



# Muskegon Community College

## BOARD OF TRUSTEES BOARD MEETING MINUTES

**April 19, 2023, 12:30 p.m.**  
**Room 2109E – Main Campus**

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

Absent: Trustee Crandall

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

I. Trustee Frye moved approval of the Agenda; second. Vote unanimous; motion carried.

II. Public Comments

III. Presentations

Jenny Klingenberg English Faculty – Association of College and University Educators (ACUE) presentation

ACUE is Higher Ed's *only* nationally recognized teaching credential and is endorsed by the American Council on Education. The training was for student success through exceptional teaching. ACUE is used for improved instruction and ongoing faculty training.

Forty-two faculty began the certification and 38 earned certifications, which included 16 adjunct instructors and 22 full-time instructors. The certificate was for four Micro-Credentials.

The commitment was for nine months (March through December 2022), with 25 weekly modules for 3-5 hours per week.

The faculty that participated in ACUE will wear an ACUE medallion at Commencement.

Thank you for investing in MCC faculty.

IV. Trustee Portenga moved approval of the Consent Agenda; second. Vote unanimous; motion carried.

A. Minutes

- Board Meeting Minutes of March 15, 2023

- B. Budget/Finance –
  - 1. Financial Reports
  - 2. Project(s) at a Glance
- C. Required Approvals – *Chair Osborn*

V. Administrative Reports

A. President's Report

The MCC Expo awarded Taylor Martinez a 2-year scholarship to MCC.

President Selmon is on the Michigan Community College Association Legislative Committee and attended the meeting on April 10<sup>th</sup>. The three legislative priorities are, Invest in Student Success, Support Talent Development, and Commit to Community Vitality.

On April 13<sup>th</sup> President Selmon attended Community College Day in Lansing and shared community college concerns. MCC Student Government president Benjamin Hosler, MCC employees Kaylee Wolff and Isabel Grace, and MCC's mascot Jay attended.

The new "Kick-Off!" summer program has close to 100 students interested in the program for math and English support.

We have a Chief Advancement Officer starting May 1<sup>st</sup>. The Distinguished Alumni dinner will be held on May 1<sup>st</sup> for Trustee Kathy Moore, and we will recognize Trustee Portenga for the 2021 Distinguished Alumnus and Asaline Scott for the 2022 Distinguished Alumnus.

B. Student Success Report

1. Summer Enrollment Snapshot

Dr. Patti D'Avignon reported that we are 77% to goal for headcount for the Summer semester.

We are working on communication to Reconnect and Stop-Out students, we have extended drop-in Counseling, are receiving College Guest and Dual Enrollment applications, and information is provided to home school students,

2. Student Success Completion Agenda

Dr. Kelley Conrad reported that we are using our data better. We are working on improving the student experience, increasing persistence, retention, and completion rates.

C. Personnel Report

VI. Business Non-Operational

- A. Michigan Community College Association (MCCA) Report
- B. Foundation Update

VII. Old Business

VIII. New Business

- A. Trustee Moore moved approval for permission to award the purchase of two Clausing Colchester 8027J lathes from Vander Ziel Machinery for a total of \$51,968.00, to be paid for from Perkins Grant funds and budgeted to Applied Technology department funds; second. Vote unanimous; motion carried.
- B. Trustee Portenga moved approval that permission be granted to Academic Affairs to issue a Request for Quotes (RFQ) for Automation Lab FANUC; second. Vote unanimous; motion carried.
- C. Trustee Mullally moved approval that the President be granted permission to contract with Hurst Mechanical for the Stevenson Center Heating and Chilled Water Piping Replacement Project for the anticipated amount of \$303,076; second. Vote unanimous; motion carried.
- D. Trustee Mullally moved approval that the President be granted permission to contract with Wood Trucking for the Sturris Technology Center Stem Wall Repair project for the anticipated amount of \$101,800; second. Vote unanimous; motion carried.
- E. Proposed Tuition and Fee Increases

Beth Dick presented on the Tuition and Fee increases for FY2023-2024. We have some strong programs; Promise Zones, Michigan Reconnect, Futures for Frontliners, part-time students, and Dual Enrolled and Early College students.

We expect health care costs to go up, we evaluate open positions carefully, we monitor expenses, and we plan courses to meet students' needs and monitor enrollment for efficiencies.

We expect increased revenue in additional property tax revenues and additional state aid. The Direct Credit rate (college level courses taught in their own high school, taught by the high school instructors) has not increased since 2016.

The state has a tuition restraint cap of 4.5%. MCC's cohort community colleges are proposing an average tuition increase of approximately 4.0% in 2023-24.

This proposal is expected to generate approximately \$600,000 additional revenue over the FY22-23 Projection. With the proposed increase, the annual cost of attendance for a full-time, in-district student with 30 contact hours will be \$5,260, which is a \$195 increase over the prior year. Pell is increasing to \$7,395 which still results in a sizable refund to Pell recipients.

Tuition/Fee	Current Rate	Proposed Rate	\$ Increase	% Increase
In-district	\$125.00	\$130.00	\$5.00	4.00%
Out-of-district	\$234.00	\$243.00	\$9.00	3.85%
Newaygo Promise	\$195.00	\$200.00	\$5.00	2.56%
Out-of-state	\$327.00	\$340.00	\$13.00	3.97%
Direct Credit	\$35.00	\$40.00	\$5.00	14.28%
Technology	\$26.00	\$27.00	\$1.00	3.85%
Infrastructure	\$15.50	\$16.00	\$0.50	3.23%

Trustee Moore moved approval of Proposed Tuition and Fee increases for the Fall semester 2023; second. Vote unanimous; motion carried.

- F. Trustee Mullally moved approval that Administration be granted permission to negotiate and enter into a contract with Anthology, to provide learning management systems, not to exceed \$450,000 for a five-year contract; second. Vote unanimous; motion carried.
- G. Trustee Mullally moved approval for the Administration to negotiate a contract with Ellucian for IR services, not to exceed \$243,000/year and for no more than five years; second. Vote unanimous; motion carried.

IX. Board of Trustees Policy Governance – Chair Osborn

A. Policy Updates

II. Governance Process

- ✓ 2.14.3.I Approval of agenda/modifications as necessary  
Trustee Portenga moved approval. second. Vote unanimous; motion carried.
- ✓ 2.14.3.V.C. The Personnel Report on the agenda will be voted on at the next meeting to come under Consent Agenda, 2.14.3.IV.D.

B. Future Agenda Items

X. Public General Comments

XI. Board Comments/Announcements

Ken James Chief Diversity Officer was mentioned in an article about diversity, equity and inclusion in Higher Education in the *Muskegon Lakeshore* magazine.

The Annual Board calendar at the end of the Agenda is appreciated by the Board.

The Golf Course looks beautiful. The Staff league starts on May 9<sup>th</sup>.

Thank you to Candy Pickard and the IT staff for the boardroom set up.

XII. Adjournment: 2:05 p.m.

Minutes submitted by Secretary Nancy Frye.

/ph