



Muskegon Community College

BOARD OF TRUSTEES BOARD MEETING MINUTES March 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 and Trustee Portenga

Absent: Trustee Oakes

Chair Crandall called the meeting to order at 12:33 p.m.

1. Agenda

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

2. Minutes

- Board Study Session Minutes – February 17, 2014

Trustee Osborn moved approval of the study session minutes of February 17, 2014; second. Vote unanimous; motion carried.

- Board Meeting Minutes – February 19, 2014

Trustee Portenga moved approval of the board meeting minutes of February 19, 2014; second. Vote unanimous; motion carried.

3. Public Comments

Theresa Van Veelen thanked everyone for their work on getting the new science building approved and stated she has already had students commenting positively.

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*

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

5. Administrative Reports

A. Academic Affairs – *Teresa Sturuss*

There was nothing additional to report.

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

a. Enrollment

b. Student Success Completion Agenda

- In follow up to questions from the board at the study session about developing plans, processes, metrics, etc., Dr. Nesbary shared a PowerPoint outlining the plans that guide and assist Administration in their decision making at MCC.
- It was noted that Macomb and GRCC are raising their tuition 3% and 2.9% respectively.

C. Personnel Report – *Jerry Conrad*

There was nothing additional to report.

6. Business Non Operational

A. MCCA Report – *Trustee Lester*

Trustee Oakes will present a report on the Spring conference next month.

B. Foundation Update – *Vice-Chair Osborn*

Registration and posters for the Jayhawk Scramble Annual Golf Outing were distributed.

7. Old Business

A. Construction Project Committees

a. Steering Committee

i. Science Center

ii. Health Center

iii. Arts Center

iv. Downtown Center

- Chair Crandall received a call from a Community Foundation Executive Committee member and they discussed the property on Morris Street, owned by the Foundation, as a potential site for MCC. At the next Foundation Executive Committee meeting, this will be reviewed further to determine whether they can better the original offer. Dr. Crandall expects to hear back by mid-week next week, on what they may be willing to do for MCC.
- A tentative retreat date was set for April.

B. Golf Course Additional Year-End Information Requested by the Board

- Additional information on the Golf Course was distributed and summarized by Beth Dick.

8. New Business

A. Permission to Re-Appoint 2014-2015 Administrative, Professional, Support Staff

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

B. Presentation of Faculty Contracts – Full-Time Faculty- March 2014

Vice-Chair Osborn moved approval; second. Vote unanimous; motion carried.

- C. Permission to Post Business Instructor – Business/Retail/Entrepreneurship –
Trustee Lester moved approval; second. Vote unanimous; motion carried.
- D. Permission to Post Applied Technology Instructor – Electronics
Trustee Mullally moved approval; second. Vote unanimous; motion carried.
- E. Permission to Post English Faculty – Teresa Sturrus
Trustee Lester moved approval; second. Vote unanimous; motion carried.
- F. Permission to Post Full Time Biology Instructor – Life Science
Trustee Osborn moved approval; second. Vote unanimous; motion carried.
- G. Permission to Post Full Time Nursing Instructor
Trustee Lester moved approval; second. Vote unanimous; motion carried.
- H. Permission to Post Psychology Instructor
Trustee Portenga moved approval; second. Vote unanimous; motion carried.
- I. Permission to Post Spanish Instructor
Trustee Lester moved approval; second. Vote unanimous; motion carried.
- J. Permission to Post Counselor/Coordinator Special Services
Trustee Portenga moved approval; second. Vote unanimous; motion carried.
- K. Permission to Post Counseling Faculty – Dr. John Selmon
Trustee Lester moved approval; second. Vote unanimous; motion carried.
- L. Permission to Release a Request for Proposal (RFP) for University Park Golf Course
Trustee Mullally moved approval; second. Vote unanimous; motion carried.
An RFP will be brought to the board for review and approval prior to being released.
- M. Permission to Release a Request for Proposal (RFP) for Information Technology Services
Trustee Mullally moved approval; second. Vote unanimous; motion carried.
Ellucian, the current vendor, must be notified by August 24, 2014, of MCC's intention to terminate or modify the agreement.
- N. New Foundation for MCC Board Member
Vice-Chair Osborn moved appointment of Tom Dake; second. Vote unanimous; motion carried.
- O. Downtown Center Recommendations
Trustee Lester made a motion to switch recommendations one and three; second.
Recommendation three will become recommendation one, and recommendation one will become recommendation three; second.
Trustee Lester moved approval of the amended options as presented above; second.
The following sentences will be removed: 1) *Therefore, the Oversight Committee recommends the following three options, ranked in order of preference;* 2) *The Oversight Committee seeks approval for these three options and will make a final determination of the program areas for inclusion, based on facility cost and the available budget.* The recommendation will be amended to read: *It is the recommendation of the Chair that the options presented above be approved, as amended, with final determination of the programs for inclusion based on facility cost and available budget, made by the board, with recommendations from the President.*

The motion as amended was approved. Vote unanimous; motion carried.

P. Distinguished Faculty Status Request

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

A picture of Dr. Yakes will be placed in the Blue and Gold room and faculty will determine a time to present the distinguished faculty status to Dr. Yakes.

9. Board of Trustees Policy Manual Updates

A. 3.00.00 GRADUATION AND CREDENTIAL REQUIREMENTS, Item C.

Trustee Lester moved approval, amending the current language to read: Students returning to Muskegon Community College after a **three (3)** year absence will be under the requirements of the current catalog; second. Vote unanimous; motion carried.

B. 3.09.00 HEALTH, PHYSICAL EDUCATION, RECREATION AND DANCE, Item A.

Trustee Lester moved approval to remove the following requirement from the board policy manual: ~~**A. Two (2) credit hours of physical education activity and/or dance are required for graduation unless specifically waived for medical reasons.**~~

10. Announcements

▶▶ [Taste of Tomorrow](#) – March 22, 2014 11:30 a.m. – 1:30 p.m. – MCC Gymnasium

▶▶ Arts Center Committee Kick-Off Meeting – March 28, 2014 – Room 1228

▶▶ [AACC Annual Convention](#) – April 5-8, 2014 – Washington, D.C.

▶▶ Distinguished Alumni Dinner – May 1, 2014 6:00 p.m. – Blue & Gold Room

▶▶ [MCC Commencement](#) – May 3, 2014 7:00 p.m. – L.C. Walker Arena

C. President's Report – *President Nesbary*

D. Departmental Updates – *President Nesbary*

E. Board Comments

- Trustee Frye recognized and thanked Trynette Lottie-Harps and Mr. & Mrs. Williams, who took leadership in the Project Justice program, where young adults, most with difficulties in their lives, were recognized.
- Trustee Portenga stated the board routinely renews contracts for APS and Faculty; they are an important part of the team and he thanked them for all they do.
- Vice-Chair Osborn stated March is National Reading month and encouraged everyone to take time to read a book to a child, or let them read one to you.

With no further business the meeting was adjourned at 1:19 p.m.

Minutes submitted by Secretary Frye.

/csd