



Muskegon Community College

BOARD OF TRUSTEES BOARD MEETING MINUTES

December 21, 2022 - 3:30 p.m.
Room 2109E – Main Campus

Present: Chair Osborn, Trustee Crandall, Trustee Frye, Trustee Moore, Trustee Mullally, Trustee Portenga

Absent: Trustee Cook

Chair Osborn called the meeting to order at 3:31 p.m. Chair Osborn stated that under #5 Business Non-Operational, Finance Committee will be added. Chair Osborn announced that the Board would be going into Closed Session at the end of this meeting for the purpose of real estate purchase.

1. Trustee Crandall moved approval of the Agenda with the addition of 5.C. and going into Closed Session; second. Vote unanimous; motion carried.
2. Public Comments and Presentations
 - Legislative Updates – William Lievens, Capitol Group Consultants LLC
The Michigan Legislature has changed control from Republican to Democrat including the Governor, Attorney General and Secretary of State. Legislative/Regulatory Issues for 2023: Earned Income Tax Credit Increase (EITC), Pension Tax Repeal, Right to Work Repeal, Prevailing Wage Required for State Contracts, Gun Control, Increased Public Education Funding, Increased Employee Training & School to Work Programs and Renewable Energy/Energy Efficiency Incentives. Community College Issues: 2023-2024 a likely increase in community college budget, a possible change in metrics for Operations Performance Funding and an opportunity for MCC Capital Outlay Projects in the 2023-2024 budget.
 - Department Report – Irene Church, Business/CIS/CJ Department Chair – Irene Church shared information on the Business Department.
3. Trustee Mullally moved approval of the Consent Agenda; second. Vote unanimous; motion carried.
 - A. Minutes
 - Board Meeting Minutes of November 9, 2022
 - B. Budget/Finance –
 1. Financial Reports
 2. Project(s) at a Glance
 - C. Required Approvals – *Chair Osborn*
4. Administrative Reports
 - A. President's Report –

We received eight proposals on the ADN to BSN proposal. The next steps are two approvals. The timeline is Fall 2023 for the program to be up and running. We will respond by January 8th to the applicants. Dr. Crandall and Chair Osborn will serve on the review team along with Administration.

Gary Allore President of Trinity Health Muskegon recommended President Selmon for appointment to the Trinity Health Grand Haven Board.

President Selmon is working closely with the Michigan Community College Association's Legislative Committee to help identify priorities for 2023.

The Muskegon Promise Zone is looking at ways to bring more students to the program.

President Selmon has been visiting with employers, attending community events, and visiting area superintendents. President Selmon met with the Boys and Girls Club and how we can partner with them. We are looking at having them join the Jayhawk Hub, the Jayhawk Advisory, have field work for students, internships, and our Admissions staff to be on their site.

The Association for College and University Educators (ACUE) training has had 40 faculty trained in teaching practices.

Reconnect is working to bring the age for qualifications from 25 years and older to age 21.

B. Student Success Report

1. Enrollment - Dr. Patti D'Avignon presented on enrollment. We have 3,243 enrolled and are 87% to our goal. New students are up 53.8%. The Admissions Staff has reached out to students who applied but have not registered. Marketing and Communications staff are working on advertising. Dr. D'Avignon explained ways that the Enrollment Team is working to improve Winter enrollment numbers.
2. Student Success Completion Agenda - We are working with EAB consultant with our Student Success Plan.

C. Personnel Report –

Kristine Anderson shared photos of our White Elephant gift exchange and pizza party today.

United Way campaign – We had 16 teams participate in our cornhole tournament. We are up 15% from contributions last year. We will also ask staff at Faculty Seminar Days to participate in United Way.

New Hires: Dr. Vanthony McMullan, Director of Diversity, Equity, and Inclusion. Elizabeth Arangure-Martinez, Student Success Coach.

Promotions/Changes: Denise Brown, Director of Upward Bound; Calvin Totten, Grounds Team; Amy Swope, Annual Giving and Donor Relations Manager.

Resignations: Aaron Richman has moved on to a role with Ellucian.

5. Business Non-Operational

A. Michigan Community College Association (MCCA) Report – Trustee Crandall

The Executive Committee of the MCCA Board evaluated Brandy Johnson and she accepted

the terms of a new contract.

B. Foundation Update –

An updated report on Susan Foley’s contract has been sent to the Board. The position has been posted to replace her as she is Interim Chief Advancement Officer. The Board would like specific recommendations for the next steps. The target date is March 1. Susan has been attending MCCA as Interim Chief Advancement Officer.

C. Finance Committee Update –

The Finance Committee met on December 19th. Trustee Moore stated the summary is on the Board Portal. Fall enrollment was below budget, state aid is under budget, and wages and fringes are under budget. We will monitor revenues and expenditures and make adjustments as needed.

6. Old Business

7. New Business

A. Annual Board Calendar – Trustee Mullally motioned for the dates as the third Wednesday of the month, with the exception of November 8; times of the meeting are open for further discussion. The meetings will take place in Room 2109E, unless otherwise noted. Discussion will be held at the January meeting.

B. Stevenson Center Heating Pipeline Replacement - Trustee Portenga motioned; second. Vote unanimous; motion carried

C. Foundation Stabilization work at the Sturris Technology Center -Trustee Portenga motioned; second. Vote unanimous; motion carried

D. National Fitness Campaign - Trustee Mullally motioned; second. Vote unanimous; motion carried

E. Charter Motor Coach Services - Trustee Moore motioned; second. Vote unanimous; motion carried

8. Board of Trustees Policy Governance – Chair Osborn

A. Review [Policy Updates](#)

II. Governance Process

B. Future Agenda Items

9. Announcements

A. Public Comments

B. Board Comments

C. At 5:05 Trustee Portenga motioned to go into closed session to discuss real estate; second. A roll call vote was taken:

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|------------------------|------------------------|
| Trustee Crandall – Yes | Trustee Mullally – Yes |
| Trustee Frye – Yes | Trustee Portenga – Yes |
| Trustee Moore – Yes | Chair Osborn – Yes |

Real estate was discussed.

Trustee Crandall made a motion to come out of closed session; second. A roll call vote was taken:

- | | |
|------------------------|------------------------|
| Trustee Crandall – Yes | Trustee Mullally – Yes |
| Trustee Frye – Yes | Trustee Portenga – Yes |
| Trustee Moore – Yes | Chair Osborn – Yes |

D. With no further business, the meeting was adjourned at 5:10 p.m.

Minutes submitted by Secretary Nancy Frye.

/ph