



# Muskegon Community College

## BOARD OF TRUSTEES BOARD MEETING MINUTES December 15, 2021 – 12:30 p.m. Room 122 – Sturris Technology Center

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

**Absent:** Trustee Moore

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

1. Trustee Mullally moved approval of the Agenda; second. Vote unanimous; motion carried.

2. Public Comments and Presentations

- Foundation for Muskegon Community College (FMCC) Board of Directors – *FMCC President Arn Boezaart*  
FMCC Board Members were recognized: Edgar Watson, Renee Johnson, Kathy Moore, Diana Osborn, Janie Brooks-Davis, Diana Casey, Brennen Gorman, Michael Verstraete, Andy Wible, Tom Harryman, Cedric Jenkins, and Keria Shindelcker. Arn reported their commitment is to grow the Foundation. At the end of October, they held a \$770,000 balance, in addition to \$2.3 million held at The Community Foundation. The FMCC continues growing the employee fund as a way of engaging campus employees in the philanthropic effort. They have had 22 MCC members participate, and the assets have grown to over \$17,000. They are relaunching the grant-making program. In January they hope to have in place the Advisory Committee for the employee fund.  
  
Teresa Newmarch reported that the Foundation has two pools for endowment, internal Foundation funds, and funds at The Community Foundation for Muskegon County. The Alumni Relations is an Advisory Committee to the FMCC Board. They are revamping “Reflections” and refining their case statement/strategic plan.
- Legislative Updates – *Bill Lievense*  
With the COVID-19 pandemic and pressure on the healthcare community, the Baccalaureate Degree Bill was introduced on the House floor. MCCA is in support of the legislation and the healthcare community is also behind this.  
  
Economic Development Plan – a Bill with a development fund to incentivize companies to stay in Michigan, which is now on the Governor’s desk.
- Department Report – College Success Center – JB Meeuwenberg conveyed the College Success Center staff and faculty includes: Jamie Wright, Hollie Benson, Pauline Keith, Emily Butkevich, Marcia Truxton-Frye and JB as Chair.
  - Their goal is to assist students in attaining academic success and they do this by helping students discover how they learn best and helping them to develop the skills necessary for becoming independent learners.
  - Courses offered include – College Success Seminar, Math and Reading, and the Writing Center, which is helping to create better writers. Online readiness training is timely to prepare students. Partnerships with all the academic departments. Tutoring services have returned to the College Success Center.
  - Michigan Reconnect Mandates – future guidelines to reach college-level courses/transferrable courses within one semester.
  - Expanding Academic support to nights, weekends and online.

3. Trustee Portenga moved approval of the Consent Agenda; second. Vote unanimous; motion carried.

A. Minutes – Board Meeting Minutes of November 17, 2021

B. Budget/Finance

I. Financial Reports – *Beth Dick*

C. Required Approvals – *Chair Osborn*

4. Administrative Reports

A. President's Report – *Dr. Nesbary*

Dr. Nesbary has discussed the BSN bill with Brandy Johnson, the new president of the MCCA.

B. Student Success Report – *Aaron Richman and Kristin Tank*

I. Enrollment Aaron Richman reported on Winter 2022 enrollment, which set the goal of a 2% overall increase this year.

- A total of 3,199 students are enrolled for Winter, which is 90% to goal and new students are up 14% compared to last year. There are still many Future for Frontliners and Reconnect students enrolling. A virtual Town Hall is scheduled for tomorrow, to welcome students and direct them to needed resources.

Kristin Tank presented the Winter 2022 Marketing and Communications Plan. Promotions are on social media, new posters, texts, billboards, posters inside MATS busses, emails, and more. Outside signage was updated to promote our Vision and new digital signage is being installed at Marquette and Quarterline.

2. Student Success Completion Agenda – *JB Meeuwenberg*

Two DREAM scholars have been nominated to apply to the National DREAM program, and Lisa Ribbe and Patti D'Avignon have applied to present at the National DREAM conference in February. A data team is being assembled.

3. Projects-at-a-Glance

- Work is underway to change the heating and cooling valves in the Stevenson Center, with the goal of comfort and stability.

C. Personnel Report – *Kristine Anderson*

- Shundrice Brown has been hired for the position of Human Resources Generalist. Shundrice participated in the WINGS program at MCC.
- Sally Birkam, Dean of Student Services and Al Thomas, Automotive Faculty will be retiring this month.

5. Business Non-Operational

A. The primary focus is on the baccalaureate degree for Nursing.

6. Old Business

A. Presidential Search – *Kristine Anderson*

The search committee will complete training and the profile will be brought back to the Board next month. Search committee members are: Chair Diana Osborn, Trustee Don Crandall, M.D., Trustee Kathy Moore (Board Treasurer), Dequecha Crews (ESS), James Royce (Custodial/Maintenance), two AtD Dream students, Mary Moore and Adera Merriam, Jennifer Klingenberg (Faculty), Heidi Romero (APS), Yolanda Burris (Faculty), Dr. John Severson (MAISD Superintendent), community members, Cathy Brubaker-Clarke (Community Development), Linda Dunmore (Mercy Health), Steve Olsen (Northern Machine Tool Company), Todd Jacobs (Community Foundation of Muskegon County/President CEO), Kristine Anderson (MCC Search Liaison), and Dr. Preston Pulliams (Executive Search Chair). Listening forums are being

conducted Friday morning for all campuses, two community meetings are scheduled for December 17 and December 21 with pre-registration required. Next steps: profile for approval in January and a tentative timeline.

7. New Business

- A. The 2022 Board of Trustees Meeting schedule was reviewed with a suggestion to consider changing the meeting start time to 3:30 p.m. Meeting dates will be approved and further discussion on the time of the meeting will take place at the January Board meeting.

Trustee Portenga moved approval of changing the meeting date in November to November 9, 2022; second. Vote unanimous; motion carried.

- B. Distinguished Faculty Status – Vice Chair Mullally moved approval to appoint Dr. Susan Meeuwenberg to Distinguished Faculty Status; second. Vote unanimous; motion carried.

- C. Faculty Professional Development – Trustee Portenga moved approval to award and contract for Faculty Professional Development with ACUE; second. Vote unanimous; motion carried.

- D. Storm Damage – Vice Chair Mullally moved approval for permission to be granted to award West Michigan Tree Services the contract to complete tree removal and maintenance services; second. Vote unanimous; motion carried.

- E. New Jobs Training Agreement with I'move – Vice Chair Mullally moved approval for the resolution authorizing New Jobs Training agreement with I'move; second. Vote unanimous; motion carried.

- F. Presidential Search Committee – Trustee Crandall moved approval of the Presidential Search committee with the change of two community members to three; second. Vote unanimous; motion carried.

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

- A. Review [Policy Updates](#)

2.14 – 4. a. The last bullet point should read “(Optional if many participants) and be non-repetitious in the points made and/or the rationale used to make your points. The Chairperson may limit your time if positions and/or rationale are repetitious.”

Trustee Portenga moved that the most recent amended version of the Board of Trustees Policy Governance Manual as published by the President’s office through Paula Halloran be adopted with the change of 2.14 – 4. a; second. Vote unanimous; motion carried.

- B. Future Agenda Items

9. Announcements

With no further business, the meeting was adjourned at 2:17 p.m.

Minutes submitted by Secretary Nancy Frye.

/ph