



# Muskegon Community College

## BOARD OF TRUSTEES BOARD MEETING MINUTES

**November 9, 2022 – 3:30 p.m.**

**Room 1300 – Stevenson Center – Main Campus**

Present: Chair Osborn, Trustee Cook, Trustee Crandall, Trustee Frye, Trustee Moore, and Trustee Portenga

Absent: Vice Chair Mullally

Chair Osborn called the meeting to order at 3:33 p.m.

1. Trustee Frye moved approval of the Agenda; second. Vote unanimous; motion carried.
2. Public Comments and Presentations
  - Report on 2021-2022 Audited Financial Statements  
Eric Van Dop from Brickley DeLong reported on the 2021- 2022 Audited Financial Statements for Muskegon Community College.  
Jenni Wheeler reported on a clean audit. Thank you to Beth Dick and the financial team that worked on the audit.  
Trustee Moore recommends approval of the audit as presented. Second. Vote unanimous; motion carried.
  - FY2022-2023 1<sup>st</sup> Quarter Financial Presentation  
Beth Dick presented the Quarter Financials.  
Trustee Moore reported that the Finance Committee met earlier this week and they unanimously agreed to approve the Quarter Financials.
3. Trustee Moore moved approval of the Consent Agenda; second. Vote unanimous; motion carried.
  - A. Minutes
    - Board Meeting Minutes of October 19, 2022
  - B. Budget/Finance –
    1. Financial Reports – *Beth Dick*
    2. Project(s) at a Glance
  - C. Required Approvals – *Chair Osborn*

#### 4. Administrative Reports

##### A. President's Report –

MCC's Veterans Program is tomorrow at 2:30 in the Health and Wellness Center. The Holiday Brunch is Thursday, December 8.

Thank you to Dr. Crandall for recommending President Selmon to the Paul Harris award. Dr. Selmon was recognized for 10 years of service at MCC.

Dr. Selmon joined the Greater Muskegon Economic Development Board (GMED).

Trustee Cook and President Selmon attended the Association of Community College Trustees (ACCT) conference in New York City. Key takeaways were conversations about helping students with essential needs. A barrier students may face is legal support. Finding better ways to help incarcerated students, support and working with the health care community and getting data information to the Board were discussed.

Trustee Cook thanked MCC and Dr. Selmon for their support in attending the conference. We are excited about the prospect of legal aid to students. Some discussions at the conference were, Board and presidential evaluations, rural colleges, childcare barriers, equestrian programs, mobile internet training units, and housing.

The Accreditation Commission for Education in Nursing (ACEN) visited November 1-3 to review the practical nurse portion of the program. There are four steps in the accreditation process: Submission of the self-study and supporting documentation (September), visit by peer evaluators (November), Evaluation Review Panel (April 2023), and Board of Commissioners review (April 2023) and the final decision will be in May 2023. The site visitors concluded that MCC's practical nursing option is in full compliance. We recognize Chris Patterson for all her work. The site visitors were impressed with our staff. A lot of people were involved in the visit and are thanked for all their help.

The East Lake Division of the American Association of Geographers (ELDAAG) held their annual conference at MCC on October 27<sup>th</sup> and 28<sup>th</sup> with 140 participants. MCC and WMU chapters of Gamma Theta Upsilon – International Geographical Honor Society hosted the first ever service event hosted by a community college. Diana Casey and Candy Pickard were recognized for all their work.

##### 1. National Fitness Campaign (NFC)

Jason Shaughnessy presented. MCC has been identified as a possible recipient for an NFC grant based on community need.

##### B. Student Success Report

##### 1. Enrollment

Aaron Richman gave the Winter 2023 Enrollment Report. Registration for Winter is open. Dr. D'Avignon presented on selecting EAB for our Strategic Enrollment Management Consulting firm. They will be auditing our current Strategic Enrollment Management Plan.

##### 2. Student Success Completion Agenda

Retention – increase fall-to-fall retention rates from 49.2% in the 2020 cohort to 55% in the 2025 cohort.

Course Completion – increase the percentage of attempted college-level credits completed with a grade of C or better from 67.6% in Fall 2021 to 73% in Fall 2025.

Gateway English and Math – increase the percentage of students who successfully complete a gateway English and Math course by the end of their first year from 19.3% in Fall 2021 to 28% in Fall 2025.

Achievement Gaps – close achievement gaps for underrepresented students (students of color, Pell-eligible, and first-generation) by the Fall 2025 cohort.

C. Personnel Report

Kristine Anderson reported:

New employee: Patti Ochoa – Payroll Specialist started on Monday.

Moved to a new position internally: Megan Delgado, currently in Disability Services, now Student Services Specialist

Resigned: Cyndi Langlois – Associate Dean of Workforce and Talent Development

We kicked off the United Way campaign last Friday. The Cornhole Tournament competition is on November 16. United Way supports the Jayhawk Hub and our students.

Open enrollment closes Monday, November 14

5. Business Non-Operational

A. Michigan Community College Association (MCCA) Report

B. Foundation Update – Susan Foley, Interim Chief Advancement Officer will be leaving the end of the year.

6. Old Business

7. New Business

A. Learning Management System Modernization – Trustee Crandall motioned; second. Vote unanimous; motion carried.

B. Request for CDL Training Services – Trustee Portenga 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

The Women's Volleyball is in the NJCAA national tournament in Cedar Rapids, Iowa.

B. Board Comments

Chair Osborn and Trustee Portenga were elected to serve for six more years. Thank you to

Trustee Cook for her summary of the conference.

C. Adjourned: 5:18 p.m.

Minutes submitted by Secretary Nancy Frye.

/ph