



# Muskegon Community College

## BOARD OF TRUSTEES BOARD STUDY SESSION MINUTES

September 14, 2015 – 4:00 p.m.

Room 1100 – Stevenson Center Lecture Hall

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

Chair Crandall called the meeting to order at 4:01 pm.

### 1. Agenda

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

### 2. Minutes

- Board Study Session Minutes – August 17, 2015

There were no changes.

- Board Closed Session Minutes – August 17, 2015

Distributed for review.

- Board Meeting Minutes – August 19, 2015

1) MCCA report – presentation on the millennium will be edited to read: presentation on the **generational distribution of higher education**.

2) Page 12, August 19 minutes, the last full paragraph will be edited to read: **our** attorneys.

3) Page 23, President's Report – Downtown Center will be edited to read: construction expected to start in March or April of **2016**

- Board Closed Session Minutes – August 19, 2015

The specific piece of property discussed will be added to the minutes.

### 3. Public Comments and Presentations

- MCC Health and Wellness Center Concept – *Mercy Health and GVSU – September 14<sup>th</sup>*

– Kim McGuire, Mercy Health Muskegon, and Dr. Cynthia McCurren, Dean and Professor at Grand Valley Kirkhof College of Nursing discussed the concept of a nurse managed primary care center on the MCC campus, a partnership between MCC, Mercy Health and GVSU. Kim McGuire received final approval from her administrative board today, to move forward with this project.

– The latest needs assessment for primary care in the 49442 zip code reflects a huge need for primary care in this area. The deficit of primary care providers in Muskegon County has been recorded to be between 15-20. There have been several good discussions about the concept of placing a clinic inside MCC's Health & Wellness Center.

– This collaboration with the college would provide more nurse practitioners, which is a huge need in this area of our community.

- Muskegon ranks 69 of 82 counties in Michigan in terms of being a healthy county.
  - Handouts were distributed summarizing the vision, background/rationale, proposal, and benefits to Mercy, GVSU and MCC.
  - The Muskegon Promise presentation is scheduled for the *September 16<sup>th</sup> Board Meeting*
4. Consent Agenda (*Board Action Required - Vote*)
- The MCCA expense line was added back into the Board of Trustees Expense report.
  - Final numbers for the 2014-15 budget are not ready to present quite yet, but administration is certain the year will close on a positive note. The auditors are scheduled to be on campus next week.
- A. Budget/Finance
- I. Financial Reports – *Teresa Sturuss*
  - B. Required Approvals – *Dr. Crandall*
5. Administrative Reports
- A. Student Success Report – *Dr. John Selmon*
- a. Enrollment
  - b. Student Success Completion Agenda – The Student Success Team of J. B. Meeuwenberg, Jenny Klingenberg and Kelley Conrad gave a presentation on student success, summarizing practices implemented at MCC and statistics gathered over the last 5 years. The Board needs to develop ends policies, some of which will be around student success, and is interested in outcomes and what indicators will track these programs going forward, so they may set expectations for administration.
  - c. Personnel Report – *Kristine Anderson*
    - There have been four replacements in the past month – Christina Donley was selected as the new Director of Nursing; Jane Gruler, the new testing services manager started today; Martha Rogers was hired as a part-time financial aid clerk; and one custodian who was promoted to a maintenance tech at the downtown facility was replaced.
    - A flu shot clinic is scheduled for employees and students on September 29<sup>th</sup> from 11:00 a.m. to 1:00 p.m. and nursing is working on a community event as well.
    - Darlene Peklar, senior clerk for Enrollment Services with 26 years of service, will be retiring at the end of the year.
    - Benefit summary information for the next enrollment year was distributed and discussed.
6. Business Non Operational
- A. MCCA Report – *Trustee Oakes*
- The College Promos campaign, a free 2-year degree proposed by President Obama, was mentioned.
  - Dr. Nesbary and 6 faculty/staff will be attending the MCCA Student Success Summit on October 1<sup>st</sup>.

B. Foundation Update – *Vice-Chair Osborn*

The annual Founder's Day event is this Thursday and tickets are still available.

7. Old Business

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

- Steering Committee
  - i. Science Center – finishing the punch list for the renovated area and the new center.
  - ii. Health Center – Met last Friday with 17 construction companies. A survey went out via email and 400 responses have been received so far. Everyone was asked to give their input. Mercy Health is interested in 4,100 sq. ft. of space; the details and benefits of MCC partnering with Mercy were discussed in detail.
  - iii. Arts Center – Four architectural companies were chosen from the 16 who responded and meetings will continue.
  - iv. Downtown Center – is in the design development phase.
  - v. The lower kitchen remodel should be ready next week.

Where funds are coming from for each project was discussed and the report will be updated to reflect this information for all projects.

8. New Business

A. Permission to Seek Quotes and Purchase for Server Life Cycle Replacements – *Jason Miller*

This request is for already budgeted equipment, not to exceed \$45,000, to go with lowest bidder to replace three servers. The budgeted amount will be added to the recommendation.

B. Muskegon ISD Utility Easement Request – *Dr. John Selmon*

This is the area attached to the east parking lot on the north side of our nature preserve area and runs 20 ft. into the natural area. Gerald Nyland provided further details of the request. It was requested that the ISD replace trees with equally natural trees.

C. Natural Gas Supply Vendor Ownership Change – Gerald Nyland presented a summary of this request.

D. Hispanic Heritage Month Resolution

The resolution will be read at the Board meeting on Wednesday.

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 – Access Health Presentation in October
- E. Board Evaluation –
  - Trustees liked the presentations today.
  - To begin working on ends policies soon.
  - The ACCT has asked if Dr. Nesbary and the Trustees attending the ACCT Leadership Congress would be willing to serve on a panel.

10. Announcements

- A. President’s Report – *President Nesbary*  
The MCC Motor Sports Club set its third world record with our electric dragster, Short Circuit; our vehicle reached 110.57 miles in 11.7421 seconds.
- B. Board Comments

Trustee Oakes moved going into Closed Session to discuss property acquisition.

Roll Call Vote:

- |                        |                        |
|------------------------|------------------------|
| Trustee Frye – Yes     | Trustee Moore – Yes    |
| Trustee Mullally – Yes | Trustee Crandall – Yes |
| Trustee Osborn – Yes   | Trustee Portenga – Yes |
| Trustee Oakes – Yes    |                        |

Trustee Mullally moved coming out of closed session; second.

Roll Call Vote:

- |                        |                        |
|------------------------|------------------------|
| Trustee Frye – Yes     | Trustee Moore – Yes    |
| Trustee Mullally – Yes | Trustee Crandall – Yes |
| Trustee Osborn – Yes   | Trustee Portenga – Yes |
| Trustee Oakes – Yes    |                        |

With no further business, the meeting was adjourned at 5:56 p.m.

Minutes submitted by Secretary, Nancy Frye

/csd