

**BOARD OF TRUSTEES
BOARD MEETING MINUTES
August 20, 2008**

Present: Chair Portenga, Vice-Chair Lester, Trustee Bednarek, Treasurer, Trustee Crandall, Trustee Oakes, Trustee Saint Denis and Trustee Wright, Secretary

Absent: No One

I. Agenda

Motion by Vice Chair Lester, second, to accept the agenda as presented, vote unanimous. Motion carried.

II. Minutes

Motion by Trustee Crandall, second, to accept the minutes as corrected, vote unanimous. Motion carried.

III. Public Comments

Mr. Richard Kraft, honored as Distinguished Alumni at last year's commencement graduated from the class of MCC 1949, spoke about his donation to assist in the greater presence of the Alumni organization and the Foundation on campus. He is constantly promoting MCC and supports the hiring of a full time Director of the Foundation.

Mr. Marion Frantz spoke with two voices, his and Nancy Rubinsky's. He thanked Dr. Rule for all he has done for MCC.

IV. Consent Agenda (*Board Action Required*)
A. Budget/Finance

1. Treasurer's and Financial Reports
 2. Enrollment Report
 3. Award of Bid – Lifecycle Computers
 4. Permission to Sell – Annual Surplus Auction
- B. Personnel
1. Personnel Report
 2. Appointment – Mathematics Faculty
 3. Appointment – Anthropology/Geography Faculty
 4. Appointment – Manufacturing Faculty
 5. Appointment – 2008/09 Coaches
- C. Issues List

Appointment – 2008-09 Coaches – Trustee Oakes requested clarification of the \$500 stipend added to the coaches' salary schedule for 2008-09. The stipend was recommended for approval to compensate coaches for an extended season. MCC has been fortunate in having successful teams winning the Conference, Regional, State or Nationals. Playing in any of these tournaments would require more time. A one time \$500 stipend for reaching one of the levels is recommended. This would be paid to both the head coach and the assistant coach of the particular team. A question was raised as to what it would cost if all teams went into an extended season. Totally, it would cost \$7,000. The additional compensation was recommended by the Athletic Director and Vice President of Student Services and presented to the Board as part of the coaches' salary policy.

Trustee Bednarek stated that the enrollment report did not have summer of 2008 included and the correct report was passed out at the meeting.

Three new faculty positions were awarded: Mathematics, Geography/Anthropology and Manufacturing, and two of the faculty present were introduced; Social Sciences and Anthropology faculty Papa N'Jai and Manufacturing Technologies Tom Martin.

Motion to accept the Consent Agenda as presented by Vice Chair Lester, second, vote unanimous. Motion carried.

Chair Portenga welcomed both new faculty members to the family of MCC.

- V. Non Operational
- A. Finance Committee Report – Trustee Bednarek, Treasurer, reported that the Finance Committee did meet and discussed the

- Interim President's compensation. Trustee Bednarek, Treasurer, reported that the Finance Committee met with Tim Arter and Eric Von Dop from Brickley Delong. One item of discussion was the Audit Schedule. The Finance Committee did recommend that the Audit Schedule as presented be adopted by the Board and updates on the progress of the Audit be part of the monthly issues list.
- B. Personnel Committee Report – Trustee Oakes reported that the Personnel Committee continues to work on the Nepotism Policy. Language sent to the College attorney for review and rewrite has been received. The Personnel Committee will determine the final language and present it to the full Board for adoption at a later date.
 - D. MCCA Report – Trustee Oakes reported on the annual conference held in Traverse City. This year's theme and subjects were built around "celebrating success." Trustee Oakes acquired some interesting tapes in Spanish from St. Clair County Community College and passed them on to Kathy Tosa, instructor and International Coordinator.
 - E. Easement Request – Consumers Electric (*Board Action Required*) Motion to grant the easement by Trustee Wright, second. Discussion: Trustee Crandall inquired as to whether the questions he raised on the easement agreement at the Study Session had been resolved. Joe Doyle, Associate Vice-President of Administration responded that they had been corrected as requested. Vote unanimous. Motion carried.
 - F. Permission to Purchase – Front End Loader (*Board Action Required*) Motion by Trustee Wright, second. Discussion: The money for this purchase will come out of the RRR Fund. Trustee Bednarek asked what the projected life on this equipment would be. Joe Doyle, Associate Vice President of Administration responded it would be approximately 15 years. Vote unanimous, motion carried.
 - G. Permission to Post – Graphics Technology Position (*Board Action Required*) Motion to post a Graphics Technician position by Trustee Oakes, second. Discussion: It was noted that there was a difference in the title on the attached position posting and what was listed on the Agenda. The position will be posted as a Graphics Technician. Vote unanimous, motion carried.
 - H. Board Orientation – Phase 1 Recommendation from Board Orientation Committee (*Board Action Required*) Motion that the New Trustee Orientation be adopted by Trustee Crandall, second. Discussion: Trustee Oakes stated the President's goals should be taken out of the language from the Board Retreat of 2/21/07. Trustee Lester stated concern regarding what the timelines would be for the orientation to be concluded. It was determined that information packets could go out from the President's office as soon as possible after the approval. Chair

Portenga thanked the committee of Trustees Crandall, Oakes and Saint Denis for putting this information together. Vote unanimous, motion carried.

I. Interim President Contract (*Board Action Required*)

Motion by Trustee Bednarek, with a second, that it is the recommendation of the Chair, with assistance from both Personnel Committee and the Finance Committee that Diana R. Osborn serve as the Interim President effective September 2, 2008 until such time as a new President has been inducted or a date determined by either party. Accordingly, it is agreed that Diana Osborn's current salary be increased by \$25,000 to \$127,553 (prorated amount based upon the time frame), the Interim President will have use of the current President's vehicle including access to gas card(s), and other fringe benefits as stated in the extant Board of Trustees Personnel Policy Manual for Administrative, Professional and Support Staff.

Roll call vote:

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| Trustee Oakes | yes | Trustee Bednarek | yes |
| Trustee Lester | yes | Trustee Wright | yes |
| Trustee Crandall | yes | Trustee Saint Denis | yes |

Vote unanimous, motion carried.

J. Bank Resolution (*Board Action Required*)

Motion by Trustee Wright, second, that the banking Resolution be approved by the Board of Trustees and signed by the Secretary. Vote unanimous, motion carried.

K. Audit Schedule (*Board Action Required*)

Motion by Trustee Bednarek, Treasurer, second, that the approval of the time table (attached) for the Audit for year ending June 30, 2008 be approved. Discussion: Trustee Oakes reiterated that a progress report on the Audit be on the monthly issues list. Vote unanimous, motion carried.

L. President's Separation Agreement – Chair Portenga read the Separation Agreement into the minutes. Motion by Trustee Crandall, second, to accept this agreement as presented.

Discussion: Chair Portenga thanked President Rule for all of his hard work and expertise. Vote unanimous, motion carried.

VI. Old Business

A. Review of Proposals – Presidential Search Firms – At the Study Session on Monday, August 18, five presenters introduced themselves, gave a synopsis on the background of the respective firms and answered questions regarding their proposals. Motion by Trustee Lester, second, that two firms, ACCT and Performance

Executive Search be invited back to the Regular Meeting of the Board of Trustees in September to give a formal presentation to the Board regarding the Presidential Search. Vote unanimous, motion carried.

VII. New Business

- A. The Presidential Search firm will be voted on at the September Board Meeting on September 17, 2008.

VIII. Board of Trustees Policy Manual – Update

- A. It was noted that numbering of the Trustee Education Policy and Procedures needs to be the same. This will be clarified.

IX. Announcements: Chair Portenga made the following announcements:

- A. The resignation of Mark Jacobitz, Food Service Director from Creative Dining effective August 29, 2008. He wished Mark well in his new endeavors. Mark will be replaced by Rick Lowing.
- B. A presentation of the current status of the Academic Master Plan was made at the Study Session on Monday, August 18, 2008 by Bob Ferrentino, Vice President of Academic Affairs and Teresa Sturrus, Associate Vice President of Academic Affairs.
- C. Announced a farewell reception for Dr. Rule immediately following the Board Meeting.
- D. Aaron Hilliard introduced MCC's new evening receptionist/switchboard operator Chase Phillips.

Motion to adjourn by Trustee Lester at 4:50 p.m., second, vote unanimous.

Motion carried.