



Muskegon Community College

BOARD OF TRUSTEES BOARD MEETING MINUTES December 18, 2019 – 12:30 p.m. 2109E – Board Room

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

Absent: Trustee Frye and Trustee Oakes

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

1. Trustee Crandall moved approval of the Agenda; second. Vote unanimous; motion carried.
2. Minutes
 - Trustee Moore moved approval of the Board Meeting Minutes of November 20, 2019; second. Page 3 will be undated to clarify the total purchase price of \$50,000. Vote unanimous; motion carried.
 - Trustee Portenga moved approval of the Closed Session Board Meeting Minutes of November 20, 2019; second. Vote unanimous; motion carried.
3. Public Comments and Presentations
 - Jayhawk Hub – Sally Birkam, Heidi Romero and Patti D’Avignon gave a presentation on the Jayhawk Hub, the partnerships, help available, etc.
 - MCC updates on Free Textbooks, Online Textbook Access Codes, etc. – Lisa Anderson and Kim Oakes gave a presentation on Open Educational Resources (OER’s) OpenStax, Book Rentals, which all save the students a significant amount of money.
4. Trustee Portenga moved to approve the Consent Agenda (*Board Action Required - Vote*); second. Vote unanimous; motion carried.
 - A. Budget/Finance
 1. Financial Reports – *Ken Long*
 - B. Required Approvals – *Chair Osborn*
5. Administrative Reports
 - A. Student Success Report – Dr. John Selmon gave updates on Winter enrollment and Student Success initiatives.
 1. Enrollment
 2. Student Success Completion Agenda
 - B. Personnel Report – Kim Salinas reported the resignation of Heidi Feldpausch from the Life Science department.

6. Business Non Operational

- A. MCCA Report – Trustee Crandall referred to lobbyist Bill Lievens’s most recent report, noting the case against tuition restraint and MCCA’s position. He also indicated the Board should be familiar with the MI Opportunity and MI Reconnect programs as they will be coming up for vote soon.
- B. Foundation Update – Ken Long indicated the next FMCC Board meeting is scheduled for early January. Ken expects to have more information at the January Board meeting, as well as results from the end of year campaign.

7. Old Business

- A. Updates – *Dr. John Selmon*
 - I. Capital Outlay – Dr. Selmon reported we expect to know something later in the spring for completion of the Theater, which was submitted to Capital Outlay. Sen. Jon Bumstead will be on campus tomorrow with Dr. Nesbary and Dan Rinsema-Sybenga to see where the FARM Project is going, tour through the Art and Music Center and to tour the Theater as well.

8. New Business

- A. Trustee Crandall moved approval of the FARM Project location and lease; second. Vote unanimous; motion carried.

Dan Rinsema-Sybenga gave a brief update on the project. An initial \$20,000 payment will be made to MCC by the Community Foundation for Muskegon County. An additional \$30,000 payment will be made to MCC if the Foundation exercises the option to purchase the building at the end of the five-year lease. MCC Parking is addressed in the lease, as well as clearly outlining the Stebbins Road access. Provisions were added that prohibit dairy and meat due to odor concerns, as well as language that prohibits interfering with MCC’s utility easements.

Vote unanimous; motion carried.
- B. Permission to Contract with Trane to Rebuild the Stevenson Center Chiller Compressor – Trustee Moore moved approval; second. Vote unanimous; motion carried.
- C. Lakeshore Fitness Center (LFC) Maintenance & Repair Update Replacement of Two Sets of Entrance Doors and Installation of ADA Door Operators –Trustee Crandall moved approval; second. Trustee Portenga noted that in context, this is the fifth year of a five-year plan. Vote unanimous; motion carried.

9. Board of Trustees Policy Governance – *Chair Osborn*

- A. [Policy Updates](#)
- B. Future Agenda Items
 - Muskegon Promise Updates
 - Tuition – In-district, Out-of-District, Promise Students

10. Announcements

- A. President’s Report – *Dr. Nesbary*

B. Board Comments - Diana thanked everyone who made presentations today. She stated it shows how we work together internally and in the community. She wished everyone a great holiday.

❖ Board Retreat to Discuss & Strategize re: the Muskegon Promise
Friday, March 2, 2020 from 9:00 a.m. to 1:00 p.m. – Location TBD

UPCOMING ANNUAL BOARD CALENDAR ITEMS

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| January | Approve current year Board Meeting Calendar |
| | <ol style="list-style-type: none">1. Sign Annual Code of Conduct Acknowledgement of Agreement.2. Members will annually disclose their involvements with other organizations, with vendors, or any associations that might be or might reasonably be seen as a conflict. |
| <i>Quarterly Financial Review</i> | |
| <i>Service Award Luncheon</i> | |

With no further business, the meeting was adjourned at 1:38 p.m.

Minutes submitted by Secretary Nancy Frye.

/csd