



Muskegon Community College

BOARD OF TRUSTEES BOARD MEETING MINUTES December 19, 2018 – 12:30 p.m. 400Z – Board Room

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

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

1. Agenda – Trustee Mullally moved approval of the agenda; second. Vote unanimous; motion carried
2. Minutes
 - Board Meeting Minutes of November 14, 2018 – Trustee Oakes moved approval; second. Vote unanimous; motion carried.
 - Board Meeting Minutes Closed Session – November 14, 2018 – Trustee Mullally moved approval; second. Vote unanimous; motion carried.
3. Public Comments and Presentations
 - George Maniates voiced disappointment with Board approval at the November meeting of \$190,000 to replace a boiler at the Lakeshore Fitness Center and that \$4.2M has gone into operating the facility since it was acquired. George appealed to the Board to consider asking for community assistance. Post a 90-day notice and see who comes forward, if there is no interest, sell the property.
 - Andy Wible addressed the Board with his concerns stating that MCC is losing \$50,000 a month on the Lakeshore Fitness Center, which is limiting the good things we are able to do on our campus. He appealed to the Board to please close the facility down within 90 days. With the new Arts & Humanities area, there are three areas that are going to be “white boxed” due to lack of funding, three months of savings could cover this cost and 6-months of savings could cover the cost of additional desired renovations for the Theater. He added, if we can get community help great, if not, we gave it a good effort.
 - Former State Rep, community member, and incoming County Commissioner Marcia Hovey-Wright spoke in favor of the Lakeshore Fitness Center. She has been a lifetime member and knows many members who attribute their sustained health and wellbeing to their connection with other members and the exercise they get at this facility. There is growing support for “Friends for the Fitness Center” – a group of LFC members, businesses, and community members, who have begun working on solutions. Marcia distributed a handout of what this group is working on and willing to do to save this community asset.
 - Pete Bosheff, community member and LFC member, also spoke in support of the LFC. He indicated if we all can come to the table over the next 90-180 days and really take a look at what needs to happen, with the use of a very thorough, objective needs assessment, he feels this great community asset can be saved.

- Jeff Lohman, Director of the LFC, stated he would be more than willing to sit down with anyone to discuss partnerships and what they offer at the LFC. He stated membership has actually gone up since MCC took over and summarized many of the programs they offer.
 - Sherri Chandler, faculty and LFC member indicated while she loves the fitness center, she would much rather see that money spent on full-time instructor's for MCC gateway courses instead of the many part time instructors they currently have.
 - Bill Lievense, Capitol Group, gave legislative updates.
 - Becky Evans, Lisa Anderson and Kim Oakes gave a detailed presentation on Open Educational Resources. OEM is a program that saves students thousands of dollars on textbooks and offers excellent, high quality classroom digital resources. OEM is a "grass roots effort" they initiated here on the MCC campus.
4. Consent Agenda (*Board Action Required - Vote*) Vice Chair Osborn moved approval; second. Vote unanimous; motion carried.
- A. Budget/Finance
- 1. Financial Reports – *Ken Long*
 - B. Required Approvals – *Chair Crandall*
5. Administrative Reports
- A. Student Success Report – Dr. John Selmon gave updates on enrollment and student success initiatives.
- 1. Enrollment is still down a bit from last year, about 15% shy of the winter goal for contact hours. Some of the decrease is due to systems being down for a week, as well as students dropped for non-payment last week.
 - 2. Student Success Completion Agenda – Kelley Conrad reported that the Student Success Strategy Team takes a group to the Achieving the Dream Annual Conference every year and this year applications were opened up with a college-wide invitation. Nine or ten individuals applied for two seats and Christopher VanOosterhout, who teaches computers and business and George Sharp, a MCC counselor, were chosen to join the team at the AtD Conference.
- B. Kristine Anderson presented the personnel report.
- There was one internal move, Ruben Cortez moved from third shift custodial to the new position at the Health & Wellness Center.
 - Several groups were on campus to conduct training: Mercy Health held a small session titled "Staying Sane for the Holidays"; Michigan Rehab Services discussed disability and disability resources; and TIAA Cref held a retirement session.
 - Cheryl Hite will be retiring from Custodial in March.
6. Business Non Operational
- A. MCCA Report – Trustee Oakes presented MCCA updates and asked the Trustees to please join her in giving to the Political Action Committee before the end of the year.
- B. Vice Chair Osborn gave Foundation updates
- A very nice and successful donor appreciation brunch was held prior to the Grand Opening of the new Health & Wellness Center – it was a great day. The Foundation received a naming opportunity for the indoor track at the new Health & Wellness Center, which was given from the John G. "Jack" Thompson Fund. Jack, a former president from 1977 to 1986, was very into fitness and wellness. Previously his fund provided for the track that runs along Marquette and

running alongside the building. Money from his fund has also been placed in an endowment to support the recently created pathways recruitment program at MCC.

- A reminder was shared, to think about MCC when considering year-end giving.
- The next Foundation meeting is scheduled for January 9, 2019.

7. Old Business

A. Construction Project Committees – *Dan Rinsema-Sybenga*

- Steering Committee
 1. The new Health & Wellness Center will officially open January 7, 2019 at 6:30 a.m.
 2. Arts & Humanities Center – The walls in the Arts & Music building are up and they are finishing the drywall. The construction company is anticipating being done in the March/April timeframe.

- B. Lakeshore Fitness Center Updates (*standing item*) – The Board has been addressing issues and expressing significant concern about the losses at the LFC. They are in general agreement about what the issues are and are all on the same page. Jeff Lohman, LFC Director, reported that Eduardo Bedoya assisted the LFC in applying for a grant through the senior millage, which offers 25 seniors the opportunity to go through LFC's Next Steps program, a doctor referred fitness program covering nine categories (cancer, diabetes, pulmonary, cardiac, fit for surgery, mobility, etc.) Following conversations with the grant manager, Jeff is optimistic this grant will make it to the next round. There is no end on this grant, which will hopefully allow LFC to get more seniors through this program. Jeff has also invited the MCC Board to go through the Next Steps program at no cost, to see how the program works.

8. New Business

- A. Permission to issue an RFQ for furniture for the Arts & Humanities Project – Trustee Moore moved approval; second. Vote unanimous; motion carried.

- B. Grand Haven Property Acquisition and Project Budget Estimate – Trustee Mullally moved approval; second. Discussion ensued. This does not include the vacant property next to the building; therefore, the purchase price was reduced from \$425,000 to \$375,000. Due to renovation costs coming in higher than anticipated, the payback has gone from 8.4 years to 10.2 years. Vote unanimous; motion carried.

- C. Request for Quote for Grand Haven Construction Project – Trustee Oakes moved approval; second. Vote unanimous; motion carried.

- D. Approval of Amendments to Foundation for MCC Bylaws – Trustee Portenga moved approval; second. Discussion ensued.

Trustee Portenga moved to amend the Foundation for MCC Bylaws, Article IV: Foundation Board of Directions, Section 3: Terms, by removing the following statement: “*Members may serve up to three (3) consecutive terms.*” second.

Vote unanimous; motion carried. Recommended deleting the limitation language.

Trustee Moore moved to amend the Foundation for MCC Bylaws, Article VIII: Executive Committee, Section 2: Composition of the Executive Committee, by inclusion of Immediate Past President of the Foundation Board-voting; Moore; second. Vote unanimous; motion carried.

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

A. [Policy Updates](#)

B. Monitoring Reports

- C. Ends Policy Review and Approval
 - Financial Stability
 - Community engagement survey outcomes
 - Health and Wellness
 - Educational Level of the Community
- D. Future Agenda Items
 - Policy Governance Evaluation
 - Board Evaluation – Trustee Moore has received six of seven evaluations. A request was made to complete the seventh evaluation, which is in process. A draft for Board review and feedback was distributed and the final evaluation will be presented at the January Board meeting.

10. Announcements

- A. President's Report – *Dr. Nesbary* – Dr. Nesbary introduced ellucian General Manager Dave Buck. Mike Alstrom, CIO, shared information about the recent malware attack on MCC and recognized Jason Miller, Candy Pickard and the entire IT team for their work on this attack. The Board thanked Mike, ellucian and the entire IT team as well.
- B. Board Comments
 - Trustee Portenga distributed a summary of the New York ACCT Conference he recently attended. A statistic that really struck him was that 75% of students who drop out have 2.0 or above GPA; 44% have GPA's between 3 and 4; doing poorly academically is not the reason students stop attending. Some colleges have switched to an 8-week term, and Administration was asked to consider this. Their research indicates students drop out about the 11th week and it is typically the result of family matters, money, outside factors not having to do with their grades. In a four-year study, two different schools increased their completion rates from 19% to 49% with 8-week terms. Trustee Portenga also discussed some financial incentives he learned about at the conference.
 - Chair Crandall discussed an area on MCC's dashboard report where we are really struggling is the completion rate of black male students. The Board would be interested in looking at what the issues are, what we are doing, etc. and then developing a strategy of how we might move forward and improve on this. Dr. Nesbary indicated we are looking at the Oklahoma City model, which is excellent, and it has been shared with colleagues who are reviewing this model to determine how MCC might replicate this model here on campus.
 - Kelley Conrad shared that in some areas MCC now offers 8-week classes (Cisco certification and Automotive).
 - Trustee Moore wished a Happy New Year and stated she really enjoys working with everyone and appreciates the work the college, faculty, staff and the Board are doing. She inquired about notifications whenever there is an article about the College in the media. Cindy DeBoef will begin forwarding Google alerts to the Board.

With no further business, the meeting was adjourned at 2: 22 p.m.

Minutes submitted by Secretary Nancy Frye.

/csd