



# Muskegon Community College

## **BOARD OF TRUSTEES BOARD MEETING MINUTES September 21, 2016 – 12:30 p.m. 400Z – Board Room**

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

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

1. Agenda – Trustee Mullally moved approval of the agenda; second. Vote unanimous; motion carried.
2. Board Meeting Minutes of August 17, 2016 – Trustee Frye moved approval of the minutes; second. Vote unanimous; motion carried.
3. Public Comments and Presentations
  - Scholarship Presentation – Dr. John Selmon & Bruce Wierda  
A committee met and reviewed scholarships to determine whether MCC is effectively using the scholarship dollars for recruitment, retention, unreached populations, etc. Currently all MCC scholarships are restricted and most MCC foundation scholarships are unrestricted. The Board requested specific recommendations from the Scholarship Committee of what action they would recommend as an institution. Bruce will follow up with the committee and a recommendation will be brought back to the Board.
4. Consent Agenda (Board Action Required - Vote)  
Trustee Osborn moved approval of the consent agenda; second. Vote unanimous; motion carried.
  - A. Budget/Finance
    1. Financial Reports – *Teresa Sturris & Ken Long*
  - B. Required Approvals – *Dr. Crandall*
5. Administrative Reports
  - A. Student Success Report – *Dr. John Selmon*
    1. Enrollment
    2. Student Success Completion Agenda – Kelley Conrad gave a presentation on Student Success, which is comprised of three main components: 1) the strategic leg (Kelley, JB and Jenny are the student success leads); 2) the operational leg (those who carry out the high impact practices); 3) the training leg – (soft skills, IT training, etc.) She also discussed how teams are using the 4dx model of execution to help move important goals forward.
    3. Personnel Report – *Kristine Anderson*
      - Fall increases have been processed.
      - Patti D'Avignon will be moving to the role of Director of Student Success; Stephanie Briggs was promoted to the Director of Admissions; Ann Bancroft from Ferris was hired

as a nursing faculty member; Dawn Platt was hired for the Medical Assistant faculty position; and Chris Nowak will be moving to the Allied Health Senior Clerk position.

- MCC will be holding a flu shot clinic on campus September 27<sup>th</sup>.
- MCC had nine participants for the recent United Way Day of Caring: Kim Salinas, Pete Koryzno, Stephanie Briggs, Ashley Battle, Heidi Feldpausch; Tonia Lans, Robert Ross, Jody Miller and Sherry Snell.

## 6. Business Non Operational

### A. MCCA Report – *Trustee Oakes*

Trustee Oakes stated that as the Board receives the weekly or monthly report forwarded by Dr. Nesbary, if there is anything anyone wants to discuss or get further information on, to let her know.

### B. Foundation Update – *Vice-Chair Osborn*

- Vice Chair Osborn gave an update on Founder's Day – while there were fewer participants, \$3,000 more was raised for a total of \$15,483.
- The next foundation board meeting is scheduled for November 17, 2016. The FMCC board will continue work with the capital campaign consultant. The Board of Trustees asked that the FMCC board discuss in further detail the \$10M FMCC fundraising goal and what they believe is in the realm of possibility. The Board of Trustees would like a realistic estimate of what that gap is. It was noted that the \$10M fundraising goal is a recommendation to the FMCC board and not yet something they have committed to.
- Dick Dolack resigned from the FMCC board due to health reasons. He has been an extreme advocate of MCC and his participation on the FMCC board will be greatly missed.
- The Board suggested placing an ad to share with the community about MCC being ranked 27<sup>th</sup> in the nation as a best value community college. Trynette noted there was a press release issued. Trynette will design an ad and forward it to the Board for approval.

## 7. Old Business

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

- Steering Committee
  1. Science Center
  2. The Health & Wellness Center has a November 1<sup>st</sup> deadline to submit schematic design work to the state.
  3. Arts & Humanities Center – a group of faculty and staff are meeting on a regular basis for planning.
  4. Downtown Center – construction pictures have been added to the website and the Board portal.

## 8. New Business

### A. Permission to Seek Bids for Budgeted Fiber Cabling – *Mike Alstrom*

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

### B. Approval of the MCC Local Strategic Value Resolution – *Teresa Sturuss*

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

### C. Bond Refinance Documents - *Teresa Sturuss/Ken Long*

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

D. A Hispanic Heritage Month Resolution was read and signed by the Trustees.

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

- A. [Policy Updates](#) – As the Board moves through the agenda, their role is changing under policy governance. The Board needs to decide whether to let that former responsibility pass on to administration as a means, or whether a specific ends policy needs to be created. These are the items the Board needs to review as they move through their evolutionary process.
- B. Monitoring Reports
- C. Ends Policy Review and Approval
- Financial Stability
  - Community Impact
  - Health and Wellness
  - Educational Level of the Community
- D. Future Agenda Items
- E. Board Evaluation – Chair Crandall indicated this may be dropped from the agenda going forward as the evaluation has been completed.

10. Announcements

- A. President's Report – *President Nesbary*
- Of note, the Emsi agreement is going to be used partially to support the community impact ends policy once it's crafted. This will focus on the capital budget or the infrastructure budget.
  - Dr. Nesbary also noted that the positions being added or modified are being done with student success and MCC's strategic planning in mind, to track what is being done to support those initiatives.
- B. Board Comments
- Dr. Crandall noted that for the upcoming ACCT Leadership Conference, MCC is entitled to one vote. One representative from the Board must be appointed to be the voting delegate.
  - Trustee Portenga nominated Dr. Crandall as MCC's voting delegate; second. Vote unanimous; motion carried.

With no further business, Trustee Moore moved to adjourn the meeting; second. Vote unanimous; motion carried. The meeting was adjourned at 1:31 p.m.

Minutes submitted by Secretary Nancy Frye.

/csd