



Muskegon Community College

BOARD OF TRUSTEES BOARD MEETING MINUTES

August 17, 2022 – 3:30 p.m.
Room 1300 – Stevenson Center – Main Campus

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

Chair Osborn called the meeting to order at 3:30 p.m.

1. Trustee Mullally moved approval of the Agenda; second. Vote unanimous; motion carried.
2. Public Comments and Presentations
 - JB Meeuwenberg, Math Faculty presented on his Sabbatical during winter semester 2022. JB thanked the Board for the approval of the sabbatical. His dissertation was “Assessing the Number Sense of Community College Developmental Mathematics Students.” He will be receiving his Doctorate in Community College Leadership from Ferris State University.
3. Trustee Moore moved approval of the Consent Agenda; second. Vote unanimous; motion carried.
 - A. Minutes
 - Board Meeting Minutes of July 20, 2022
 - Board Retreat Minutes of July 21, 2022
 - B. Budget/Finance
 - I. Financial Report
 - C. Required Approvals – *Chair Osborn*
4. Administrative Reports
 - A. President Selmon highlighted the Michigan Community College Association updates. Dr. Crandall was elected to the Executive Committee and received a service award for 15 years of service. Dr. Selmon was welcomed as a member of the MCCA Board of Directors and was selected to serve as a member on the Legislative Committee. Tina Dee completed the Leadership Academy program.

Dr. Selmon recognized Stephanie Briggs who was chosen as a 2022 Future 15 Award Recipient.

Dr. Selmon has been meeting with area Superintendents and CEO’s. He has also met with the MCCA ADN (Associate Degree in Nursing) to BSN (Bachelor of Science in Nursing) Completion Initiative Work Group led by Brandy Johnson.

Dr. Sue Meeuwenberg will receive the Distinguished Faculty Award tomorrow.

Dr. Yolanda Burris received her Doctor of Nursing Practice in August 2022.

ACCT (Association of Community College Trustees) conference information will be sent to board members.

- B. Student Success Report
 1. Aaron Richman presented the Enrollment Snapshot. 3,422 students are enrolled in the Fall semester.
 2. Student Success Completion Agenda - Dr. Conrad stated that we are having two Achieving the Dream Coaches visit September 20th and September 21st. They will be giving a presentation at the Board meeting. They will be reviewing the Strategic Plan objectives and structure work groups. They will also visit in February.
 3. The Project at a Glance Report is in the President's report.
 - C. Personnel Report – Kristine Anderson reported on new employees, Gayle Beals (Applied Technology faculty), Hieu Do (Math faculty), and Jessica Houser (Social Science faculty). Robert Ross will be retiring after 15 years as the Director of Upward Bound. Robert has been recognized as an Outstanding United Way volunteer.
5. Business Non-Operational
- A. Michigan Community College Association (MCCA) Report – Trustee Crandall shared issues that students might be facing: housing insecurity, food insecurity, and mental health issues. Trustee Frye encourages the Board to attend MCCA conferences.

Dr. Selmon stated that the Jayhawk Hub is designed around transportation, food issues, childcare issues, including mental health issues to provide support and remove barriers. Last Friday, Health West presented at our College Wide meeting.

The Association of Community College Trustees (ACCT) is a good conference to attend with invaluable information.
 - B. Foundation Update – Susan Foley has been in touch with the Jayhawk Hub for ways the foundation can help.
6. Old Business
7. New Business
- A. Trustee Portenga moved approval of the 2022 contract with the Faculty Association. Second. Vote unanimous; motion carried.
 - B. Trustee Moore moved approval to seek bids for US 31 Sign Upgrade. Second. Vote unanimous; motion carried.
 - C. Trustee Mullally moved approval for the Board to support MCC's administration's continued research into options and possible partnerships for an ADN (Associate Degree in Nursing) to BSN (Bachelor of Science in Nursing) program on MCC's campus, with the goal of developing an RFP to solicit program proposals from eligible four-year colleges. Second. Vote unanimous; motion carried.

A. Review [Policy Updates](#) – The Board will vote on the following at the September 2022 meeting.

II. Governance Process

- ✓ 2.10.1 **Board Vacancies** – the office of a member of the Board shall become vacant immediately without declaration of any officer or any acceptance of the Board or its members, upon the death of the incumbent, ~~being adjudicated insane~~ or being found to be mentally incompetent....

III. Executive Limitations

- ✓ 4.07.4 **Asset Protection** – Make any purchase or commit the organization to any expenditure greater than ~~\$35,000~~ \$49,999 without prior Board authorization.
- ✓ 407.5 **Asset Protection** – Unless a sole source item or exceptional circumstances, make any purchases over ~~\$35,000~~ \$49,999 without soliciting formal quotations (sealed bids) nor make purchases between \$10,000 to ~~\$35,000~~ \$49,999 without evaluating at least three quotations. A summary report on transactions from \$10,000 and above will be presented to the Board monthly.

B. Future Agenda Items

8. Announcements

- A. Public Comments – Nicholas Budimir, President of the Faculty Association thanked the Board for passing the contract and the good people on the Administration team. Nicholas looks forward to keeping communication open with the Board.
- B. Board Comments – Trustee Mullally received confirmation that all of our current searches are backfilled or grant funded positions.

The Director of Diversity, Equity, and Inclusion (DEI) posted position will be grant funded and report to Ken James, Chief Diversity Officer. Diversity, Equity, Inclusion and Belonging are now being heard at MCCA meetings. New wording is also Justice, Equity, Diversity, and Inclusion (JEDI). We have a flier for our DEI services.

We can add a calendar of events and conferences coming up in the Board packet. Information should be kept on the Board Portal. Acronyms should be spelled out.

The Finance committee is meeting with the Auditors after the Board meeting.

With no further business, the meeting was adjourned at 5:00 p.m.

Minutes submitted by Secretary Nancy Frye

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