



**BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
FEBRUARY 18, 2009**

Present: Donald Crandall, Nancy Frye, Dorothy Lester, Ann Oakes, Roy Portenga, Barbara Saint Denis and Larry Wright

Absent: No One

I. Agenda –

Motion by Trustee Oakes, second, to accept the agenda as presented. Vote unanimous, motion carried.

II. Minutes –

Motion by Trustee Portenga, second, to accept the minutes as presented. Vote unanimous, motion carried.

III. Public Comments – None.

IV. Consent Agenda

A. Budget/Finance

1. Treasurer's and Financial Reports – page 10
2. Enrollment Report – page 25

B. Personnel

1. Personnel Report – page 26
2. Ratification of Appointments – Department Chairpersons and Coordinators Stipends and Adjunct Faculty – page 27

Motion by Trustee Crandall, second, to approve the Consent Agenda. Vote unanimous, motion carried.

Non Operational

- A. Finance Committee Report – The report was given at the Study Session on Monday and that will stand.
- B. Personnel Committee Report – No report.
- C. MCCA Report – No report.
- D. Permission to sell Heidelberg Single Color Offset Press – page 36

Motion by Trustee Wright, second, that permission be granted to sell the Heidelberg Press as stated. Vote unanimous, motion carried.

E. Permission to seek bids on the Student-One-Stop Project-Phase II – page 37

Motion by Trustee Wright, second, for permission to seek bids on the Student-One-Stop. Vote unanimous, motion carried.

V. Old Business

A. Board Evaluation – A retreat will be scheduled at a later date to discuss the Board Evaluations.

B. Foundation By-laws – page 38

Motion by Trustee Crandall, second, to approve the Foundation By-Laws.

Discussion: There will be up to 21 assigned members, plus appointed members.

Vote unanimous, motion carried.

VI. New Business – Next meeting the Board will re-visit trustee travel as the Board looks at the new budget.

VII. Board of Trustees Policy Manual

IX. Announcements/Reports

A. Business Process Mapping – Student Services gave a presentation on streamlining their processes. The departments found a number of short cuts in Financial Aid and student loans. They learned to accomplish short cuts on the spot via queries. Admission could take eight weeks or longer four to five years ago, and now with the new system students frequently have their answer in two business days. Students like this process because they have more information available to them through Web-Advisor. This is just the first phase of three or four phases. They need to prioritize, measure and benchmark going forward. They will monitor Triage and find out how many times the call has been transferred and identify metrics to monitor performance.

B. Committee Assignments- Chair Lester stated that Roy Portenga is the Chair of the Personnel Committee. All other assignments were announced at the Study Session on Monday.

C. Chair update of Presidential Search – The Search Committee will interview the semi-finalists next week.

D. Interim President's Report – This was given at the Study Session on Monday.

E. Trustee Frye gave her report on the National Legislative Conference in Washington, DC. She reported she went to a session on tracking students through their school years which was very informative. She stated she learned a great deal at the conference.

F. Trustee Wright gave his report on the National Legislative Conference and textbooks continue to be a challenge. Also, there are ten community colleges across the nation which will be chosen to work with autistic students. This is the fastest growing group of challenged persons on college campuses..

G. Motion by Trustee Portenga, second, to move into Executive Session to discuss a real estate matter. Vote:

Barbara Saint Denis	yes	Roy Portenga	yes
Nancy Frye	yes	Don Crandall	yes
Larry Wright	yes	Ann Oakes	yes
Dorothy Lester	yes		

H. Motion to move out of Executive Session by Trustee Wright, second. Vote:

Barbara Saint Denis	yes	Roy Portenga	yes
Nancy Frye	yes	Don Crandall	yes
Larry Wright	yes	Ann Oakes	yes
Dorothy Lester	yes		

I. In addition to the Interim President's report, an issues/action list will still be issued. The entire Board is to agree what goes onto the list.

J. The Finance Committee will meet on March 10th at 4:00 p.m.

Motion by Trustee Frye, second, to adjourn at 1:50 p.m.

Minutes submitted by Trustee Portenga/kb