



# Muskegon Community College

## **BOARD OF TRUSTEES BOARD MEETING MINUTES August 19, 2015 – 12:30 p.m. 400Z – Board Room**

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

Chair Crandall called the meeting to order at 12:30 pm.

### 1. Agenda

The Board will go into closed session to discuss property acquisition.

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

### 2. Minutes

#### • Board Work Session Minutes – July 13, 2015

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

#### • Board Study Session Minutes – July 13, 2015

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

#### • Board Meeting Minutes – July 15, 2015

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

#### • Special Board Meeting Minutes – July 27, 2015

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

### 3. Public Comments – there were no public comments.

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

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

The Board requested the MCCA expenses line be added back into the Board of Trustees Expense Report.

#### A. Budget/Finance

##### I. Financial Reports – *Teresa Sturris*

#### B. Required Approvals – *Dr. Crandall*

### 5. Administrative Reports

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

##### a. Enrollment

- b. Student Success Completion Agenda
- c. Personnel Report – *Kristine Anderson*

There were no additional administrative reports.

6. Business Non Operational

A. MCCA Report – *Trustee Oakes*

There was a fantastic summer conference in Traverse City, with 27 of the 28 community college presidents in attendance. One of the presenters gave a great presentation on the generational distribution of higher education, which is available on the MCCA website and a good presentation to review.

B. Foundation Update – *Vice-Chair Osborn*

Everyone was reminded of Founder's Day on September 17<sup>th</sup>.

7. Old Business

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

- Steering Committee
  - i. Science Center
  - ii. Health Center
  - iii. Arts Center
  - iv. Downtown Center

8. New Business

A. MEDC Equipment Purchase/RFQ – *Teresa Sturris*

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

B. Permission to Seek Quotes for CAD Computers – *Mike Alstrom*

Trustee Moore moved approval; second. Alcoa's generous \$70,000 grant for purchase of these CAD computers was recognized. Vote unanimous; motion carried.

C. Construction Management Services RFP - MCC Health and Wellness Center – *Dr. John Selmon*

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

D. Appointment of MCCA Board of Directors Representatives 2015-2016 – *Dr. Crandall*

Trustee Oakes was nominated for Trustee Director by Vice Chair Osborn; second. Vote unanimous; motion carried.

Trustee Frye was nominated as the Alternate Trustee Director by Vice Chair Osborn; second. Vote unanimous; motion carried.

E. Permission to Approve ESSU Contract – *Kristine Anderson*

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

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

- A. Policy Updates
- B. Monitoring Reports
- C. End Policy Review

- Student Success
- Financial Stability
- Community Impact
- Health and Wellness
- Educational Level of the Community

D. Future Agenda Items

- Board agenda topics for the next 1-2 years have been developed and brought before the Board for exploration and discussion. Appointment of the MCCA delegate will be added to the annual board calendar for July. The Board was invited to add any topics they would like to discuss going forward.

E. Board Evaluation – The Board needs to do more work on ends. Staff will begin bringing information on potential student success outcomes for monitoring in the next month or so.

10. Announcements

A. President's Report – *President Nesbary*

- Yesterday President Nesbary attended his first Muskegon Area First Board meeting. One of the agenda items was the Muskegon Promise and how it's moving forward. The Promise Zone will be invited to provide an update to the Board in September.
- Chair Crandall reported that Rotary discussed the Promise Zone, their role, and the scholarships Rotary gives out, and directing educational funds to this initiative would make sense.
- The MCC Board also has the opportunity to look at their BOT scholarships to support the Muskegon Promise. The Foundation for MCC should review this opportunity.

B. Board Comments

- There are several MCC events scheduled for this Friday:
  - 11:30 Ribbon Cutting and 12-2 tours of the New Science Center and renovated areas this Friday.
  - 4:00 preview of the downtown center and a presentation for donors and supporters, with tours of the Masonic Temple and Chronicle buildings from 5-7.
  - MCC is also a sponsor for Friday's Party in the Park.
- Vice Chair Osborn congratulated the negotiating teams. She also congratulated Carlo Spataro and Bill Jackobs on receiving Distinguished Faculty Status awards.

Trustee Portenga moved going into closed session to discuss property acquisition; second

Roll call vote:

Trustee Frye – Yes

Trustee Moore – Yes

Trustee Mullally – Yes

Chair Crandall – Yes

Vice Chair Osborn – Yes

Trustee Portenga – Yes

Trustee Oakes – Yes

Trustee Moore moved coming out of closed session; second.

Roll call vote:

Trustee Frye – Yes

Trustee Moore – Yes

Trustee Mullally – Yes

Chair Crandall – Yes

Vice Chair Osborn – Yes

Trustee Portenga – Yes

Trustee Oakes – Yes

The last item of business is an offer to purchase the Muskegon YMCA building and a Memorandum of Understanding.

Trustee Portenga made a motion that MCC enter into a real estate purchase agreement dated 8/19/15 with the YMCA as presented, with the exception that Exhibit B excluded property be modified slightly because of certain ambiguous language in it pertaining to work space, and at the same time we approve and enter into a Memorandum of Understanding, also dated 8/19/2015, with the YMCA as presented; second.

The MCC trustees voiced their approval of entering into this agreement, as did representatives from the YMCA, indicating it would be a win-win for both organizations.

Chair Crandall commented on the exceptions to Exhibit B – our attorneys have both talked about this and agreed, as have Chair Crandall and the Y's Board Chair. When work space was discussed we didn't want to sell spaces to the Y to store their stuff, but rather make those facilities available to them, but they should not be exempt from the sale itself. Our attorneys indicate we can simply do that by amending Exhibit B, crossing out those areas and clarifying the language. This is more of an editorial change and doesn't change the intent moving forward.

Vote unanimous; motion carried.

With no further business, the meeting was adjourned at 1:33 p.m.

Minutes submitted by Secretary, Nancy Frye

/csd