



# Muskegon Community College

## **BOARD OF TRUSTEES BOARD MEETING MINUTES April 16, 2014 – 12:45 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 12:51 P.M.

#### 1. Agenda

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

#### 2. Minutes

- Board Study Session Minutes – March 17, 2014

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

- Board Meeting Minutes – March 19, 2014

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

#### 3. Public Comments

- Eric Howard and John Mendicelli, MCC students named to the 2014 All-Michigan Academic Team, were recognized by President Nesbary and the Board.
- Toby Moleski made an announcement about the upcoming Math Science Research Day and invited Trustees to attend. Also as faculty association president, Toby indicated there are a number of postings for faculty positions they hope to have funding for. Toby is asking each Department Chair to write up why each posting needs to be filled, which he will send to the Board prior to the May Board meeting.
- Ryan Bennett, Business Agent for the West Michigan Plumbers Fitters and Service Trades Local 174 addressed the board. With the college getting ready to embark on some very exciting expansion projects, he asked the Board to consider union contractors when they go out for construction services and highlighted the benefits of doing so.

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

##### A. Budget/Finance

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

There were no additional reports.

B. Personnel

I. 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 Sturris*

There were no additional reports.

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

a. Enrollment

b. Student Success Completion Agenda

There were no additional reports.

C. Personnel Report – *Jerry Conrad*

There were no additional reports.

6. Business Non Operational

A. MCCA Report – *Trustee Lester*

Trustee Oakes reported on the MCCA Spring Meeting.

- A copy of Brian Germaine's book Transcending Fear, will be placed in the Board Room cabinet/library. Brian was the opening presenter for the conference. A packet of the meeting materials will also be placed in the Board Room cabinet/library.

B. Foundation Update – *Vice-Chair Osborn*

- FMCC is trying to invite new friends to the Jayhawk Scramble on June 13<sup>th</sup> and registration forms are available.

7. Old Business

A. Construction Project Committees

a. Steering Committee

i. Science Center

ii. Health Center

iii. Arts Center

iv. Downtown Center

B. Approval of APS Manual Changes – *Trustee Mullally*

- The board questioned whether or not the term “retirement” needs to be addressed in the manual. Dr. Nesbary stated that administration received an opinion from legal counsel about the definition of retirement, and they clarified that retirement means what the college has defined traditionally as retirement at the institution and not leaving the institution for other reasons, or not insurance related receipt of benefits, but basic retirement is how it was defined over the years.
- Trustee Mullally moved approval; second. Vote unanimous; motion carried.

- The bottom of page 4, under EVALUATION, it reads . . . *All employees who have completed their probationary period will receive a written evaluation from their supervisor between November 1 and prior to March 1 each year.*

Trustee Portenga moved amending the bottom of page 4, under EVALUATION, to read: *All employees who have completed their probationary period will receive a written evaluation from their supervisor **between November 1 and March 1** each year; second. Vote unanimous; motion carried.*

- Page 8 – the medical plan tables and premiums will be removed and replaced with the statement: ***The hospitalization plans and deductibles are determined on an annual basis by the provider, pursuant to PA152.***

Trustee Portenga moved approval of the amendments to page 8 as stated above; second. Vote unanimous; motion carried.

- Page 13, first paragraph will be amended to read: *Employees hired after July 1, 2010 are eligible to receive payout of sick leave upon retirement **of one half of their sick leave up to 200 hours upon retirement**, but not in the case of death or layoff. **Employees hired after June 30, 2014, are eligible to receive one-half of the payout of unused sick leave upon retirement not to exceed the maximum of 200 days, paid at an hourly rate based upon 2,080 hours in the form of an employer contribution to the 403(b) tax-sheltered annuity or custodial designated by the employee.***

Trustee Portenga moved approval of the amendments as stated above; second. Vote unanimous; motion carried.

- Page 20 educational benefits for employees, item number 3 “sponsored tuition program” was clarified for the board.

Trustee Portenga moved approval of the APS Manual with the amendments as noted above; second. Vote unanimous; motion carried.

## 8. New Business

- A. Approval of FY 2014-2015 Estimate of Property Taxes and State Appropriation – *Beth Dick*

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

- B. FMCC Naming Policy

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

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

## 10. Announcements

- ▶ Wednesday, April 16, 12:15 PM – Nelson Mandela Portrait Dedication Celebration  
MCC Gerber Lounge
- ▶ Thursday, April 17, 3-5 PM Arts Center Committee Meeting – Room 1228
- ▶ Wednesday, April 30, 3-5PM Arts Center Committee Final Meeting – Room 1228
- ▶ Thursday, May 1, 6:00 PM– Blue & Gold Room [Distinguished Alumni](#) Dinner — *RSVP by 4/18 to [Julie.weller@muskegoncc.edu](mailto:Julie.weller@muskegoncc.edu)*

- ▶▶ Saturday, May 3, 7PM [MCC Commencement](#) – L.C. Walker Arena
  - ▶▶ Wednesday, May 7, 11 AM - MSU Concurrent Enrollment Nursing Agreement Signing Ceremony – Blue & Gold Room
  - ▶▶ Thursday, May 8, 5:30 – 7:45 p.m. [Muskegon County School Boards Alliance Annual Spring Dinner Meeting](#) – Above & Beyond *RSVP by Noon 4/18*
  - ▶▶ Wednesday, July 23, 2014 9AM-3:30 PM [MCCA Trustees Summer Institute](#) – Grand Traverse Resort
  - ▶▶ Thursday & Friday July 24-25, 2014 [MCCA Summer Conference](#) – Grand Traverse Resort Michigan Ballroom (off the Main Lobby)
- A. President's Report – *President Nesbary*  
President Nesbary attended the TAA Credentials to Careers meeting that was held at the AACC conference in Washington, D.C. and shared highlights of the meeting.
- B. Departmental Updates – *President Nesbary*
- The board inquired about the number of students with outstanding balances for winter and fall. Beth Dick will email that information to the Board.
- C. Board Comments
- Trustee Lester again congratulated Eric Howard and John Mendicelli on their achievement – both personally and for MCC. Eric thanked everyone for his awesome experience here at MCC.
  - Trustee Oakes extended an invitation to attend the Reeths-Puffer Neighborhood Association Dinner on April 25<sup>th</sup> at Reeths-Puffer High School - \$15 adults/ \$10 students. The theme is “Staying Connected” and Trustee Oakes has tickets available.

With no further business, Trustee Frye moved to adjourn the meeting; second. The meeting was adjourned at 1:33 p.m.

Minutes submitted by Secretary Frye.

/csd