



# Muskegon Community College

## BOARD OF TRUSTEES BOARD MEETING MINUTES December 18, 2013 - 12:30 p.m.

### Room 1100 – Lecture Hall Stevenson Center for Higher Education

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

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

#### 1. Agenda

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

#### 2. Minutes

- Open Finance Committee Minutes – November 18, 2013

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

- Board Study Session Minutes – November 18, 2013

Trustee Lester moved approval of the minutes; second. Vote unanimous; motion carried.

- Board Meeting Minutes – November 20, 2013

Trustee Oakes moved approval of the minutes; second. Vote unanimous; motion carried.

#### 3. Public Comments

- Recognize MCC's Nielsen Scholarship winner, Jennifer Lance – *Toby Moleski*

On behalf of the faculty association, Toby Moleski recognized MCC's Nielsen Scholarship Award recipient, Jennifer Lance of Holton, who hopes to become a social worker. Jennifer wrote an excellent essay on all MCC has to offer. Toby will forward a copy of the essay to Cindy DeBoef to share with the Board.

- On behalf of the faculty association and personally, Toby Moleski also wished Aaron Hilliard well on his new position. He noted that the position vacancy announcement notes an application deadline of January 10<sup>th</sup>, which seems too soon and would also prefer West Michigan familiarity be changed to nationally.

- Ryan Bennett, Business Agent with West Michigan Plumbers and Fitters Service Trades, Local Union 174 and Treasurer for the Yes for MCC campaign addressed the Board. When the campaign committee dissolved following the successful election, there was money left over that they weren't able to use for the campaign. They decided the best use of this donor money would be to donate it to the Foundation for MCC and Ryan presented a \$2,520 check to the Foundation. Ryan also gave Kudos to the Board and President Nesbary

for the successful campaign and pulling everything together for the vision to follow this thru with the new expansions. Ryan is a local contractor and encouraged the Board to keep as many of the construction jobs local as possible.

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

A. Budget/Finance

1. Finance Committee Report – *Trustee Lester*
2. Treasurer and Financial Reports – *Trustee Lester*

B. Personnel

1. Personnel Committee Report – *Trustee Mullally*

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

5. Administrative Reports

A. Academic Affairs – *Teresa Sturris*

B. Student Success Report – *Dr. John Selmon*

- a. Enrollment
- b. Student Success Completion Agenda

C. Personnel Report – *Aaron Hilliard*

There were no additional reports.

6. Business Non Operational

A. MCCA Report – *Trustee Lester*

There was nothing additional to report.

B. Foundation Update – *Vice-Chair Osborn*

Vice-Chair Osborn distributed donation forms for the Foundation and reported that Tina Dee will be receiving a \$20k nursing scholarship tomorrow on behalf of the Foundation.

7. Old Business

A. Construction Project Committees

a. Steering Committee

- Science Center
- Health Center
- Arts Center
- Downtown Center

There were no additional reports.

8. New Business

A. Permission to Post Administrative Director of Human Resources – *Dr. Nesbary*

Trustee Portenga moved approval.

There was a friendly amendment to remove “Familiarity of West MI preferred” (page 33) to make this a national search;

There was a second friendly amendment to extend the deadline to apply to January 31, 2014.

With the above friendly amendments to the position, the motion was seconded. Vote unanimous; motion carried.

B. Permission to Purchase Cisco Support – *Dr. Selmon*

Trustee Mullally moved approval; second.

A roll call vote was taken:

Trustee Frye – Yes

Trustee Lester – Yes

Vice-Chair Osborn – Yes

Trustee Mullally – Yes

Trustee Oakes – Yes

Chair Crandall – Yes

Trustee Portenga – Yes

Vote unanimous; motion carried.

C. Recommendation for Marketing Services – *Trynette Lottie-Harps*

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

D. Resolution to Ratify and Affirm the Acceptance of Bond Purchase Offer – *Dr. Crandall*

Trustee Portenga moved approval; second.

A roll call vote was taken:

Trustee Frye – Yes

Trustee Lester – Yes

Vice-Chair Osborn – Yes

Trustee Mullally – Yes

Trustee Oakes – Yes

Chair Crandall – Yes

Trustee Portenga – Yes

E. Max Busard Estate Gift – *Chair Crandall*

- The donation from the Max Busard Estate was discussed. There is an endowment fund within the Foundation where the gift could be deposited or it could be designated as a signature donation to the new science center being built by MCC. It was decided that Tina Dee will call Mr. Busard’s son, Andrew Busard, to discuss the MCC science center and determine if his father may have a preference for being a signature donor and discuss options. Tina will report back to the Board.

9. Board of Trustees Policy Manual Updates – *Chair Crandall*

10. Announcements

- **Board Retreat – Wednesday, January 8, 2014 at the Shoreline Inn Hotel – Sunset Board Room from 9:00 a.m. to 4:00 p.m. – construction, recommendations from downtown committee.**
  - Chair Crandall asked the Board what information is needed and what additional information would they like to discuss at the upcoming retreat?
    - This Friday a walk-through of downtown properties is scheduled, which may be discussed.
    - Future project managers and contracts the Board will need to approve going forward will be discussed. The Board had a hard time with the science project manager being from Lansing and in the future would like to 1) Add to future RFP's that the project manager will be from Muskegon County; 2) Change the procedure, instead of a committee making the recommendation, the top three will be recommended to the Board. Some of these issues could be discussed at the retreat. Vice-Chair Osborn has some additional ideas about this and would like to discuss this further.
- **The January Board meeting is scheduled for 11:00 a.m., followed by the Years of Service Luncheon at 12:30 p.m.**
  - A. President's Report – *President Nesbary*
  - B. Departmental Updates – *President Nesbary*
  - C. Board Comments

With no further business, Trustee Oakes moved the meeting be adjourned; second. The meeting was adjourned at 1:01 p.m.