



## Muskegon Community College

### BOARD OF TRUSTEES BOARD MEETING MINUTES December 20, 2023, 12:30 p.m. Room 2109E – Main Campus

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

- I. Agenda – Chair Osborn called the meeting to order at 12:30 p.m. Trustee Mullally moved approval of the agenda with the 5-year budget stabilization and new business moved up on the agenda. We will go into closed session at the end of the meeting for discussion on buying property. Second. Vote unanimous; motion carried.
- II. Public Agenda – Related Comments
- III. Presentations
- IV. Trustee Moore moved approval of the Consent Agenda; Second. Vote unanimous; motion carried.
  - A. Minutes
    - Board Meeting Minutes of November 8, 2023
  - B. Budget/Finance –
    1. Financial Reports – *Beth Dick*  
The finance committee met last Friday. Beth reported on the first quarter and the projection for the fiscal year.
    2. Project(s) at a Glance
  - C. Required Approvals – *Chair Osborn*
  - D. Personnel Report
- V. Administrative Reports
  - A. President's Report  
President Selmon reported on the Provost replacement timeline, Transfer-Out Rate, enrollment numbers, Student Success update and, recent Higher Learning Commission and Respiratory Therapy accreditation reports. Both accreditation reports were positive.

MCC's 2024 Legislative Priorities were turned into the Michigan Community College Association Legislative Committee and will be finalized in January. The hold up is around decisions that may harm member institutions.

Conversations are moving along with three health partners who are interested in leasing space in the Health and Wellness Center.

The CDL truck driving program is on hold, communication from the state to the training company has stalled.

ITEMS funding of \$1.3M is expected on January 16. There was discussion about aligning the spending with the new pending Facilities Master Plan, strategic plan, and approval of the Board.

Each board member received a book from President Selmon entitled, "Trusteeship in a Community College." Tickets for the Unity Breakfast are available for Board members.

- B. Student Success Report
  - 1. Enrollment
  - 2. Student Success Completion Agenda
- VI. Business Non – Operational
  - A. Michigan Community College Association Report  
Trustee Crandall shared information and had some discussion around ITEMS funding, 2024 Legislative Priorities and the Growing Michigan Together Council.
  - B. Foundation Update
- VII. Old Business
  - A. 5 – Year Budget Stabilization Plan  
Beth Dick presented a draft of the 5 – Year Budget Stabilization Plan. There was conversation around assumptions, annexation, Headlee Override, and Foundation fundraising goals. Before moving forward, we need to ask for a legal written opinion from an attorney about information regarding annexation.
- VIII New Business
  - A. Authorization to select Critical Response Group as a Sole Source Vendor for Critical Incident Mapping  
Trustee Mullally moved approval of Critical Response Group, Incorporated to perform critical incident mapping services for an amount not to exceed \$142,800. Second. Vote unanimous; motion carried.
  - B. Authorization to join the Michigan Liquid Asset Fund  
Trustee Portenga moved approval authorizing joining the Michigan Liquid Asset Fund. Second. Vote unanimous; motion carried. A roll call was taken:
 

Trustee Cook –	Yes	Trustee Moore –	Yes
Trustee Crandall –	Yes	Chair Osborn –	Yes
Trustee Frye –	Yes	Trustee Portenga –	Yes
Trustee Mullally –	Yes		
  - C. MCC Board of Trustees Annual Calendar  
Trustee Moore motioned for the 2024 Board of Trustees meeting to be on the 3<sup>rd</sup> Wednesday of the month at 12:30 p.m. Second. Vote unanimous; motion carried.
- IX. Board of Trustees Policy Governance – *Chair Osborn*
  - A. Policy Updates
    - I. Annual Code of Conduct

- B. Future Agenda Items
- X. Public General Comments
- XI. Board Comments/Announcements
  - I. MLK Jr. Unity Breakfast - January 12, 2024

At 2:30 p.m. Trustee Portenga moved going into closed session to discuss the potential of a real estate purchase. Second. Vote unanimous; motion carried.

A roll call vote was taken:

Trustee Cook –	Yes	Trustee Moore –	Absent
Trustee Crandall –	Yes	Chair Osborn –	Yes
Trustee Frye –	Yes	Trustee Portenga –	Yes
Trustee Mullally –	Yes		

At 2:50 p.m. Trustee Portenga made a motion to come out of closed session. Second. Vote unanimous; motion carried.

Trustee Cook –	Yes	Trustee Moore –	Absent
Trustee Crandall –	Yes	Chair Osborn –	Yes
Trustee Frye –	Yes	Trustee Portenga –	Yes
Trustee Mullally –	Yes		

- XII. With no further business, the meeting was adjourned at 2:50 p.m.  
Minutes submitted by Secretary Nancy Frye.  
/ph