



Muskegon Community College

BOARD OF TRUSTEES BOARD MEETING MINUTES September 17, 2014 – 12:30 p.m. Room 1100 – Stevenson Center Lecture Hall

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

Absent: Chair Crandall and Trustee Lester

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

1. Agenda

It was noted that agenda item 8. H., a resolution for Hispanic Heritage Month, was added.

Trustee Mullally made a motion to accept the agenda with the addition; second. Vote unanimous; motion carried.

2. Minutes

- Board Study Session Minutes – August 18, 2014

Trustee Mullally made a motion to accept the Board Study Session minutes of August 18, 2014; second. Vote unanimous; motion carried.

- Board Closed Session Minutes – August 18, 2014

Trustee Frye made a motion to accept the Board Closed Session Minutes of August 18, 2014; second. Vote unanimous; motion carried.

- Board Meeting Minutes – August 20, 2014

Trustee Portenga made a motion to accept the Board Meeting Minutes of August 20, 2014; second. Vote unanimous; motion carried.

3. Public Comments

- Vice Chair Osborn announced that today is Constitution Day, as well as Citizenship Day.

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

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

A. Budget/Finance

1. Finance Committee Report – *Trustee Oakes*
2. Treasurer and Financial Reports – *Trustee Oakes*

B. Personnel

1. Personnel Committee Report – *Trustee Mullally*

5. Administrative Reports
 - A. Academic Affairs – *Teresa Sturuss*
 - B. Student Success Report – *Dr. John Selmon*
 - a. Enrollment
 - b. Student Success Completion Agenda

Dr. Selmon indicated as part of MCC's Student Success and Completion Agenda, one of our key pieces is Academic Goal Setting and Planning, so we are trying to get all students to "Commit to Complete" and declare a major, showing their support by signing a banner located at the main campus entrance. The goal is to get 1,000 signatures and everyone was invited to stop by to sign the banner.

- C. Personnel Report – *Kristine Anderson*

6. Business Non Operational

- A. MCCA Report – *Trustee Oakes*

Tomorrow is the 2014 Michigan Student Success Summit in Lansing, the 18th and 19th and four representatives from MCC will be attending.
- B. Foundation Update – *Vice-Chair Osborn*

This year there may be a sellout crowd. Lots of wonderful items are on the silent auction, which is on the website for review. Tomorrow is also National Cheeseburger Day!

7. Old Business

- A. Construction Project Committees – *Dr. John Selmon* reported that we are moving along, hitting our benchmarks, timelines and milestones with the projects.
 - a. Steering Committee
 - i. Science Center
 - ii. Health Center
 - iii. Arts Center
 - iv. Downtown Center
- B. Policy Governance – *Chair Crandall*

8. New Business

- A. Request for Approval Department Chairperson/ Coordinator Stipends 2014 Fall Semester – *Kristine Anderson*

Trustee Portenga moved approval; second. Vote unanimous; motion carried.
- B. Permission to Appointment Adjunct Instructors 2014 Fall Semester – *Kristine Anderson*

Trustee Mullally moved approval; second. Vote unanimous; motion carried.
- C. Sole Source Purchase Request for the Purchase of Lincoln Electric Company VRTEX 360 Refurbished Virtual Reality Arc Welding Training Solution – *Teresa Sturuss*

Trustee Oakes moved approval; second. Vote unanimous; motion carried.
- D. Sole Source Purchase Request for the Purchase of Collision Repair Equipment Custom Educational Version Blowtherm Ultra 3000 Paint Booth, Garmat Fan System, Air Dry Blower System, 2 - Dupont X-Pert Downdraft Prep Stations
Trustee Portenga moved approval; second. Vote unanimous; motion carried.
- E. Fund Balance Transfers – *Beth Dick*

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

F. Public Hearing and Approval of Debt Millage Rate – *Beth Dick*

Trustee Mullally moved going into a public hearing; second. Vote unanimous; motion carried.

A roll call vote was taken:

Trustee Frye – Yes

Trustee Oakes – Yes

Vice Chair Osborn – Yes

Trustee Portenga – Yes

Trustee Mullally – Yes

Beth Dick read the summary for this agenda item and there were no additional questions.

Trustee Portenga moved going out of the public hearing; second.

A roll call vote was taken:

Trustee Frye – Yes

Trustee Oakes – Yes

Vice Chair Osborn – Yes

Trustee Portenga – Yes

Trustee Mullally – Yes

Trustee Oakes moved approval of the debt millage rate; second. Vote unanimous; motion carried.

G. Security Services Contract Recommendation – *Dr. John Selmon*

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

H. Hispanic Heritage Month Resolution – *Vice-Chair Osborn*

The resolution was read aloud by Trustee Frye.

Trustee Portenga moved adoption of the resolution; second. Vote unanimous; motion carried.

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

10. Announcements

- [MCC Founder's Day](#) – September 18, 2014, 6:00 – 8:30 p.m. @ The Lake House details at www.muskegoncc.edu (tickets at the advance rate of \$19.26 available in room 400 through 3pm Friday, September 12)
- [October Finance Committee Meeting and Study Session moved to 400z October Board Meeting in 1100](#)

A. President's Report – *President Nesbary*

Dr. Nesbary reported there was a Chronicle Building walk through yesterday and Plant Manager, Jerry Nyland was very impressed. We are moving forward with due diligence and environmental work. Faculty and staff will walk through on Friday. An environmental firm is helping MCC with the environmental assessment phase and did a walk through yesterday, indicating it looks good and they only expect minor issues. Dr. Nesbary expects to be able to have the building assessed by the end of October, with a recommendation to the Board to close in November. A draft RFP is also being put together for architectural services, which won't be released until closing.

B. Departmental Updates – *President Nesbary*

C. Board Comments

With no further business, the meeting was adjourned at 12:55 p.m.

Minutes submitted by Secretary, Nancy Frye.

/csd