



## Muskegon Community College

### **BOARD OF TRUSTEES BOARD MEETING MINUTES June 17, 2015 – 12:30 p.m. 400Z – Board Room**

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

**Absent:** Chair Crandall and Trustee Oakes

Vice Chair Osborn called the meeting to order at 12:31 p.m.

#### 1. Agenda

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

#### 2. Minutes

- Special Board Meeting Minutes – May 4, 2015
- Special Board Closed Meeting Minutes – May 4, 2015
- Board Policy Governance Work Session Minutes – May 18, 2015
- Board Study Session Minutes – May 18, 2015
- Board Closed Session Minutes – May 18, 2015
- Board Meeting Minutes – May 20, 2015
- Board Closed Session Minutes – May 20, 2015

Trustee Mullally moved acceptance of all of the meeting minutes in aggregate. Trustee Portenga offered a friendly amendment to delete the line from the regular minutes summarizing the content of the closed session; second. Vote unanimous; motion carried.

#### 3. Public Comments

- Author and retired Distinguished Faculty member Don Goodman discussed his newest book, co-authored with the late Jack Rice, *When We All Went to War*, an account of the impact of World War II on the Muskegon Junior College campus community.

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

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

##### A. Budget/Finance

- I. Treasurer and Financial Reports – *Teresa Sturris & Dan Moore*

##### B. Personnel

5. Administrative Reports – There were no additional 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 – *Trustee Oakes*
  - B. Foundation Update – *Vice-Chair Osborn*

Everyone who participated in the Jayhawk Scramble was thanked. It was the best year ever.
7. Old Business
  - A. Construction Project Committees – There were no additional updates.
    - Steering Committee
      - i. Science Center and STEM renovations are moving along.
      - ii. Health Center
      - iii. Arts Center
      - iv. Downtown Center
  - B. Policy Governance – *Chair Crandall (see Appendix A at the end of the board packet)*
8. New Business
  - A. Proposed Tuition and Fee Increases – *Teresa Sturrus*

Trustee Moore moved approval; second. Vote unanimous; motion carried.
  - B. Proposed Course Fee Increases – *Teresa Sturrus*

Trustee Mullally moved approval; second. Vote unanimous; motion carried.
  - C. Proposed Infrastructure Fee – *Teresa Sturrus*

Trustee Mullally moved approval; second. Vote unanimous; motion carried.
  - D. Public Hearing and Adoption of 2015-2016 Budget – *Teresa Sturrus*

Trustee Moore moved to go into the public hearing; second.

The 2015-2016 budget was presented.

Trustee Portenga moved going out of public hearing; second.

Trustee Mullally moved adoption of the 2015-16 budget; second. Vote unanimous; motion carried.
  - E. New Veteran Policy Compliance Language Related to In-State Tuition – *Dr. John Selmon*

Trustee Portenga moved approval; second. Vote unanimous; motion carried.
  - F. Personnel Ratification of Appointments – Department Chairs, Extra Contractual Assignments and Adjuncts – *Teresa Sturrus*

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

- G. Permission to Adopt Coaches Salary Table – Teresa Sturrus  
Trustee Moore moved approval; second. Vote unanimous; motion carried.
- H. APS Staff Salary Increase – Dr. Nesbary  
Trustee Mullally moved approval; second. Vote unanimous; motion carried.
- I. Personnel Appointment – Full Time Director of Finance – Teresa Sturrus  
Trustee Moore moved approval; second. Vote unanimous; motion carried.
- J. Personnel Appointment – Full Time Respiratory Therapy Faculty – Teresa Sturrus  
Trustee Portenga moved approval; second. Vote unanimous; motion carried.
- K. Permission to Post Full-Time Director of Nursing / Instructor – Nursing Department – Teresa Sturrus  
Trustee Moore moved approval; second. Vote unanimous; motion carried.
- L. Approval of Enrollment Services Application Software/CRM – Dr. John Selmon  
Trustee Portenga moved approval; second. Vote unanimous; motion carried.
- M. Approval of FMCC Naming Opportunities for Philanthropic Recognition – Tina Dee  
Trustee Mullally moved approval; second. Vote unanimous; motion carried.
- N. Resolution Authorizing EDA Grant Submission – Teresa Sturrus  
Trustee Frye moved approval; second.

*A roll call vote was taken:*

Vice Chair Osborn – Yes

Trustee Frye – Yes

Trustee Moore – Yes

Trustee Mullally – Yes

Trustee Portenga – Yes

- O. Sole Source Purchase Request for the Purchase of Biofit GGT Series Armorseat Stools for the Life Science Center Labs and the Renovation Labs - *Dr. John Selmon*  
Trustee Portenga moved approval; second. Vote unanimous; motion carried.

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

Resolution Adopting Policy Governance – three of the four sections are in place. The Ends policies still need to be completed.

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

10. Announcements

- A. President’s Report
- B. Departmental Updates
- C. Board Comments

With no further business, Trustee Portenga moved to adjourn the meeting. The meeting was adjourned at 1:32 p.m.

Minutes submitted by Secretary, Nancy Frye.

/csd