

MID MICHIGAN COLLEGE BOARD OF TRUSTEES MEETING

MAY 6, 2025 – ESTHER C. CONFERENCE ROOM – HARRISON CAMPUS

PRESENT:

Jane Zdrojewski, Board Chair; Dr. Michael Jankoviak, Vice Chair; Richard S. Allen, Jr., Secretary; Nathan Weisenburger, Trustee; Lois Pittsley, Trustee; Tim Hood, President

ABSENT:

Dr. Karen Moore, Treasurer; George Gilmore, Trustee

GUESTS:

Dr. Scott Mertes, Provost; Lillian K. Frick, Vice President of Finance & Administration; Matt Miller, Vice President of Student Services & Advancement; Lori Fassett, Associate Vice President of Human Resources; Sherry L. Kyle & Annette Sturdavant, Exec. Assts. to the President & Board of Trustees

AGENDA ITEM I: CALL TO ORDER

The Board Chair called the meeting to order at 5:36 p.m. and welcomed everyone to the meeting.

AGENDA ITEM II: APPROVAL OF AGENDA

The Board Chair informed Trustees that the agenda this evening has a revision. Agenda item V-C “Board Policy Section 400-Personnel Policies Review”, will now be Agenda Item VI-F, under New Business.

A motion was made by Trustee Weisenburger and supported by Trustee Jankoviak to approve the evening’s agenda with the revision as noted by the Board Chair. Motion carried with all ayes.

AGENDA ITEM III: PUBLIC COMMENTS

There were no comments from the public.

AGENDA ITEM IV: APPROVAL OF CONSENT ITEMS

A motion was made by Trustee Pittsley and supported by Trustee Weisenburger to approve the consent items in the board packet. All ayes – motion carried.

AGENDA ITEM V-A: MOREY TECH CENTER UPDATE

Vice President Frick presented updated information concerning the Morey Tech Center at the Mt. Pleasant Campus. Everything is nearly completed, but we continue to wait for the bus ducts to finish up the project. This has been an ongoing issue for many months and hopefully will be resolved soon.

AGENDA ITEM V-B: EVENT CENTER UPDATE

Vice President Miller provided an update on the construction of the Event Center at the Mt. Pleasant Campus, using a series of slides and photos and hand-outs. There are weekly meetings with Clark Construction (contractor), and Hobbs and Black (architect). Bids go out this week for mechanical, electrical and the pre-engineered metal building. A request to exceed the current allowance for building height in Union Township was submitted and approval is pending until next Tuesday. No problems are expected in the approval. Miller also shared information about the sewer line hook up cost. He will keep the Board informed on progress and cost. The capital campaign is going well. The Board will be kept up to

date on this as well. Handouts distributed will be helpful when speaking to members of our communities about the campaign. The Board Chair thanked Dr. Miller for his presentation.

AGENDA ITEM V-D: ADMINISTRATIVE COMPENSATION DISCUSSION

President Hood provided updated information concerning the ongoing administrative compensation discussions. There have been two meetings with members of the Board via Zoom over the last two weeks. Trustee Pittsley has been abroad and will be brought up to speed now that she has returned. Action on this item will take place before the end of the fiscal year. More to come.

AGENDA ITEM VI-A: CORRESPONDENCE AND ANNOUNCEMENTS

President Hood shared with the Board that this is one of the busiest weeks at Mid, due to the end of the Winter semester and commencement taking place this Saturday, May 10th at 11:00 a.m. at the Clare High School. He also thanked everyone who participated in the student showcases on both campuses. They are wonderful events and allow great interaction with the students.

The Honors Convocation ceremony is scheduled to take place at 5:30 p.m. in the Community Room of the Mt Pleasant Campus. Over 150 students and guests will be present to celebrate academic excellence in our students at Mid. Pinning ceremonies are also scheduled for the Nursing students on Friday, May 9th at 4:00 p.m., followed by a pinning ceremony for the Physical Therapy Assistant program that same evening at 6:30 p.m. Both will take place in the Community Room of the Mt. Pleasant Campus.

AGENDA ITEM VI-B: ELLUCIAN SOFTWARE MAINTENANCE RENEWAL (POLICY 303.09.02)

Director of Information Technology, Kirk Lehr, presented the recommended approval of 5-year agreement and reviewed options for consideration. The Ellucian software is essential for a variety of crucial functions at the college. A five-year agreement is proposed with a capped increase of 5% for each of the first two years, followed by a 7% increase for each of the subsequent three years. During the period of 2025-26, the total expenditure will be \$288,161.00, and is funded by the Institutional Technology Fund.

A discussion followed concerning other options of software that are available and cost comparisons. There are other providers, but not of the quality or service that Ellucian provides. Lehr added that along with the Ellucian contract, other services are provided at no additional cost, including updates, regular meetings, continuous improvements in product and services. Total cost for the final year of the contract is \$370,660.00.

A motion was made by Trustee Jankoviak, with support by Trustee Weisenburger, to approve the Ellucian proposal as presented by Mr. Lehr. All ayes – motion carried.

AGENDA ITEM VI-C: BOARD POLICY NUMBERING REVISION-200 POLICIES

Vice President Frick informed Trustees that there are no changes to the policies at all, only changes are in numbering and title of the policies. These modifications are requested to accommodate bonding when it occurs. There must be an accompanying document that specifically is entitled the Board's By-Laws. It is difficult and time consuming to compile a paper trail to meet their needs. This is presented as an informational first reading. Action will be requested in June. The Board Chair thanked Vice President Frick for her presentation.

AGENDA ITEM VI-D: PRELIMINARY BUDGET 2025-26 (POLICY 303.03)

Vice President Frick informed Trustees that the final budget should be completed yet this month. Included in the totals is an administrative increase equal to the average of the other two groups of 4% plus the one-time 3% adjustment for administrative staff, and increases per the contracts with the Faculty Senate and ESPA. The Board Chair thanked Vice President Frick for the information.

AGENDA ITEM VI-E: CLARE-GLADWIN RESD LEASE UPDATE

President Hood shared that the 99-year lease with the Clare-Gladwin RESD is being looked at with updated information, clarity of addressing concerns as suggested by the College Attorney law firm of Thrun Law Firm, PC. He received the red lined version of the contract today with suggested modifications shown. This will be shared with Trustees. Vice President Frick stated that she is not aware of any red flags associated with the review. An auto-renew clause is desired by the RESD. President Hood shared that Tara Mager, RESD Superintendent, will soon be leaving her position and has accepted a position in Traverse City. He expressed that Tara has been a pleasure to work with and she will be missed by her colleagues, who all wish her well in her new position. A meeting will be scheduled with Tim, Lillian, Tara and Jane before the revisions to the lease are brought to the Board for consideration. It was recommended the redline version of the lease be sent to Trustee Allen for his comments and suggestions. President Hood will do so. Vice President Frick stated that the document needs to be looked at thoroughly in order to protect the College. More to come.

AGENDA ITEM VI-F: BOARD POLICY SECTION 400-PERSONNEL POLICIES REVIEW

In addition to the revisions made to the Board Policies in the Personnel section (400), some Human Resources personnel policy revisions have been made which directly relate to the Board Policy. Associate Vice President of Human Resources, Lori Fassett provided a review of the changes. This item will be on the June agenda for action. The Board Chair thanked Ms. Fassett for her presentation.

AGENDA ITEM VII-A: CALENDAR OF EVENTS

The Board Chair noted several items on the calendar of event, many of which are coming upon us very soon. She also encouraged Trustees to arrive at the 5:00 board workshops early enough to fix a plate of food and be seated by 5:00 in order to stay on schedule for the evening. The regular meeting follows at 5:30 now, so the workshop discussions have been shortened by a half hour.

The Board Chair also shared that the student showcase events were very well attended, exciting, and very fascinating. We have many talented students at Mid and it is a wonderful opportunity to share and showcase what they are capable of doing. She noted that some job interviews took place on site at the event.

The meeting adjourned at 6:44 p.m.

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

Jane Zdrojewski, Board Chair

Richard S. Allen, Jr., Board Secretary