



# Muskegon Community College

## **BOARD OF TRUSTEES BOARD MEETING MINUTES**

**May 20, 2015 – 12:30 p.m.**

**1100 – Stevenson Center Lecture Hall**

Present: Chair Crandall, Vice Chair Osborn, Trustee Frye, Trustee Moore, Trustee Mullally and Trustee Portenga

Absent: Trustee Oakes

Chair Crandall called the meeting to order at 12:34 p.m.

### 1. Agenda

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

### 2. Minutes

- Board Policy Governance Work Session Minutes – April 13, 2015  
Trustee Portenga moved approval; second. Vote unanimous; motion carried.
- Board Study Session Minutes – April 13, 2015  
Trustee Mullally moved approval; second. Vote unanimous; motion carried.
- Board Meeting Minutes – April 15, 2015  
Vice Chair Osborn moved approval; second. Vote unanimous; motion carried.
- Board Closed Meeting Minutes – April 15, 2015  
Trustee Mullally moved approval; second. Vote unanimous; motion carried.

### 3. Public Comments

Paula Halloran shared a video of the 27<sup>th</sup> “A Day for Me at MCC”. Doug Clark of Reeths-Puffer Elementary School and Kevin Richards of Twin Lake Elementary introduced their essay contest winners and their poster contest winners who shared their work. Chair Crandall presented the winners with certificates and the first place winners of the essay contests from each school with a \$50 check. Both teachers thanked MCC for this experience and this day, indicating it means a lot to them and their students.

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

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

#### A. Budget/Finance

##### I. Finance Committee Report

2. Treasurer and Financial Reports – *Teresa Sturrus & Dan Moore*
- B. Personnel
  - I. Personnel Committee Report
5. Administrative Reports
  - A. Academic Affairs – *Teresa Sturrus*
  - B. Student Success Report – *Dr. John Selmon*
    - a. Enrollment
    - b. Student Success Completion Agenda
  - C. Personnel Report – *Kristine Anderson*
6. Business Non Operational
  - A. MCCA Report
  - B. Foundation Update – Vice-Chair Osborn distributed reminders of the Jayhawk Scramble lunch on June 5<sup>th</sup>. Tickets are \$29, which goes for student scholarships.
7. Old Business
  - A. Construction Project Committees – *Dr. John Selmon*
    - Steering Committee
      - i. Science Center
      - ii. Health Center
      - iii. Arts Center
      - iv. Downtown Center
  - B. Policy Governance – *Chair Crandall*
8. New Business
  - A. Sole Source Purchase Request for Leica Microsystems Student Microscopes and Microscope Cameras – *Teresa Sturrus*

Trustee Portenga moved approval; second. Vote unanimous; motion carried.
  - B. Sole Source Purchase Request for the Purchase of Food Service and Dish Machine Room Equipment – *Dr. John Selmon*

Trustee Mullally moved approval; second. Vote unanimous; motion carried.
  - C. Permission to Seek Quotes for FY2015-2016 Operational and Construction Purchases Pending Budget Approval – *Mike Alstrom*

Trustee Moore moved approval; second. Vote unanimous; motion carried.
  - D. Permission to Seek Quotes and Purchase Remaining Budgeted Technology Life Cycle – *Mike Alstrom*

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

- E. Permission to Appoint Bill Jacobks to Distinguished Faculty Status – *Teresa Sturrus*  
Vice Chair Osborn moved approval; second. Vote unanimous; motion carried.
- F. Permission to Enter into Contract Negotiations for Health & Wellness Center Managed Services Vendor – *Dr. John Selmon*  
Trustee Moore moved approval; second. Vote unanimous; motion carried.

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

10. Announcements

- *Wednesday, May 20, 2015 lunch will be in the [Stevenson Center Room 1222](#) and the Board Meeting will be in the [Stevenson Center Lecture Hall Room 1100](#) with “A Day for Me at MCC” Presentations.*
- *Friday, June 3<sup>rd</sup> 11 AM Special Board Meeting – [Location 2<sup>nd</sup> Floor of Masonic Temple.](#)*
- *Friday, June 5<sup>th</sup> – Jayhawk Scramble & [Jayhawk Scholarship Lunch](#)*

- A. President’s Report – *Dr. Nesbary*
- B. Departmental Updates
- C. Board Comments

Vice Chair Osborn enjoys the Day for Me at MCC presentations and has attended for each of the 27<sup>th</sup> years and stated the students always mention the planetarium and lunch.

Trustee Frye moved going into closed session to discuss contract negotiations; second.

A roll call vote was taken:

Trustee Frye – Yes  
Trustee Mullally – Yes  
Vice Chair Osborn – Yes

Trustee Moore – Yes  
Chair Crandall – Yes  
Trustee Portenga – Yes

A roll call vote was taken:

Trustee Frye – Yes  
Trustee Mullally – Yes  
Vice Chair Osborn – Yes

Trustee Moore – Yes  
Chair Crandall – Yes  
Trustee Portenga – Yes

With no further business, the meeting was adjourned at 1:20 p.m.

Minutes submitted by Secretary, Nancy Frye.

/csd