



# Muskegon Community College

## **BOARD OF TRUSTEES BOARD MEETING MINUTES February 20, 2019 – 12:30 p.m. 400Z – Board Room**

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

**Absent:** Trustee Oakes

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

1. Agenda – Trustee Crandall moved approval; second. Vote unanimous; motion carried.
2. Minutes
  - Board Organizational Meeting Minutes – January 16, 2019 – Trustee Frye moved approval; second. Vote unanimous; motion carried.
  - Board Meeting Minutes – January 16, 2019 – Trustee Mullally moved approval; second. Vote unanimous; motion carried.
3. Public Comments and Presentations
  - Board Secretary, Nancy Frye, read a resolution from the Board of Trustees and President Nesbary honoring Holly Hughes. Trustee Moore moved approval; second. Vote unanimous; motion carried. The resolution was presented to Holly Hughes.
  - Board Secretary, Nancy Frye, read a resolution from the Board of Trustees and President Nesbary honoring Goeff Hansen. Trustee Crandall moved approval; second. Vote unanimous; motion carried. The resolution was presented to Goeff Hansen.
  - Board Chair, Diana Osborn, read a resolution honoring Dr. Donald Crandall. Trustee Moore moved approval; second. Vote unanimous; motion carried. The resolution was presented to Dr. Crandall, along with a custom gavel honoring his service as Board Chair from 2011 through 2018.
  - Updates on the MCC Fab Lab were presented by David Stradal, who also shared examples of how the Fab Lab is being used, as well as future plans.
  - Tom Harryman shared information and an invitation to “*Spring Awakening*”, opening this evening at Overbrook Theater. Tom thanked Dr. Nesbary and the Board for their continued commitment to Arts programming and education and their commitment to the Arts & Humanities renovation project. Tom noted however, this project will open with three unfinished rooms in the Art and Music building and virtually no architectural and mechanical changes needed in the Frauenthal Foundation Art Center Building. As Department Chair, Tom urged administration and the Board to reconsider and reevaluate

the college's support of the Lakeshore Fitness Center, stating he hates to see dollars go into that facility while our on campus buildings go wanting.

- Ellen Beal, a community member, presented updates from the Friends of the Lakeshore Fitness Center group and thanked MCC for continued support of the LFC. The group feels it is important MCC continue to be a part of the LFC. They would like the opportunity to organize, strategize on membership building, fundraising, and developing partnerships to help defray the costs MCC is taking on. Their second meeting is this evening, with a lot of excitement and support for the LFC and MCC. They will present a plan at the next Board meeting and develop a timeline to determine what they believe can be accomplished. As taxpayers, they support the college and ask that the college support the community.
  - George Maniates, Faculty Association President, addressed item 8. A. stating, "We are running a deficit of \$1,000 or more every day the Lakeshore Fitness Center is open" and pleaded with trustees to vote 'no' on item 8. A. and begin extracting from the facility.
  - Trustee Portenga noted the board is making some big decisions and agrees we cannot run this facility on our own, we need some collaboration. He remarked, "We can start looking at every department at the college to determine whether or not we are making money, not just the Lakeshore Fitness Center, but we also need to look at what impact various programs are having in the community."
  - Trustee Crandall added, when the board started its strategic plan five years ago there were four priorities: 1) Science Center to address needed STEM education; 2) Technology Center – we were hearing from employers they didn't have people trained to do the jobs they needed; 3) Health & Wellness – one of the major issues being Muskegon County is one of the most unhealthy communities in the country; 4) Arts & Humanities. At that time, the community had unemployment, a dying city center and people weren't being trained. The Board agreed all four issues were absolutely critical for moving forward. The community approved a \$24M millage to address these four projects. MCC has spent over \$50M with state and federal grants and community donations. The business plan has changed over time. We are working with local developers, with community leaders and have been working for months on these things.
  - Chair Osborn thanked everyone for their comments and stated the board is talking about this, thinking about this, and planning. Chair Osborn appointed an ad hoc committee of Trustee Crandall and Trustee Portenga to look at these projects and keep bringing us together, so we can move forward.
4. Consent Agenda (*Board Action Required - Vote*) Trustee Moore moved approval; second. Vote unanimous; motion carried.
- A. Budget/Finance
    - I. Financial Reports – *Ken Long*
  - B. Required Approvals – *Chair Osborn*

5. Administrative Reports

A. Student Success Report – *Dr. John Selmon*

1. Enrollment.

- The enrollment report reads January 2017 to January 2018; this will be corrected to read January 2018 to January 2019.
- Enrollment is down in contact hours (-3.6%) and headcount (-5.8%). Work continues following the Strategic Enrollment plan and developing a master plan.
- MCC meets with the new marketing firm, Grey Matter Group, on Friday to strategize on the marketing approach going forward.
- A plan is being developed to use text messaging with students, meeting them in their environment.
- “Complete your Degree” is a new piece being reviewed. St. Clair Community College is the only program in the state currently using it. The program works with the local foundation to provide additional support for students such as childcare, car repairs, rent and offers resources students lack that cause them to drop out. MCC is working with our local community foundation on this initiative.
- With the Governor’s new announcement about support for community colleges, MCC is following developments at the state level through Muskegon Opportunity. Dr. Nesbary also emailed the Board an analysis from Talent 2025 of the Governor’s state-of-the-state address.

2. Student Success Completion Agenda

- MCC received recertification through June 2021 as an AtD Leader College, but did not receive the AtD Leader College of Distinction award. MCC will meet with the AtD reviewers of the Leader College of Distinction Award to determine where we fell short.
- MCC’s Leadership Success Team is currently in Long Beach, CA presenting on the great things MCC is doing related to student success and learning what else we can do to support our students.
- Erica Orians, Executive Director for the Michigan Center for Student Success with the MCCA, presented to faculty and staff at Winter Faculty Seminar Days. Erica discussed 13 practices community colleges are using around the country, many of which MCC is either involved in or leading the way.

- B. Personnel Report – *Kristine Anderson* – MCC’s healthcare partners and brokers, Advantage Benefits Group, were on campus twice in the last month discussing ways to keep healthcare costs down and help decrease our healthcare cost. Additional information will be shared with employees.

6. Business Non Operational

- A. MCCA Report – *Trustee Oakes & Trustee Frye* – Two weeks ago, Dr. Nesbary and several community college presidents testified before the House Appropriations Subcommittee on Higher Ed. Today Community College lobbyists are meeting with the Governor and will be reporting back. All Community College Presidents will meet with the Governor on Friday.

B. Foundation Update – Chair Osborn

- The Foundation Board will be meeting in March. They continue to try to expand membership on their board.
- Several Foundation Board members, Dr. Nesbary, and Amy Swope attended the MCCA Academy for Fundraising Excellence. Some future trends for community colleges are pushing them to increase private donations and to look at bringing everybody onto the team to be involved in fundraising through the community foundation. The FMCC wants to join forces with the Board of Trustees and the Foundation Board in doing that.
- With state funding decreasing and issues in enrollment, there are a number of things going on. The industry is changing and we need to change with it. Information will be forthcoming.
- Naming and donation opportunities are being shared with alumni and retirees.
- With Trustee Moore newly elected as Treasurer for the Board of Trustees, the bylaws of the BOT automatically put the Treasurer onto the Foundation Board.

7. Old Business

A. Construction Project Committees – *Dr. John Selmon*

- Steering Committee
  1. The Health & Wellness Center is complete.
  2. Arts & Humanities Center – The Art and Music building will be completed by the end of March and additional Theater work may be done if there are additional dollars left in the budget.

B. Lakeshore Fitness Center Updates (standing item) – please refer to item 3. Public Comments above.

8. New Business

- A. Permission to Sole Source and Purchase a Surge Tank Assembly for the Lakeshore Fitness Center – Trustee Portenga moved approval; second. Discussion ensued. Dr. Crandall noted there is no new money for this, it is being replaced with money budgeted previously. Vote unanimous; motion carried.
- B. Permission to Award Grand Haven Modified Construction Management Contract – Trustee Crandall moved approval; second. Dr. Crandall asked for an explanation/definition of what the “plus general conditions” are, which Dan Rinsema-Sybenga provided. Vote unanimous; motion carried.

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

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 summarized the results of the Board’s evaluation, a handout was distributed and results will be uploaded to the Board portal.

10. Announcements

- A. President’s Report – Dr. Nesbary noted the Nursing Program not only achieved the highest possible score on the NCLEX-RN and NCLEX-PN again, but continue to score above the national average.
- B. Board Comments
- Chair Osborn – Polled the Board on how they felt the meeting went today and they agreed it went pretty well.

❖ [Tour the Arts & Humanities Center immediately following today’s Board Meeting](#)

With no further business, the meeting was adjourned at 1:54 p.m.

Minutes submitted by Nancy Frye, Secretary.