



# Muskegon Community College

## **BOARD OF TRUSTEES BOARD MEETING MINUTES December 16, 2015 – 12:30 p.m. 400Z – Board Room**

**Present:** Chair Crandall, Vice Chair Osborn, Trustee Frye, Trustee Moore, Trustee Mullally, Trustee Oakes and Trustee Portenga

Chair Crandall called the meeting to order at 12:30 p.m.

1. Agenda

Trustee Mullally moved approval of the agenda; second. Vote unanimous; motion carried.

2. Minutes

- Board Study Session Minutes – November 16, 2015

Trustee Frye moved approval of the Board Study Session Minutes of November 16, 2015; second. Vote unanimous; motion carried.

- Board Closed Session Meeting Minutes – November 16, 2015

Trustee Moore moved approval of the Board Closed Session Minutes of November 16, 2015; second. Vote unanimous; motion carried.

- Board Meeting Minutes – November 18, 2015

Trustee Mullally moved approval of the Board Meeting Minutes of November 18, 2015; second. Vote unanimous; motion carried.

3. Public Comments and Presentations

- Safety and Security on Campus – [Boot](#) Presentation

- Dr. John Selmon – discussed the Jean Cleary Act and the background of MCC's campus security over the last few years. Safety and security on the campuses of MCC are a top priority. Marty McDermott and Darren Mattone, Crisis Prevention Team Leads, reviewed the Crisis Prevention teams, team roles, team goals, what was learned from the recent bomb threat and security improvements to be made on campus.

- Rob Couturier, President and Owner of The Lockdown Company, presented a detailed presentation of “the Boot”, a custom interior door security device; the ballistic shield, a custom interior/exterior door safety shield; and the rapid response placards, interior/exterior door room number placards.

4. Consent Agenda (*Board Action Required - Vote*)

Vice Chair Osborn moved approval of the consent agenda; second. Vote unanimous; motion carried.

A. Budget/Finance

- I. Financial Reports – *Teresa Sturuss*

B. Required Approvals – *Dr. Crandall*

5. Administrative Reports – there was nothing additional to report.
  - A. Student Success Report – *Dr. John Selmon*
    1. Enrollment
    2. Student Success Completion Agenda
    3. Personnel Report – *Kristine Anderson*
6. Business Non Operational
  - A. MCCA Report – *Trustee Oakes*
  - B. Foundation Update – *Vice-Chair Osborn*
    1. Endorsement of New FMCC Board Member
      - Trustee Portenga moved approval of Dr. Frank Marczak to the Foundation for Muskegon Community College Board; second. Vote unanimous; motion carried.
      - Last Friday Consumers Energy presented the Foundation with a \$25,000 check (a naming opportunity) for the MCC Downtown Center.
      - Management of the MCC University Park Golf Course will be brought in-house. Dr. Crandall stated that the Muskegon Country Club offered to help Muskegon Community College with training related to management of our golf course. Dr. Nesbary will follow-up and contact Tripp Johnson regarding opportunities.
7. Old Business
  - A. Construction Project Committees – *Dr. John Selmon*
    - Steering Committee
      1. Science Center
      2. Health Center – Jerry Conrad was recently appointed Director of the Lakeshore Fitness Center.
      3. Arts Center
      4. Downtown Center
8. New Business
  - A. Sole Source Purchase Request of “The Boot”, ballistic shields and rapids response room placards – *Dr. John Selmon*

Trustee Moore moved approval; second. Vote unanimous; motion carried.

Administration was asked to consider room numbering and to determine if it is time for an overhaul before the placards are placed.
  - B. Audit Reports for Year Ended June 30, 2015 – *Brickley DeLong*

Trustee Portenga moved approval of the audit; second. Vote unanimous; motion carried.
  - C. Audit Services Proposal – *Vice President Sturrus*

Vice Chair Osborn moved approval of extending the lead auditor’s tenure for the audit ending June 30, 2016; second. Vote unanimous; motion carried.
  - D. Lakeshore Fitness Center Capital Budget Request  
Trustee Portenga moved approval; second. Vote unanimous; motion carried.
9. Board of Trustees Policy Governance Manual Updates – *Dr. Crandall*
  - E. Policy Updates
  - F. Monitoring Reports

G. Ends Policy Review

- Student Success – *Dr. Donald Crandall*
  - a. Prepare students to pursue higher-level degree opportunities including transferring to four-year colleges and universities.
  - b. Develop skills necessary to enter and/or advance in the technologically sophisticated local and global workplace.
  - c. Meet the unique educational, cultural, and societal needs in the community.
  - d. Provide classes and/or programs that allow students to achieve their specific educational goals.

Edits will be forwarded to the Board for review and approval at the January Board meeting.

- Financial Stability
- Community Impact
- Health and Wellness
- Educational Level of the Community

H. Future Agenda Items – *develop Ends policies around fiscal performance/expectations in January 2016*

I. Board Evaluation

10. Announcements

- ❖ 7:30 a.m. Friday, January 15, 2016 – Martin Luther King Jr. Unity Breakfast – **Collegiate Hall**
- ❖ 3:00 p.m. **Tuesday**, January 19, 2016 – Board Work Session Financial Services Ends Policies was **CANCELLED by the Board.**
- ❖ 4:00 p.m. **Tuesday**, January 19, 2016 – Board Study Session
- ❖ **11:30 a.m.** Wednesday, January 20, 2016 – Board Meeting
- ❖ **12:30 p.m.** Wednesday, January 20, 2016 – Years of Service Luncheon – **Room 1200**

A. President's Report – *President Nesbary*

President Nesbary reported that the Community Foundation Board approved a \$100,000 donation to the Promise Zone Authority, moving the Promise Zone funding up to \$995,000. \$2.3M will fund every district county-wide.

B. Board Comments

With no further business, Trustee Portenga moved adjournment; second. The meeting was adjourned at 1:51 p.m.

Minutes submitted by Secretary, Nancy Frye.

/csd