increase (decrease) in Net Assets</b>	<u><b>\$ 15,134,864</b></u>		<u><b>\$ 13,420,971</b></u>	

MID MICHIGAN COLLEGE  
 STATEMENT OF REVENUES, EXPENSES  
 For the six months ended December 31, 2024  
 Workforce Development

	Current Fiscal Year		Prior Fiscal Year	
	Amount	% of Budget	Amount	% of Budget
<b>REVENUE:</b>				
Professional Development Workshops	\$ 218,144	77%	\$ 114,537	35%
<b><u>Short-Term Training</u></b>				
Skilled Trades	\$ 318,888	50%	\$ 233,141	62%
Health Care	\$ 182,215	54%	\$ 159,738	61%
<b>Total Revenue</b>	<b>\$ 719,247</b>	<b>57%</b>	<b>\$ 507,415</b>	<b>53%</b>
<b>EXPENSES:</b>				
Administrative	\$ 194,008	51%	\$ 194,322	49%
Professional Development Workshops	\$ 94,872	168%	\$ 63,277	73%
<b><u>Short-Term Training</u></b>				
Skilled Trades	\$ 205,918	57%	\$ 130,163	66%
Health Care	\$ 89,004	62%	\$ 85,848	53%
<b>Total Expenses</b>	<b>\$ 583,802</b>	<b>61%</b>	<b>\$ 473,610</b>	<b>56%</b>
<b>EXCESS REVENUE OVER EXPENSES</b>	<b>\$ 135,444</b>		<b>\$ 33,805</b>	
	19%		7%	

## Mid Michigan College Contributions December 2024



	Curr YR	Prior YR
<b>Monthly Contributions</b>	<b>\$ 123,433</b>	<b>\$ 74,718</b>
<b>YTD Contributions</b>	<b>\$ 220,402</b>	<b>\$ 146,288</b>

### YTD Top Contribution Totals in FY 2025:

Lakers Athletic and Other Athletic Funds	\$ 34,185
M. E. Swanson & A. J. Beagle Scholarship	\$ 30,000
General Fund (Unrestricted)	\$ 27,663
Morey Tech Center Capital Campaign	\$ 25,500
Jim & Linda Bosink Scholarship	\$ 25,000
A Northern Tradition	\$ 13,000
Lakers Academic Fund	\$ 11,108
Kathleen Kehoe Memorial Scholarship	\$ 10,000
Taylor-Steinbis Health Scholarship	\$ 10,000
McGuirk Family Scholarship	\$ 10,000
Lakers Leadership Fund	\$ 3,535
Other Funds	<u>\$ 20,411</u>
<b>YTD Total</b>	<b><u>\$ 220,402</u></b>

Contributions on this report do not include Foundation sponsored raffles and/or ticket sales.

TO: Board of Trustees

FROM: Lori Fassett, Associate VP of Human Resources

SUBJECT: Staffing Update, February 4, 2025, Board Meeting

DATE: January 4, 2025

**FULL-TIME NEW HIRES:**

**Ashley Brauker – Allied Health Coordinator** **Effective: 01/06/2025**

Ashley brings to Mid over 13 years of experience in a variety of medical capacities. She holds a Bachelor of Arts in International Business Administration and Spanish from Alma College, Master of Science in Integrative Medicine Research and a Doctorate of Naturopathic Medicine both from the National University of Natural Medicine in Portland, OR. Welcome to the Mid Team Ashley!

**NEW PART-TIME AND STUDENT EMPLOYEES:**

Ryan Rodenbo – Student Worker Library	Effective: 12/16/2024
Meredith Anderson – Student Worker Supplemental Instruction	Effective: 01/06/2025
Halle Conroy – Student Workers Admissions	Effective: 01/07/2025
Lance Helfer – Student Worker Admissions	Effective: 01/02/2025
Peter Sladek – Student Worker Supplemental Instruction	Effective: 01/02/2025
Daniel Smith – Head Coach Baseball	Effective: 12/20/2024
Michael Cone – Adjunct Accounting (Edustaff)	Effective: 01/02/2025
Audrey Hilliker – Adjunct Psychology (Edustaff)	Effective: 01/11/2025
Ryan Mangus – Welding Lab Technician (Edustaff)	Effective: 01/02/2025
Bruce McColley – Adjunct Criminal Justice (Edustaff)	Effective: 01/02/2025
Shane Suiter – Adjunct Humanities (Edustaff)	Effective: 01/02/2025

#### INTERNAL TRANSFERS:

N/A

#### SEPARATIONS:

Josh Farrell – Adjunct Criminal Justice	Effective: 05/12/2023
Norm Gage – Adjunct Criminal Justice	Effective: 05/30/2023
Angela McGuirk – Adjunct Physical Science	Effective: 12/22/2023
Karen Moore – Adjunct Criminal Justice	Effective: 05/12/2023
Hilary Phillips – Adjunct Social Science	Effective: 12/22/2023
Joshua Pretzer – Student Worker Supplemental Instructor Leader	Effective: 12/18/2024
Aileen Wernert – Adjunct Nursing	Effective: 12/22/2023
Maddie Cantrell – Student Worker Admissions	Effective: 12/20/2024
Marilyn DeLong – Student Worker Library	Effective: 01/04/2025
Christine Eckman – Full-time Custodian	Effective: 01/07/2025
Kailee Jensen – Student Worker Library	Effective: 01/04/2025
Leah Lash – Student Worker Supplemental Instruction	Effective: 01/04/2025
Khloe Thurlow – Student Worker Admissions	Effective: 12/20/2024
Prakash Sharma – Adjunct Physical Science (Edustaff)	Effective: 12/31/2025

#### VACANCIES:

Adjunct Accounting (part-time)	Filled
Adjunct Advanced Manufacturing & Robotics – Huron ISD (part-time)	Posted

Adjunct Agriculture (part-time)	Posted
Adjunct Allied Health – various locations (part-time)	Posted
Adjunct Art Education (part-time)	Posted
Adjunct Automotive & Diesel Service (part-time)	Posted
Adjunct Biology (part-time)	Posted
Adjunct Business (part-time)	Posted
Adjunct Communication – Various Locations (part-time)	Posted
Adjunct Computer Aided Drafting (CAD) (part-time)	Posted
Adjunct Criminal Justice (part-time)	Filled
Adjunct English – Huron ISD/Tuscola ISD (part-time)	Posted
Adjunct Geology (part-time)	Posted
Adjunct Hunting & Angling- Hunting Strategies (part-time)	Posted
Adjunct Math – various locations (part-time)	Posted
Adjunct Nursing General (part-time)	Posted
Adjunct Philosophy (part-time)	Posted
Adjunct Psychology – various locations (part-time)	Posted
Adjunct Sociology (part-time)	Posted
Adjunct Welding (part-time)	Posted
Admissions Representative (full-time)	Offer Extended
Assistant Coach Baseball (part-time)	Posted
Assistant Coach Clay Target Shooting (part-time)	Posted

Assistant Coach Cross Country (part-time)	Posted
Automotive Lab Technician (part-time)	Posted
Coordinator of Allied Health Faculty (full-time)	Filled
Custodian (full-time temp 2.5-year appointment)	Posted
Financial Aid Analyst (full-time)	Posted
Head Coach Baseball (part-time)	Filled
Heating/Refrigeration (HRA) Lab Technician (part-time)	Posted
Mid Mentor (full-time)	Offer Extended

## Unfinished Business

### Item V-A, Winter Enrollment Report

**Presenter: Matt Miller**

**Board Consideration: Information**

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***President's Recommendation:***

None, informational.

Vice President of Student Services & Advancement Matt Miller will provide an update on the most recent Winter enrollment data.

## Winter 2025 Enrollment Report

	Winter 2025	Winter 2024	Winter 2023	Diff 24 to 25	% Diff 24 to 25
	<i>as of 1-24-25</i>	<i>as of 1-19-24</i>	<i>as of 1/20/23</i>		
<b>Number of students</b>	3700	3307	3125	393	<b>11.9%</b>
<b>Total Credit Hours</b>	27707	24629	24087	3078	<b>12.5%</b>
<b>Total Contact Hours</b>	30848	27609	26735	3239	<b>11.7%</b>

### Credit Hours by Location

<i>Harrison Campus</i>	3233	3124	2914	109	<b>3.5%</b>
<i>Mount Pleasant Campus</i>	6235	5503	6034	732	<b>13.3%</b>
<i>Online</i>	14237	12605	12207	1632	<b>12.9%</b>
<i>Other</i>	4002	3397	2932	605	<b>17.8%</b>

### Residency

<i>In-District Credit Hours</i>	12698	11462	11815	1236	<b>10.8%</b>
<i>Out-District Credit Hours</i>	14885	13130	12177	1755	<b>13.4%</b>
<i>International Credit Hours</i>	138	38	95	100	<b>263.2%</b>

	Winter 2025 Credits	Winter 2024 Credits	Winter 2023 Credits	Winter 2025 Credits - Target	WI 2025 as % of WI 2025 Credits Target
	<i>as of 1-24-25</i>	<i>as of 1-19-24</i>	<i>as of 1/20/23</i>		<i>as of 1-24-25</i>
Dual	7377	6457	6158	6453	<b>114%</b>
First-Time Freshman	1352	954	729	987	<b>137%</b>
Guest	574	532	290	525	<b>109%</b>
Returning	17058	15767	15921	15840	<b>108%</b>
Transfer	1361	919	989	956	<b>142%</b>
<b>TOTAL</b>	<b>27722</b>	<b>24629</b>	<b>24087</b>	<b>24761</b>	<b>112%</b>

	Winter 2025 Students	Winter 2024 Students	Winter 2023 Students	Winter 2025 Students - Target	WI 2025 Credit Hours per Student
	<i>as of 1-24-25</i>	<i>as of 1-19-24</i>	<i>as of 1/20/23</i>		<i>as of 1-24-25</i>
Dual	1638	1449	1248	1450	4.50
First-Time Freshman	145	102	87	105	9.32
Guest	72	71	46	75	7.97
Returning	1695	1582	1642	1600	10.06
Transfer	150	103	102	105	9.07
<b>TOTAL</b>	<b>3700</b>	<b>3307</b>	<b>3125</b>	<b>3335</b>	<b>7.49</b>

## Unfinished Business

### Item V-B, Morey Tech Center Renovation Project Update

**Presenter:** Lillian Frick

**Board Consideration:** Information

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***President's Recommendation:***

None, informational.

Vice President of Finance & Administration Lillian Frick will provide an update on the Morey Tech Renovations for the Advanced Manufacturing and Skilled Trades Center and the costs associated with this project.

## Unfinished Business

### Item V-C, Event Center Update

**Presenter: Matt Miller**

**Board Consideration: Information**

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***President's Recommendation:***

Motion to approve construction manager for Event Center project.

Vice President of Student Services & Advancement Matt Miller and Vice President of Finance & Administration Lillian Frick will provide an update on the Event Center project.

## New Business

### Item VI-A: Correspondence and Announcements

**Presenter: President Hood**

**Board Consideration: Information**

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***President's Recommendation:***

None, informational.

President Hood will provide announcements and updates at this time.

*Mid Michigan College  
cordially invites you &  
your family and friends to the  
2025 Induction Ceremony of*



**PHI THETA KAPPA HONOR SOCIETY  
OF THE  
TWO-YEAR COLLEGE**

**Alpha Omicron Omicron Chapter**

*Your academic excellence will be honored by  
formal reception into the honor society*

*Thursday, April 17, 2025 ~ 6:00pm*

*Mid's Mount Pleasant Campus*

*Community Room - Room 186/187*

*\*All inductees report to Room 178 by 5:30pm*

*Light Refreshments will be served*

## New Business

### Item VI-B: 2025 MCCA Summer Conference Attendance

**Presenter: Board Chair Zdrojewski**

**Board Consideration: Information**

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***President's Recommendation:***

None, informational.

Board Chair Zdrojewski will provide an update on Mid's attendance at the MCCA Summer Conference at Mission Point on Mackinaw Island, on July 30 and August 1, 2025.

[← Back to Events](#)

## 2025 MCCA Summer Conference

Summer Conference

<b>Who Should Attend</b>	Presidents/Trustees/Leadership Graduates
<b>Dates</b>	7/30/2025 - 8/1/2025
<b>Time</b>	All Day
<b>Location</b>	Mackinac Island- Mission Point
<b>Address</b>	One Lake Shore Dr Mackinac Island, MI 49757
<b>Contact Person</b>	Michelle Taylor ( <a href="mailto:michelle@mcca.org">michelle@mcca.org</a> )
<b>Description</b>	Registration and Agenda will be posted closer to the event date. The hotel reservations block will be announced when opened.

**Michigan Community College Association**  
110 W. Michigan Ave., Suite 650  
Lansing, Michigan | 48933  
Phone: (517) 372-4350 | FAX: (517) 372-0905  
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Michigan Community College Association:   

[Staff Login](#)

## New Business

### Item VI-C: Approval of Alcohol on Campus (Board Policy 304.01)

**Presenter: Scott Mertes**

**Board Consideration: Action**

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***President's Recommendation:***

Motion to approve serving alcoholic beverages on campus.

Provost Scott Mertes will present an update on a previous request to serve alcohol on campus at the Art Reach annual Murder Mystery fundraising as the date has changed to Friday, May 2, 2025.

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## Board Comments

### Item VII-A: Calendar of Events

**Presenter: Board Chair Zdrojewski**

**Board Consideration: Information**

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***President's Recommendation:***

None, informational.

All athletic event dates and times can be found at [www.midmichlakers.com](http://www.midmichlakers.com)

- |                |  |
|----------------|--|
| Feb. 4         | Board of Trustees Meeting - 7:00 p.m.<br>Esther C. Conference Room, Harrison Campus                    |
| Feb. 6         | Team Toss Challenge: Farwell vs Beaverton - 6:00-9:00 p.m.<br>Farwell High School                      |
| Mar. 4         | Board of Trustees Meeting - 7:00 p.m.<br>Esther C. Conference Room, Harrison Campus                    |
| Apr. 1         | Board of Trustees Meeting - 7:00 p.m.<br>Community Room, Mt. Pleasant Campus                           |
| Apr. 13        | A Northern Tradition - 5:00-8:00 p.m.<br>Jay's Sporting Goods, Clare                                   |
| Apr. 17        | MCCA Capitol Day - 8:00 a.m. - 3:00 p.m.<br>Heritage Hall - Michigan's State Capitol, Lansing          |
| Apr. 17        | Phi Theta Kappa Annual Induction Ceremony - 6:00 p.m.<br>Community Room, Mt. Pleasant Campus           |
| Apr. 22        | Spring Student Showcase - 10:00 a.m. - 3:00 p.m.<br>Community Room, Mt. Pleasant Campus                |
| Apr. 23        | Spring Student Showcase - 8:30 a.m. - 1:00 p.m.<br>Technical Education Center, Harrison Campus         |
| May 6          | Board of Trustees Meeting - 7:00 p.m.<br>Esther C. Conference Room, Harrison Campus                    |
| May 8          | Honors Convocation - 5:30 p.m.<br>Community Room, Mt. Pleasant Campus                                  |
| May 9          | Nursing Pinning Ceremony - 4:00 p.m.<br>Community Room, Mt. Pleasant Campus                            |
| May 9          | Physical Therapist Assistant (PTA) Pinning Ceremony - 6:30 p.m.<br>Community Room, Mt. Pleasant Campus |
| May 10         | Commencement - 11:00 a.m.<br>Clare High School   |
| Jun. 3         | Board of Trustees Meeting - 7:00 p.m.<br>Esther C. Conference Room, Harrison Campus                    |
| Jul. 30-Aug. 1 | 2025 MCCA Summer Conference<br>Mission Point, Mackinaw Island  |

## Unfinished Business

Item V-D: Consider a Personnel Matter with the Consent of an Employee (Section 8(1)(a) of OMA)

Presenter: President Hood

Board Consideration: Information

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*President's Recommendation:*

Motion to enter into closed session under section 8(1)(h) of the Open Meetings Act.

The Board will motion to approve going into closed session under **OPEN MEETINGS ACT 267 of 1976 Sec.8.(1)(a)** to consider a personnel matter with the consent of an employee.

## Board Comments

### Item VII-B: Board Comments- Other Business

**Presenter: Board Chair Zdrojewski**

**Board Consideration: Information**

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***President's Recommendation:***

None, informational.

Trustees may offer any comments at this time.