



Muskegon Community College

BOARD OF TRUSTEES BOARD MEETING MINUTES

March 16, 2022 – 12:30 p.m.
Room 1300 – Stevenson Center – Main Campus

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

Absent: Trustee Cook

Chair Osborn called the meeting to order at 12:31 p.m.

1. Trustee Moore moved approval of the Agenda; second. Vote unanimous; motion carried.
2. Public Comments and Presentations
 - Dawn Platt presented a department report on the Medical Assistant Program.
3. Trustee Frye moved approval of the Consent Agenda; second. Vote unanimous; motion carried.
 - A. Minutes
 - Board Meeting Minutes of February 16, 2022
 - Board Retreat Minutes of February 28, 2022
 - B. Budget/Finance
 1. Financial Report – *Beth Dick*
 - C. Required Approvals – *Chair Osborn*
4. Administrative Reports
 - A. President's Report – Dr. Nesbary highlighted a few additional items for his report.
 - B. Student Success Report – *Dr. John Selmon*
 1. Enrollment – Fall and winter combined have us at a three percent increase. Dr. Selmon presented a Summer enrollment snapshot, which has just begun and is off to a strong start. He also noted that we prepare students academically and athletically - the Women's and Men's basketball teams are both at national tournaments, and Josh Kenny, wrestler, won the national championship in addition to being voted Outstanding Wrestler. Our athletes are prepared for the next level, with many going on to Level I schools.
 2. Student Success Completion Agenda
 3. Project at a Glance – David Sturgeon reported that a request was recently submitted for a rebate totaling \$16,000 for this project.

- C. Personnel Report – Kristine Anderson reported two new hires Dan Eslick, Utility and Jon Mills Video Communications Manager (who is currently funded with HEERF dollars); and announced the resignation of Teresa Newmarch, Chief Advancement Officer. An update on the Presidential Search was also given.

5. Business Non-Operational

- A. MCCA Report – Trustee Crandall reported on the status of legislation for Bachelor of Nursing degrees to be offered by community colleges. There is some willingness by four-year institutions to work out a compromise with community colleges. Rep. VanSingel’s legislation related to this is dead and no longer a threat. We are pleased and excited about the 5% budget increase and additional 5% across the Board increase but are told this may be an either/or situation, and we must wait until it is finalized. The strategy is to move forward rapidly to finalize the budget and, in the meantime, develop a compromise with the four-year institutions.
- B. Foundation Update – Teresa Newmarch reported on the recent Foundation Board meeting where they evaluated first round grant proposals totaling \$9,500 with an additional \$9,500 to be awarded with the second round in the fall.

6. Old Business

7. New Business

- A. Trustee Portenga moved Approval and Endorsement of the 2022-2026 Strategic Plan Priorities and Goals; second.

Discussion ensued. Chair Osborn thanked everyone for their work on this and stated the Board appreciates all the time and effort.

Dr. Crandall stated the process used and the community involvement to develop the plan was very good, although some measurable objectives are very vague. The Board has to evaluate the process and whether Administration has met the goals set forth by the Board. In order to do so, they need to know what those goals are and how they are going to determine whether the goals have been met.

Dr. Crandall made a friendly amendment to the recommendation, adding a second recommendation: “The Board of Trustees will periodically receive reports on the measurable objectives of the MCC 2022-2026 Strategic Plan.”; second.

Trustee Moore noted the strategic plan is a living document and proposed the following friendly amendment “The Board will receive **quarterly** reports on the measurable objectives of the MCC 2022-2026 Strategic Plan”; second.

Trustee Mullally remains concerned that we might be suggesting giving priority to or earmarking resources based on protected group characteristics both for students and hiring and also believes it is important we embrace the phrase “equal opportunity.”

Trustee Portenga offered a friendly amendment “MCC will provide all students with **equal opportunity**,” second.

Vote unanimous; motion carried.

B. Beth Dick provided the FY 2022-2023 Estimate of Property Taxes and State Appropriation (*Informational - no action required*) to the Board. Beth noted, while MCC is still early in the budget development process, many figures are estimates at this time. The five percent increase in state appropriation and the additional five percent one time increase are built into this projection.

C. Trustee Mullally moved approval of the Selection of PFM Financial Advisors LLC as Financial Advisor; second.

Discussion ensued. Trustee Crandall stated the Board is usually provided with the organization’s locations and the total cost or a cost not to exceed, which were not provided and present a struggle for the Board of not knowing whether this is the best contract offered. Trustee Crandall moved to table this item (7. C.) and bring it back next month with the additional information needed, specifically the overall cost; second. Information of whether there are contingencies, or potential losses, or whether to do this sooner or later would also be helpful to the Board in making their final decision. Beth requested additional information on the level of detail the Board would like regarding the location of offices, etc., so she provides what the Board needs for the next Board meeting. For location, Trustee Portenga would like to know who is going to be working on this for us and their location. Trustee Crandall would like a general explanation of cost structure and estimates of what that could be in something that models our criteria (a reasonable amount of bond that we would refinance), along with penalties and risks. Vote unanimous; motion carried. Chair Osborn noted the Board usually sees and is able to review the RFP to know what we are asking for then Administration comes back with the results of those who met the qualifications. Going forward, getting that a little more defined would be helpful.

D. Trustee Crandall moved to delay the Selection of Dykema Fossett PLLC as Bond Counsel until next month until further information is received by the Board for basically the same information as requested in item 7. C.; second. Vote unanimous; motion carried.

E. Trustee Portenga moved approval of Permission to Release a Request for Proposal (RFP) for Vending Machine Operations; second. Vote unanimous; motion carried.

F. Trustee Moore moved approval of Permission to Seek Bids for Security Services; second. Vote unanimous; motion carried.

In the future, RFP’s will be uploaded to the Board portal for the Board’s reference.

8. Board of Trustees Policy Governance – Chair Osborn

A. [Policy Updates](#)

B. Future Agenda Items

9. Announcements – REMINDER – beginning next month Board meetings will begin at 3:30 p.m.

A. Public Comments – none given.

B. Board Comments

When Trustee Moore first started, the Board did a really thorough policy governance training. She asked if it might be time for a refresher. Chair Osborn agreed, especially with the new president coming on board.

Trustee Crandall thanked the Board and Dr. Nesbary for the flowers sent following his surgery. He shared a couple of encounters he had during his time in the hospital with excellent MCC healthcare staff.

With no further business, the meeting was adjourned at 1:55 p.m.

Minutes submitted by Secretary Nancy Frye.

/csd