

Mid Michigan College Board of Trustees Meeting Minutes

February 3, 2026

The meeting took place in the Esther C. Conference Room, Harrison Campus.

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

Absent: Lois Pittsley, Trustee

Also Present: Timothy Hood, President; Scott Mertes, Provost; Matt Miller, Vice President of Student Services & Advancement; Lillian Frick, Vice President of Finance & Administration; Lori Fassett, Associate Vice President of Human Resources; Joseph Myers, Director of Facilities; Ken Chinavare, Chief Information Officer; Heidi Hitz-Kindel, Senior Project Manager, Clark Construction Company; Sherry Kyle, Executive Assistant to the President and Board of Trustees

CALL TO ORDER

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

APPROVAL OF AGENDA

Item II

A motion was made by Trustee Gilmore and supported by Trustee Weisenburger to approve the agenda as presented. All ayes; motion carried.

PUBLIC COMMENTS

Item III

Board Chair Zdrojewski asked for public comment. There were none.

APPROVAL OF CONSENT ITEMS

Item IV

Motion by Trustee Jankoviak to approve the consent items as presented. Second by Trustee Moore. All ayes; motion carried.

UNFINISHED BUSINESS

Item V-A

Event Center Update

Vice President Miller provided updated information on the Event Center's progress to date. Roofs on the Center are under construction, Masons are building the block walls, and steel continues to go up at an impressive rate despite the frigid winter we are experiencing. Anticipated completion date is October/November 2026. More to come in ongoing monthly reports.

Board Chair Zdrojewski asked if it would be possible for the Trustees to express appreciation to the workers by making available coffee and snack items. Everyone felt it would be most appreciated by the crew. Matt will take care of the request from the Board for the site workers.

Item V-B

Winter Enrollment 2026 Update

Matt Miller provided an overview of the Winter 2026 enrollment. Final numbers for the semester reflect that we are down from our projected assumptions used for budgeting, but we are financially healthy because of the strong Fall 2025 enrollment numbers. Miller pointed out that Montcalm Community College experienced an increase of 17.8 percent, while Mid's final reported figure was 3.1% increase. He reported that Montcalm recently hired a new recruitment person who has made a huge impact on enrollment. Montcalm is initiating some new recruitment practices that had not be done previously, while these same methods have been used at Mid for quite some time.

A discussion took place concerning the ratio of women to men students at Mid, which has for quite some time been approximately 60/40. This is normal for the National ratio as well. If it changes by 5% or more to either side, what adjustments will need to be made in curriculum? A discussion ensued concerning Vocational Education programming areas of automotive, HRA, Welding, - all healthy enrollment at this time.

Provost Mertes added that Advanced manufacturing and CAD are both vocational programs where enrollment could certainly use a boost. Agriculture and Engineering Technology are new programs and not based on gender enrollments. New programs take time and we need to remain prudent.

Trustee Allen continued that according to an article he recently read, the Union membership in Michigan has dropped considerably, by over 20 thousand members. Heavy Industry in our state is going away. Board Chair Zdrojewski suggested the Board again consider review of the Top 10 Trends in Education topic for the April Workshop. Provost Mertes added that CMU and Mid share many students who go back and forth between the 2 colleges regularly.

They use resources simultaneously. 2 of 10 Hot Jobs do NOT require a college degree, but 8 of these 10 WILL need a college degree.

A discussion took place concerning the mandatory implementation of MID 101 in the Fall of 2025 and that it will continue to provide guidance for Mid's students for another 2 years on grant funding. Vice President Miller added that students who took MID 101 enrolled earlier than has been the case in past years. Many of these students were enrolled for Winter 2026 by October 22, 2025.

Board Chair Zdrojewski noted that she feels Dual Enrolled students would benefit from MID 101 as well. Mertes stated that the WAVE program has this benefit for those students and Mid has another 2 years of grant funding to continue the WAVE program as well. WAVE helps students build educational plans. Mertes hopes to use this data for presenting to the local superintendents. Some of the local high schools that we serve have rates as low as barely 30% of graduates who go on to college. More to come.

Item V-C

Board Policy Revision Request-#403.04-Teaching Responsibilities-Second Reading

Associate Vice President Fassett informed the Board that the proposed revisions to the policy on Teaching Responsibilities for administrators more clearly states guidelines.

A motion was presented by Trustee Weisenburger and supported by Trustee Jankoviak to approve the recommended changes to Policy 403.04. All ayes – motion carried.

Item V-D

BOARD POLICY REVISION REQUEST-#408.03-ADMINISTRATIVE RETIREMENT INCENTIVE-second reading

Ms. Fassett recommended the Board approve the second reading of Policy 408.03-ADMINISTRATIVE RETIREMENT INCENTIVE to clarify the process. During the last retirement of an administrative employee, a step in the system was mistakenly skipped, leading to the weakness in wording.

A motion was brought forth by Trustee Jankoviak with support by Trustee Gilmore to approve the revision as requested by the college administration. All ayes – motion carried.

Agenda Item V-E: BOARD POLICY REVISION REQUEST-#303.10.02-COURSE FEES-second reading

A motion was made by Trustee Weisenburger and supported by Trustee Jankoviak, to approve the second reading to Policy 303.10.03-COURSE FEES as reflected in the packet. All ayes; motion carried.

Item V-F

BONDING UPDATE

Vice President Frick informed Trustees that Mid has one outstanding bond issue, which is the only debt the college currently has. Our financial status is at a very manageable level at this time. The recent Request for Proposal on the bonding issue had 2 responses, both from very reputable firms. The due date for the proposals was yesterday, so additional time to review the information is needed. A recommendation cannot be made at this time. Ms. Frick and President Hood will review the information and make a decision and report back to the Board. The amount is not high enough to need Board approval. Projections will be available at the March Regular Board Meeting.

Trustee Moore commented that she is supportive of bonding – it is a good way to fund projects. She also added that the Board as a whole was aware of the debt incurred when the Event Center was approved. She thanked Ms. Frick for her update.

Item V-G

HARRISON CAMPUS TECH CENTER HVAC PROJECT UPDATE

Vice President Frick distributed a handout with RFP bid tabulations for the Harrison Campus Tech Center HVAC project. Much time has been spent the last couple of days reviewing the bids, which all came in very surprisingly close together across the board. However, the two lowest bids are very close in totals. The lowest bid from Three Rivers Construction (Midland, MI) is \$1,412,433 at total cost with a 10% contingency. The second lowest bid is from Gateway Refrigeration of Clare at a total of \$1,419,391. Ms. Frick informed the Board that Mid has had much experience with Three Rivers in the past, but none with Gateway, an in-district company. Historically, the Board of Trustees of Mid has been very prudent in accepting low bids, but at the same time, has favored in-district companies when the totals are quite close in nature.

Director of Facilities, Joe Myers, shared with the Board that he is in favor of awarding the bid to Gateway. They interviewed very well, they are not in need of up-front funds, and they are adequately bonded. Trustee Gilmore added that he has had a professional relationship with Gateway in the past and they performed very well in municipal work. Board Chair Zdrojewski, too, stated that she is in favor of awarding the bid to Gateway of Clare.

Vice President Frick state that she is comfortable with awarding the work to Gateway, the second lowest bidder. It is important to get approval and move forth with purchasing the equipment needed for the project, since the lead time is quite unknown but expected to be a few months. It is desired to have the project completed in time for the fall 2026 semester at the Tech Center. This is a very important project to get completed and have the building's climate comfortable for employees and students.

A motion was made by Trustee Allen to award the Harrison Tech Center HVAC project to Gateway Refrigeration of Clare, at a total cost not to exceed the second lowest bid of \$1,419,391. Support from Trustee Gilmore. All ayes – motion carried. The project is financed from the College's Building and Site Fund. Ms. Frick and Mr. Myers thanked the Board

for their support of the recommendation.

NEW BUSINESS

Item VI-A

Correspondence and Announcements

President Hood extended Kudos to Dean of Workforce & Career Education, Shawn Troy; Director of Workforce & Economic Development, Autumn Matthews; and Workforce Training Coordinator, Ryan Donley – who is a new employee at Mid – for their negotiations with Bandit Industries in providing welding training for their employees. This training, once approved, is currently in place.

The President offered thanks to Provost Mertes and members of the Campus Beautification Team for their work with Intersect Company of Kalamazoo in presenting an overview of ideas to members of the Cabinet with an extensive exchange of information. An additional meeting has been scheduled for February 20 at the Mt Pleasant Campus and is open to all employees and members of the Board of Trustees. Mertes shared that the feedback was very good – it was a great meeting with lots of commonality. There were 14 different themes and the purpose of the meetings is to gather information concerning what is important to Mid. Completion of this project is slated for December 2026.

A last announcement was of a very sad nature. Former President Christine Hammond has shared with friends and family that she has been diagnosed with stage 4 Pancreatic Cancer. She is presently taking treatments but the prognosis is not encouraging. Provost Mertes is collecting cards from employees and will be sending them to Dr. Hammond at the end of this week. Anyone wishing to send a card is invited to do so through Dr. Mertes, who will provide updates as they are available.

Item VI-B

Board Policy Revision Request-#407.07-Vacation Days

Associate Vice President Fassett informed Trustees that the suggested revisions to the policy give more clarity and is relevant to administrative employees. This is an informational first reading and will be presented for action at the March Board meeting.

Item VI-C

Naming Opportunities

Vice President Miller reviewed recent naming opportunities which were generously given to the College from Dave and Mary Weisenburger, Dr. Karen and Mike Moore, and Rob Bejesky and their associated naming gifts. The Board thanked the Naming Opportunities donors for their generous support of Mid and the students we serve.

Item VI-D

Personnel Decision

President Hood offered thanks to the members of the board and colleagues at Mid in announcing his retirement effective June 30, 2026. He has served Mid in the capacity of President for 6 consecutive years. He shared that he has so much respect for so many folks at and associated with Mid. He will be moving into a transition period and plans to spend more time with family, who are very excited about his retirement. He shared that as time goes on since the decision, it feels more “right” and the timing is good. He offered his many thanks to all and wishes to stay connected to Mid in any way requested. Board Chair Zdrojewski and Vice Chair Jankoviak thanked President Hood for his service to the College. A motion to accept the President’s announcement of retirement from Mid was made by Trustee Jankoviak and supported by Trustee Gilmore. All ayes – motion carried.

Item VI-E

Calendar of Events

The Board Chair reviewed the Calendar of Events and noted that there will be a Board of Trustees Workshop at the Mt Pleasant Campus on Friday, April 17th in Rooms 234/235 of the Doan Center. More to come.

Item VI-F

Board Comments

Board Chair Zdrojewski informed trustees that the Board Retreat scheduled for Friday, April 17th at the Mt Pleasant Campus will take place there to accommodate Mid administrative staff who will be attending the Employee Appreciation and Awards Breakfast scheduled to take place from 8:00 am to 10:00 am in the Community Room in Mt Pleasant.

Trustees should be thinking about their preference in attending the Breakfast. The social/breakfast portion is from 8am to 9am, followed by the employee awards presentations from 9am to 10 am.

She will be sending an email to trustees, calling for agenda ideas for the Board Retreat, and will also share the information about the Employee Appreciation Breakfast. Administrative staff who will be attending will also receive this information. More to come

Trustee Allen shared with the Board that he will have served as a Trustee at Mid for 40 years this year. He has recently discovered that there is not a location accessible by searching the Internet which has a listed "Years of Service" by Michigan's Community College Trustees, who are elected officials. There are sites to access any other elected officials in the State of Michigan, but nothing for the Trustees of Michigan's many community colleges. He therefore, is requesting that an official record of his years of services and acknowledgement of such, is in the written Board of Trustees minutes of Mid. Trustee Allen holds placement #6 of the longest serving Trustees in Michigan to date.

Board Chair Zdrojewski informed Trustee Allen that upon completion of his milestone 40 years of service on July 1, 2026, his 40th anniversary will be celebrated and officially noted.

The Board Chair also noted that processes are underway for meetings and planning to select the next President of Mid Michigan College. Some additional meetings may be necessary – time will tell.

The meeting adjourned at 6:52 p.m.

Respectfully Submitted,

Sherry L. Kyle

Exec. Asst. to the President and Board of Trustees