

**Mid Michigan College Board of Trustees Meeting
April 1, 2025 – Community Room – Mt. Pleasant Campus**

Present: Jane Zdrojewski, Board Chair; Dr. Michael Jankoviak, Vice Chair; Dr. Karen Moore, Treasurer; Richard S. Allen, Jr., Secretary; George Gilmore, Trustee; Trustee; Lois Pittsley, Trustee; Tim Hood, President

Absent: Nate Weisenburger, Trustee

Guests: Dr. Scott Mertes, Provost; Lillian K. Frick, Vice President of Finance & Administration; Dr. Matt Miller, Vice President of Student Services & Advancement; Lori Fassett, Associate Vice President of Human Resources; Dawn Tanner, Director of Talent Acquisition; Dr. Diane Miller, Faculty Senate President; Annie van de Water, TRIO SSS Success Coach; Alexa Carey, Executive Director of Mid Michigan College Foundation; Annette Sturdavant, PT Executive Assistant to the President & Board of Trustees; Sherry L. Kyle, PT Executive Assistant to the President & Board of Trustees

Agenda Item I: Call to Order

The Board Chair called the meeting to order at 7:02 p.m.

Agenda Item II: Approval of Agenda

A motion to approve the agenda as presented this evening was made by Trustee Gilmore, with support by Trustee Moore, motion carried.

Agenda Item III: Public Comment

There were no public comments.

Item IV: Approval of Consent Items

Trustee Pittsley presented a motion to approve the consent items as reflected in the packet this evening. Support by Trustee Allen, motion carried.

Item V-A: Morey Tech Center Renovation Project Update

Provost Mertes presented updates on the Morey Tech Center, informing the Board of Trustees that some of the new flooring is being installed, windows and furnishings are looking great. Welding classes are taking place, but we still await the bus duct delivery. Mertes informed the trustees that other businesses are also awaiting delivery of same, but on a much larger scale. Additional updates will be provided monthly, until the project is completed.

Item V-B: Event Center Update

Vice President Miller shared with the trustees that construction meetings are taking place to coordinate the project's beginning stages. The 8 person team is monitoring prices of construction materials and planning the project as we prepare to move ahead with the first steps. April 23 is the deadline, then the ordering of materials takes place. There will be a good update for the Board at the May 6th regular meeting.

Item V-C: Board Meeting Schedule

The Board Chair requested a motion to approve the schedule of Board of Trustees meetings and the formerly approved change of start time of 5:30 p.m. beginning Tuesday, May 6, 2025 through Tuesday, April 7, 2026 as reflected in the packet this evening. A motion was made by Trustee Jankoviak with support by Trustee Gilmore, to approve the schedule of meetings as reflected in the packet. All ayes – motion carried.

Item V-D: Tuition Rate 2025-26 (Policy 303.10.01)

Vice President Frick provided an overview of different scenarios of tuition and fees increases for the 2025-26 fiscal year. A discussion took place between Trustees and the administrators regarding the budget and the proposed rates, and if tuition should be separate from the technology fee or if they should be lumped together in one increase, which the State of Michigan allows. Ms. Frick informed trustees that the average increase at this point in other Michigan community colleges is 3.5-4.0 percent increase, which across the board is about \$6 per billable contact hour. Ms. Frick also stated that approximately 50% of courses taken by students are online. The college administration is recommending the Board approve an increase of 4% and an increase of \$2 on the Technology Fee. This would bring current tuition per credit hour to \$161. It is now \$155 per credit hour. Trustee Pittsley added that many students have tuition paid from another source, this seems to be very common. Ms. Frick stated that fees are covered in all paid sponsorships, with only one exception to the best of her knowledge. Trustee Moore added that she appreciates the work put forth for the presentation, and discussion which lead to a better understanding in making a decision. Ms. Frick informed Trustees that in-house designation of the collection of these funds is possible, but not necessarily beneficial. She also added that this is the 3rd year that community college tuition rates have been capped by the State at the following rates-3 years ago at 5%, 2 years ago at 4.5% and last year at 4.5% as well. "Designated" funds can be moved by the Board, however anything that is "Restricted" may not. Trustee Gilmore added that he preferred the technology fee go directly to the technology budget and prefers the 3% increase in tuition and \$3 increase to the technology fee. Ms. Frick agreed that recent dedication of funds to technology in recruitment practices has had a positive impact in enrollment growth according to the data in that department and we should continue this practice for the benefit of our students. The Technology Council is well represented and addresses technology needs across the College. These needs include cyber security risks, instruction and college operating systems, all of which continue to increase in cost every year. When compared to other colleges in Michigan, we are above the average in-district tuition rate, but Ms. Frick explained that this is due to the combination of our low tax base and millage rate. Mid is still operating on the original millage from 1965, which has been reduced over the years due to the Headlee Amendment. The state does not supplement based on any of these factors. Over the years, nine millage attempts failed, although they were very well thought out to support various needs. Clare, Gladwin and Isabella counties are some of the poorest in the State of Michigan.

A motion was presented by Trustee Gilmore, with support by Trustee Moore to approve the tuition increase for the 2025-26 fiscal year of 3% tuition increase and \$3 tech fee increase. Motion carried.

Item VI-A: Correspondence and Announcements

President Hood shared with Trustees that Ms. Janet Strickler has graciously agreed to be the commencement speaker for the May 10 ceremony. He expressed appreciation to those who submitted other choices for this role. He also shared information from the League of Women Voters of the Mt Pleasant Area and Mt Pleasant Chamber of Commerce concerning Local Government Night scheduled for April 23 from 7 to 9 pm at the Isabella County Commission on Aging. All local elected officials have been invited to participate. The information will be emailed to trustees for consideration.

President Hood announced that he is extremely proud to announce that Mid's Women's Basketball team finished 7th in the Nation. All of our competitive teams have had and are having incredible seasons. We should be very proud of the team and what they have accomplished. They were given a police escort as they entered the parking lot at the Mt Pleasant Campus and President Hood and others were there to cheer and wave flags. More to come on what is planned to celebrate the basketball team's outstanding achievement, and those of all of our competitive teams.

Item VI-B: Mid Foundation

Ms. Carey provided a presentation on recent initiatives and upcoming events related to the Foundation of Mid Michigan College. The goal for donations this fiscal year had an end date of June 30 and a donations goal of \$350,000. Currently the total is \$297,000 and the goal is looking very doable. Ms. Carey expressed her appreciation for the generosity of donors who support the College and the students we serve. The annual Lakers Golf Outing is scheduled for August 15. Ms. Carey

expressed her appreciation to former Mid President Carol Churchill for her support in reaching out to donors and assisting in the receipt of generous donations to the Foundation.

Item VI-C: Honorary Degree Recipient-Janet Strickler

President Hood informed trustees that Ms. Janet Strickler has graciously agreed to provide the commencement address and it is recommended the Board approve that Ms. Strickler receive an Honorary Degree from Mid Michigan College in appreciation for her consent to provide the address, and her generous gifts to the College. A biography of Ms. Strickler was shared with the Board of Trustees. A motion was made by Trustee Pittsley to approve the honorary degree to Ms. Janet Strickler, supported by Trustee Jankoviak-motion carried.

Item V-D: Crystal Meister Full-Time Faculty Status Recommendation (Policy 401.01)

Provost Mertes reviewed information which led to the recommendation of Crystal Meister to promotion of full faculty status. Ms. Meister is the College's Physical Therapist Assistant Clinical Coordinator and has had a significant positive impact on the program and curriculum, with pass rates again at 100% in this program. Dr. Mertes stated he recommends the promotion of Ms. Meister to full time faculty. A motion was made by Trustee Moore and supported by Trustee Jankoviak to approve the recommendation as presented by Dr. Mertes. Motion carried.

Item V-E: Summer Schedule

President Hood presented the following motion to the trustees and the trustees passed the motion as presented:

Motion to approve the college's adjusted hours of operation to Monday through Thursday, 7:30 am to 5:00 pm, beginning May 12, 2025 through August 1, 2025. The week of June 30, 2025 through July 4, 2025 is the exception due to the 4th of July holiday. For this week only, the operating hours of the college would be 8:00 am to 4:30 pm, with employees working an 8-hour shift and receiving 8 hours of holiday pay for Friday, July 4th. This aligns college operating days and hours with the scheduled 2025 summer term academic calendar.

A motion was made by Trustee Jankoviak and supported by Trustee Pittsley to approve the Summer Schedule recommendation as presented by President Hood. All ayes – motion carried.

Item V-F: Administrative Compensation Discussion

President Hood led a discussion on administrative compensation. Dr. Mertes added that there are three employee groups at the college – two of which are negotiating groups that receive regular pay increases on a scheduled, negotiated basis-the ESPA and the Faculty Senate. Administrative employees over the past 12 years have experienced lower increases, depending on the budget each year. Rates for administrative employees at other comparable sized community colleges were reviewed and compared, with the result showing 13 to 14 percent lower wages at Mid. Vice President Frick added that there is also approximately a 30% turnover rate in the administrative ranks at the College over the past 3 years. There are approximately 50 administrative positions, not including those that are grant funded. There are not pay scales or corresponding step increases for administrators, who are employees at will with no contract. The information used for comparative reasons came from the Michigan Human Resources group, an official source for salary only comparison, through Associate Vice President Fassett. President Hood added that when 9 employees were let go in 2020, 8 of these individuals were administrative staff. Trustee Moore stated that she would be interested in seeing the data used. President Hood requested support from the Trustees to continue on this track and gather additional data to be used for a recommendation for action. Ms. Fassett stated that she will share the data with Trustees if possible. Trustee Pittsley asked whether a wage study by an outside consultant would be helpful and would it fit in the budget to do so. Trustee Allen added that he feels an expert is needed who can factor in growth and pay scales in similar jobs at similar colleges. Trustee Pittsley added that administrative employees are classified uniquely as employees at will. The Board requested that the administration continue to look at this issue and provide a recommendation and findings at a later date. Chair Zdrojewski made an official request for President Hood to compile more data and to present a package to the Board for consideration

at the next regular meeting. The President thanked the Board for their consideration and input. He noted that this conversation and the needs identified are in no way a negative reflection on the other outstanding employee groups who are not as far behind in terms of compensation, as compared to peers elsewhere.

Item VI-H: Peter Basso and Associates Proposal for HVAC Replacement-Harrison Tech Center

Vice President Frick recommended the Board engage Peter Basso and Associates to develop and design the Harrison Tech Center HVAC replacement, including the bidding phase for a cost not to exceed \$101,300. The total for performing the study and developing the bid specifications \$98,800, plus reimbursable expenses not to exceed \$2,500. Ms. Frick stated that the HVAC at the building has been an issue from the beginning, and over the past year, only one of two boilers is operating, which leads to poor climate control in the entire facility. Per PBA, mechanical equipment is available with a standard lead time of 4-6 weeks so the project could be bid this summer and completed in fall 2025 prior to the next heating season. Peter Basso & Associates is a very reputable company and has worked with Mid and most of the other community colleges in the State of Michigan. They have performed these tasks with Mid's projects since 2005/06. The total recommended for this service is budgeted in the Building and Site Fund.

A motion to proceed as recommended by Vice President Frick was made by Trustee Gilmore, with support by Trustee Moore – all ayes; motion carried.

Item VI-H: Resolution for Estimated Revenue 2025-26 (Policy 303.01)

Vice President Frick informed the Board that the Resolution for Estimated Revenue for 2025/26 is required by statutes in order to levy the College's millage. The recommendation to levy 1.5 mills as eroded by the Headlee Amendment to currently be 1.2 mills.

A motion was presented by Trustee Moore and supported by Trustee Jankoviak to approve the resolution as recommended by Vice President Frick. Roll call vote showed vote of aye from Trustees Allen, Pittsley, Zdrojewski, Gilmore, Jankoviak and Moore. Nays: None. Absent: Trustee Weisenburger.

Item VI-I: Board Policy Section 400-Personnel Policies Review

Board Chair Zdrojewski requested edits to the Board Personnel Policy section #400. Trustee Pittsley reviewed information for clarification the "Evaluation of Employees". Faculty Senate and ESPA employees are evaluated per the contracts with each group. Administrative staff is evaluated per the process housed in Human Resources at Mid. Slight modifications for clarification were suggested to be made. This is an information first reading – second reading at the May 6th regular meeting will be on the agenda for action as a second reading of board policy. It was noted that the Sabbatical Leave policy relates to administrative staff, not Faculty Senate members.

Item VII-A: Calendar of Events

The upcoming items on the Calendar were reviewed.

Item VII-B: Board Comments – Other Business

There were no additional comments from Board members.

The meeting was adjourned at 9:40 p.m.

Respectfully Submitted,

Sherry L. Kyle

Exec. Asst. to the President and Board of Trustees