



# Muskegon Community College

## **BOARD OF TRUSTEES BOARD STUDY SESSION MINUTES April 13, 2015 – 4:00 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 3:59 p.m.

### 1. Agenda

There were no changes to the agenda.

### 2. Minutes

- Board Policy Governance Work Session Minutes – March 16, 2015  
There were no changes to the Work Session minutes.
- Board Study Session Minutes – March 16, 2015  
There were no changes to the Study Session minutes.
- Board Meeting Minutes – March 18, 2015  
There were no changes to the Board Meeting minutes.
- Board Meeting Minutes – Closed Session – March 18, 2015

### 3. Public Comments

There were no public comments.

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

#### A. Budget/Finance

1. Finance Committee Report – *Trustee Mullally*
2. Treasurer and Financial Reports – *Trustee Mullally*  
There were no further questions on the financial reports.

#### B. Personnel

1. Personnel Committee Report – *Trustee Mullally*

### 5. Administrative Reports

#### A. Academic Affairs – *Teresa Sturrs*

There was nothing additional to report.

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

##### a. Enrollment

Dr. Selmon summarized the current enrollment.

b. Student Success Completion Agenda

MCC is seeking leader college status with AtD, and if MCC is successful, the Board would like to see this incorporated as a major component in marketing for MCC.

C. Personnel Report – *Kristine Anderson*

Kristine reported that Larry Swisher, who started with MCC in 1978, will be retiring at the end of May.

6. Business Non Operational

A. MCCA Report – *Trustee Oakes*

Trustee Oakes will obtain information on how the Trustees can support the MCCA Political Action Committee (PAC).

B. Foundation Update – *Vice-Chair Osborn*

- Vice Chair Osborn reminded everyone of the Jayhawk Scramble and lunch on June 5<sup>th</sup>, the April 15<sup>th</sup> donor appreciation dinner, and Founder's Day in September.
- May 28<sup>th</sup> is the next FMMC Board meeting and they are looking to recruit additional board members.

7. Old Business

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

The Building Projects at a Glance report, which contains all of the details on the building projects, is included in the Board packet.

- Steering Committee
  - i. Science Center – tours are available every Friday at 1:30.
  - ii. Health Center
  - iii. Arts Center
  - iv. Downtown Center

B. Policy Governance – *Chair Crandall*

The Board continues to move forward and work through the policies.

8. New Business

A. Health & Wellness Center Presentation – *Dr. Nesbary to Introduce Projects & Issues*

- The Nexus of Health and Wellness Centers and Student Success presentation was given by *Dr. Jeffrey R. Docking, President, Adrian College*.
- Health & Wellness Center Building Addition and Renovation Project – *Dr. John Selmon*  
Dr. Selmon gave a detailed presentation on the proposed Health & Wellness Center building addition and renovation project, presenting an architectural rendering of the proposed addition and current gymnasium renovation, as well as a detailed pro forma.
- The recommendation will be revised for Wednesday's Board meeting, removing the \$8M borrowing information.
- The board requested a synopsis of the Health & Wellness Center Due Diligence to date.

B. Existing Infrastructure Mechanical Improvements – Science Center Project – *Dr. John Selmon*

Gerry Nyland gave a detailed report on the campus improvements needed for HVAC.

C. Bid Release #3 Trade Contractor Recommendations Science Laboratory Center Addition and Renovation Project – *Dr. John Selmon*

- D. RFP for Construction Manager Services for the Kitchen Remodel Project – *Dr. John Selmon*  
The language approved by the Board last month was updated to “construction manager services”, from “architect lead construction”.
- E. Permission to Appoint Dr. Carlo Spataro to Distinguished Faculty Status – *Jean Roberts*
- F. Request for Sabbatical Leave – Sherri DeBoef Chandler – *Dr. Dale Nesbary*  
The Board is unclear whether Sherri will take one semester or two for her sabbatical; Dr. Nesbary will clarify.
- G. FY 2015-2016 Estimate of Property Taxes and State Appropriation – *Dan Moore*  
Dan Moore summarized the appropriation that the state requires be filed on an annual basis.

9. Board of Trustees Policy Manual Updates – *Dr. Crandall & Dr. Nesbary*

10. Announcements

- ▶ Thursday, April 30<sup>th</sup>, 6 – 8 p.m. Muskegon County School Boards Alliance Annual Spring Dinner Meeting – The Lakehouse Waterfront Grille, *RSVP's due to Cindy DeBoef Wednesday, April 22<sup>nd</sup>*
- ▶ Tuesday, May 5, 6:00 PM – Blue & Gold Room *Distinguished Alumni* Dinner
- ▶ Wednesday, May 6<sup>th</sup> – 7PM [MCC Commencement](#) – L.C. Walker Arena – arrive 5:30 p.m., reserved parking in the lot
- ▶ Thursday, May 7, 2-3 PM Community College Day – Capitol Building – Lansing, MI
- ▶ NOTE: Wednesday, May 20<sup>th</sup> Board Luncheon in [Room 1222-Stevenson Center](#) and Board Meeting in [Room 1100 Stevenson Center Lecture Hall](#) with “A Day for Me at MCC” presentations

- A. President’s Report – *President Nesbary*
- B. Departmental Updates – *President Nesbary*
  - April 22<sup>nd</sup> @ 1:30 in the Gerber Lounge – Celebration of \$4.1M MEDC Grant
  - On April 23<sup>rd</sup> MCC is hosting the second in a series following “And Justice for All” with a follow up series titled “After the Ferguson Report a Dialogue on Race and Police”
- C. Board Comments
  - Trustee Oakes was presented with a gift from the board for her father, who recently experienced some health issues.
  - Trustee Frye announced the Arts & Humanities Department open house on April 15<sup>th</sup> from 3:30 to 8:00 p.m.
  - The MCCA 28<sup>th</sup> Community College Day in Michigan at the Capitol Building in Lansing is scheduled for May 7<sup>th</sup> from 11:00 a.m. until 1:00 p.m. RSVP's are required.
  - Trustee Kathy Moore was congratulated on her promotion at the Health Department.

With no further business, the meeting was adjourned at 5:54 p.m.

Minutes submitted by Secretary, Nancy Frye.

/csd