



# Muskegon Community College

## BOARD OF TRUSTEES BOARD MEETING MINUTES May 16, 2018 – 12:30 p.m.

### LUNCHEON ROOM 1228 – STEVENSON CENTER BOARD MEETING ROOM 1100 – STEVENSON CENTER LECTURE HALL

**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 – an agenda item was added for serving alcohol at the June 15, 2018 Jayhawk Scramble fundraiser.  
Trustee Portenga moved approval of the agenda; second. Vote unanimous; motion carried.
2. Minutes
  - Board Meeting Minutes – April 18, 2018 – Trustee Frye moved approval; second. Vote unanimous; motion carried.
  - Board Meeting Closed Session Minutes – April 18, 2018 – Trustee Moore moved approval; second. Vote unanimous; motion carried.
3. Public Comments and Presentations
  - A Day for Me at MCC Essay and Poster Winner Presentations – *Doug Clark & Kevin Richards*  
Third grade students from Reeths-Puffer Elementary and Twin Lake Elementary presented their winning essays and posters.
  - Core Realty Partners Presentation – *John Essex*  
John Essex and Core Realty have been speaking with Dr. Crandall and Dr. Nesbary about a couple of projects that may affect the college. The first project presented is a three-story project with a parking ramp that includes 350 parking spaces with the top floor being student housing. This project will move forward with or without the commitment from MCC and Baker. They hope to break ground in October of this year, with 18 to 24 months to completion. The site is located across the street from the L.C. Walker Arena. The MCC Board and staff will discuss the project further to determine how this might fit into MCC's future plans.  
  
Core Realty presented the second project. The Hartshorn development, surrounding the Hartshorn Marina, will break ground in the next 70-days. Plans for this property adjacent to the Lakeshore Fitness Center were presented and discussed.
4. Consent Agenda (*Board Action Required - Vote*) Trustee Mullally moved to accept the consent agenda; second. Vote unanimous; motion carried.
  - A. Budget/Finance
    - I. Financial Reports – *Ken Long*
  - B. Required Approvals – *Chair Crandall*

5. Administrative Reports

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

1. Enrollment – To date there are 486 Summer Pell students and MCC is seeing around a 114% increase in full-time students.
2. Student Success Completion Agenda – MCC's AtD status change was discussed.
3. Personnel Report – *Kristine Anderson*
  - Kristin McKenzie was hired as the Arts & Humanities Secretary and Sche Cornelius was promoted to the Community Outreach position from the Testing Center.
  - Two retirements were received for December of this year - Denise Passage and Beda DuBois.
  - We continue to focus on the Leadership Institute, several of our wellbeing pieces including financial wellbeing, and weight watchers with participants losing over 600 pounds to date.

6. Business Non Operational

A. MCCA Report – *Trustee Oakes & Trustee Frye*

B. Foundation Update – *Vice Chair Osborn*

- The Foundation Board meets next Thursday
- The Jayhawk Scramble is June 15<sup>th</sup> at 8:30 a.m. Individuals may also buy tickets for lunch, which starts around 1:00 - 1:30 PM with proceeds to benefit the Student Success Emergency Fund.

7. Old Business

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

- Steering Committee
  1. Health & Wellness Center – paperwork has been submitted to the state to continue the finance process with capital outlay. The project continues on budget and on time.
  2. Arts & Humanities Center – has begun the process and continues the search for additional contractors.
  3. Downtown Center

8. New Business

A. Permission to Sole Source and Purchase HAAS Mini-Mill for the Lakeshore Fab Lab – *David Stradal*  
This would be the last large piece of equipment for the Lakeshore Fab Lab. Funds have been secured by a generous donation from Richard Kraft.

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

B. Permission to Enter into Contract Negotiations with Power Wellness for Managed Services for the Lakeshore Fitness Center – *Dr. John Selmon*

Trustee Portenga moved approval; second.

Discussion ensued. The agreement has not yet been drafted, but will have a two-year term and include an out-clause.

Vote unanimous; motion carried.

- C. Permission to Issue a Request For Quotes (RFQ) for a SimMan 3G Light Manikin – *Dr. John Selmon*  
Trustee Moore moved approval; second. Vote unanimous; motion carried.
- D. Permission to Issue a Request for Quotes (RFQ) for a Gaumard S3201 Tetherless Simulator – *Dr. John Selmon*  
Trustee Mullally moved approval; second. Vote unanimous; motion carried.
- E. Public Hearing and Adoption of the 2018-2019 Budget – *Ken Long*  
Trustee Portenga moved the public budget hearing be opened; second.  
Ken Long presented the proposed 2018-2019 budget and answered questions.  
Trustee Oakes moved the public hearing be closed; second.  
Trustee Moore moved approval of the 2018-2019 budget as presented; second. Vote unanimous; motion carried.

- F. Resolution to Approve Application for Special License for the Jayhawk Scramble – *Vice Chair Osborn*

The resolution is required of the Board by the Michigan Liquor Control Commission and is for a temporary liquor license for the Jayhawk Scramble this year.

Vice Chair Osborn moved the resolution be adopted; second.

Trustee Frye read a statement outlining why she does not believe this is a good decision. Trustee Frye stated her position as a “no” on this resolution and requested this be stated with whatever material goes forward.

Trustee Oakes will be voting “no” for this event, as she does not feel it is needed for this event.

A roll call vote was taken:

Trustee Frye – No

Trustee Moore – Yes

Trustee Mullally – Yes

Chair Crandall – Yes

Vice Chair Osborn – Yes

Trustee Portenga – Yes

Trustee Oakes – No

- Trustee Moore stated the Board should look at this policy at a later date. Dr. Crandall indicated the MCC policy regarding serving alcohol on campus is on the agenda for review in July.
- Trustee Portenga stated he so respects the opinions of everyone on this Board including Trustee Frye’s opinion. Trustee Frye is in the unique position where she as Secretary has to sign this and is signing on behalf of the Board, not based on her own personal position on the issue.

9. Board of Trustees Policy Governance – *Chair Crandall*

- A. [Policy Updates](#) – Review and discuss [old policy](#) 4.02.01 regarding serving alcohol at special events and determine how that fits into Executive Limitations/presidential restrictions – *(July)*
- B. Monitoring Reports

- C. Ends Policy Review and Approval
    - Financial Stability
    - Community engagement survey outcomes
    - Health and Wellness
    - Educational Level of the Community
  - D. Future Agenda Items
    - Policy Governance Evaluation
    - President's Evaluation - (*July*)
    - Board Evaluation
10. Announcements
- A. President's Report – Dr. Nesbary – At MCCA's Executive Committee meeting this Friday additional information will be shared on Personal Property Tax reimbursement and what that amount will be.
    - June 1, 2018 – Grand Opening Fab Lab & Rooks | Sarnicola Institute for Entrepreneurial Studies – 11:30 doors open, 12:00 remarks, followed by ribbon cutting
    - June 15, 2018 – [Jayhawk Scramble](#) 8:30 AM – University Park Golf Course
  - A. Board Comments
    - Trustee Portenga saw the picture of all the students wearing sunglasses at graduation. Thanks to Rachel Stewart for coming up with the great idea.
    - When we get quotes and ultimately purchase equipment that is paid for by Ann & Richard Kraft, some special acknowledgement to them that we appreciate their generosity should be given.
    - Trustee Frye stated that the commencement student speakers, as well as the special speakers, were excellent. They were all special, but the student speakers really stood out and really spoke from the heart.

With no further business, the meeting was adjourned at 2:19 p.m.

Minutes submitted by Secretary, Nancy Frye

/csd