



Muskegon Community College

**BOARD OF TRUSTEES
BOARD MEETING MINUTES
February 19, 2014 – 12:30 p.m.**

Room 1100 – Lecture Hall Stevenson Center for Higher Education

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

Chair Crandall called the meeting to order at 12:31 p.m.

1. Agenda

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

2. Minutes

- Board Retreat Minutes – January 8, 2014. Trustee Portenga moved approval of the minutes; second. Vote unanimous; motion carried.
- Board Study Session Minutes – January 13, 2014. Trustee Oakes moved approval of the minutes; second. Vote unanimous; motion carried.
- Board Meeting Minutes – January 15, 2014. Trustee Lester moved approval of minutes; second. Vote unanimous; motion carried.

3. Public Comments

There were no public comments.

4. Consent Agenda (*Board Action Required - Vote*)

A. Budget/Finance

1. Finance Committee Report – *Trustee Lester*
2. Treasurer and Financial Reports – *Trustee Lester*

B. Personnel

1. Personnel Committee Report – *Trustee Mullally*

Vice-Chair Osborn moved approval of the consent agenda; second. Vote unanimous; motion carried.

5. Administrative Reports

- A. Academic Affairs – *Teresa Sturris*
- B. Student Success Report – *Dr. John Selmon*
 - a. Enrollment
 - b. Student Success Completion Agenda
- C. Personnel Report – *Jerry Conrad*

There were no additional reports.

6. Business Non Operational
 - A. MCCA Report – *Trustee Lester*

There was nothing additional to report.
 - B. Foundation Update – *Vice-Chair Osborn*

Vice-Chair Osborn noted that the Jayhawk Scramble is scheduled for Friday, June 13, 2014, and forms are now available to sign up and for sponsorship.
7. Old Business
 - A. Construction Project Committees
 - a. Steering Committee
 - i. Science Center
 - ii. Health Center
 - iii. Arts Center
 - iv. Downtown Center
 - It is anticipated the Board will receive a recommendation on the size and content for the downtown campus at the March Board meeting.
 - The health center committee has a few site visits scheduled over the next few weeks. Any of the trustees interested in participating were asked to contact Cindy DeBoef.
 - B. Golf Course Additional Year-End Information Requested by the Board – *John Selmon*

The Board asked that Beth Smith attend a board meeting once she's back from Florida, to clarify outstanding questions on the year-end report.
8. New Business
 - A. Permission to Appoint Adjunct Instructors – 2014 Winter Semester – *Jerry Conrad*

Trustee Portenga moved approval; second. Vote unanimous; motion carried.
 - B. Approval of Extra Contractual Assignments – 2014 Winter Semester – *Jerry Conrad*

Trustee Mullally moved approval; second. Vote unanimous; motion carried.
 - C. Approval of Department Chairperson/ Coordinator Stipends 2014 Winter Semester – *Jerry Conrad*

Vice-Chair Osborn moved approval; second. Vote unanimous; motion carried.
 - D. New Michigan New Jobs Training Program (MNJTP) Funding for Muskegon Community College (\$500,000) – *Dale Nesbary*

No action required.
 - E. Permission to Sell NC Plasma Cutter – *Teresa Sturrs*

Trustee Portenga moved approval; second. Vote unanimous; motion carried.
 - F. Permission to Offer a Contract for Copier/Printer Management Services - *John Selmon*

Trustee Portenga moved approval to sell the old NC plasma cutter; second. Vote unanimous; motion carried.
 - G. Endorsement of New FMCC Board Members – *Tina Dee*

Trustee Lester moved approval; second. Vote unanimous; motion carried.

9. Board of Trustees Policy Manual Updates – *Chair Crandall*

10. Announcements

▶▶ [WWII Lecture Series](#)

- ✓ Muskegon-The Arsenal of Democracy
Monday, March 3, 2014 1100 Stevenson Center Lecture Hall
- ✓ The Air War Over the Pacific and Muskegon's Ike Kepford
Monday, March 10, 2014 1100 Stevenson Center Lecture Hall
- ✓ Operation Overlord and the Invasion of Europe
Monday, March 17, 2014 1100 Stevenson Center Lecture Hall

▶▶ MCC Health Center Committee Meeting
Thursday, March 6 - 3:00 – 5:00 PM 400z Board Room

▶▶ [MCCA BOD Spring Meeting](#) – Reception Dinner, Thursday, March 13 6 PM and
Friday, March 14 8:00 – 3:00 PM at Southwestern Michigan College, Dowagiac, MI

▶▶ [Taste of Tomorrow](#) – Saturday, March 22nd – 11:30 – 1:30 – MCC Gymnasium

A. President's Report – *President Nesbary*

B. Departmental Updates – *President Nesbary*

Pam Brown highlighted the most recent 2013 NCLEX pass rates for MCC, which are higher than both the state and national averages. Pam also noted that retention for the MCC nursing program is very good at 80%.

C. Board Comments

- Trustee Lester attended the adjunct faculty dinner and theater production of Clybourne Park by Bruce Norris last Friday and noted the adjunct faculty are very appreciative of this special adjunct event.
- Trustee Portenga also attended the play and stated it was very powerful, fabulous. Trustee Frye added it was very thought provoking.

With no further business the meeting was adjourned at 12:50 p.m.

Minutes submitted by Secretary Frye.

/csd