



Muskegon Community College

BOARD OF TRUSTEES BOARD MEETING MINUTES March 16, 2016 – 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 Frye moved approval of the agenda; second. Vote unanimous; motion carried.

2. Minutes

- Board Study Session Minutes – February 15, 2016

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

- Board Meeting Minutes – February 17, 2016

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

- Board Meeting Minutes Closed Session – February 17, 2016

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

3. Public Comments and Presentations

- Dr. Nesbary introduced Ronda Edwards, Executive Director of Michigan Colleges Online for the MCCA. Ronda is on campus working with MCC's Distance Ed Committee and discussed some of the services available that will help in the areas of maintaining accessibility for all students, and also highlighted their guided digital pathway tool.
- Trustee Frye read a thank you letter from Allan and Anne Dake, Muskegon Heritage Museum, for the donation of an old Shaw Walker desk from the former Muskegon Chronicle building. Dr. Selmon also wanted to thank Janice Whitlow, noting she found the desk and facilitated the donation to the museum.

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

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

A. Budget/Finance

- I. Financial Reports – *Ken Long*

B. Required Approvals – *Dr. Crandall*

5. Administrative Reports – there was nothing additional to report.
 - A. Student Success Report – *Dr. John Selmon*
 1. Enrollment
 2. Student Success Completion Agenda
 3. Personnel Report – *Kristine Anderson*
6. Business Non Operational
 - A. MCCA Report – *Trustee Oakes*
 - Trustee Oakes attended the MCCA Spring Board of Directors meeting with Dr. Nesbary. Two key items were highlighted: 1) Most of the session was on transfer of students to 4-year institutions and working to get all credits to transfer to 4-year institutions; 2) Student placement – a researcher from University of Michigan presented his research, which shows a better indicator of placement at the community college level is the high school GPA. Dr. Selmon discussed the high impact practice “Assessment and Placement” that is currently being used to assess this on MCC’s campus.
 - The MCCA has had a lot of discussion on baccalaureate degrees and the focus is shifting from that, to focus on transfer.
 - The meeting was held at the new Washtenaw Community College fitness facility, which is a phenomenal and very beautiful facility. Power Wellness has been running this facility since 2012 and their membership is around 7,000.
 - B. Foundation Update – *Vice-Chair Osborn*

The Foundation will be reviewing their bylaws to help with linking governance and leadership at MCC. The next Foundation meeting is in May. Following the May Foundation Board meeting, they hope to have FMCC financial reports to be presented at the MCC Board of Trustees meetings going forward.
7. Old Business
 - A. Construction Project Committees – *Dr. John Selmon*
 - Steering Committee
 1. Science Center
 2. Health Center
 3. Arts Center
 4. Downtown Center
8. New Business
 - A. Sabbatical Application – *Theresa VanVeelen – Dr. Nesbary*

Theresa VanVeelen summarized how she plans to spend her sabbatical.

Trustee Portenga made a motion to accept the recommendation as information; second. Vote unanimous; motion carried.

9. Board of Trustees Policy Governance Manual Updates – Dr. Crandall
- A. [Policy Updates](#) – The Treasurer’s Role was amended to read: The treasurer shall ~~prepare~~ **be responsible for overseeing** the budget, ~~signing~~ **signing** checks, ~~reviewing~~ **reviewing** the President’s expenses, ~~arranging~~ **arranging** for the audit, and ~~performing~~ **performing** other duties as assigned by the Board. This language will be presented for a vote and adoption at the next formal Board meeting.
 - B. Monitoring Reports
 - C. Ends Policy Review and Approval
 - Community Partnership and Enrichment Policy – *for review*
 - Community Impact Policy – *for review*
 - Executive Limitations Policy – *for review*
 - Financial Stability
 - Community Impact
 - Health and Wellness
 - Educational Level of the Community
 - D. Future Agenda Items
 - E. Board Evaluation – Dr. Crandall will bring the tool previously used to evaluate the Board for review and editing to incorporate policy governance.
10. Announcements
- ❖ German Exchange Farewell Dinner, Wednesday, March 23, 6 PM at the Grand River Sailing Club, 219 N. Harbor, Grand Haven. **RSVP to Mary Schutt by March 17 at 777-0380**
 - ❖ [Taste of Tomorrow](#), Saturday, March 19, 11:30 a.m. – 1:30 p.m., Bartels-Rode Gymnasium
 - ❖ **Board Study Session Cancelled for April** – Extended Board Meeting on Wednesday, April 20th at 12:30 p.m. with lunch at 11:30 a.m.
 - ❖ [Community Family Fest](#) – Saturday, June 4, 11 a.m. – 2 p.m. at MCC
- A. President’s Report – *President Nesbary* – Nothing additional to report.
 - B. Board Comments
 - Trustee Frye wished everyone a nice Easter.
 - Trustee Mullally thanked Dr. Selmon for the additional information on the Health Fair he requested, stating staff are on top of things and it was well organized.
 - Vice Chair Osborn noted that March is National Reading Month – be sure to read a book to a child or have them read one to you.

Trustee Oakes made a motion to adjourn; second. Vote unanimous; motion carried.

With no further business the meeting was adjourned at 1:01 p.m.

Minutes submitted by Secretary, Nancy Frye.

/csd