



**Muskegon Community College**

221 S. Quarterline Road • Muskegon, Michigan 49442

**BOARD OF TRUSTEES  
REGULAR BOARD MEETING MINUTES  
MAY 20, 2009**

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

Absent: No one

I. Agenda – The agenda was presented with two additions.

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

II. Minutes – The minutes from the April Study Session and Regular Board Meeting were presented.

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

III. Public Comments – There were no public comments.

IV. Consent Agenda (*Board Action Required*)

A. Budget/Finance

1. Treasurer's and Financial Reports –

2. Enrollment Report – There has been a significant increase in enrollment for Summer, 2009.

B. Personnel

1. Personnel Report –

C. Open Items –

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

V. Non Operational

A. Finance Committee Report – Trustee Crandall reported the Finance Committee distributed a draft budget for 2009/10 on Monday at the Study Session. The budget was built on the tuition increase that was being voted on today. There were five faculty position postings due to retirements.)

B. Personnel Committee Report – No report.

C. MCCA Report – Trustee Oakes handed out her written report to the Board. The summer meeting is coming up in July and one extra day has been added for new trustees. MCC is hosting the spring meeting, April 23 and 24, 2010.

D. Award of Bid – Student One-Stop, Phase II, Bid Package Two – This is for the Outdoor Learning Center.

E.

Motion by Trustee Portenga, second, to award the bid for the Student One Stop, Phase Two, Bid Package No. 2 as presented. Vote unanimous, motion passed.

F. Tuition –

Motion by Trustee Crandall, second, to increase the 2009/2010 tuition rate 4.71%.

Discussion: Pro: With this tuition increase there would be a balanced budget with a surplus of \$8,500; without the tuition increase there will be a \$1.2 million deficit. It is prudent to do yearly gradual increases rather than one, large increase later. Pell Grant monies increased \$619 per semester and the tuition increase is only \$97.50, which is a net \$521 for each student receiving Pell Grand Monies. The Pell Grant far exceeds the tuition increase. The College has to have a balanced budget and needs this tuition increase to plan the budget. There is not a lot of waste in this budget, and there would be major cutting of programs without this increase. This increase is under the Governor's suggested 4.9 percent increase. MCC is still in the bottom one third in the state in tuition costs. Con: Any tuition increase places a larger burden on the backs of already strapped students; it may drive students away. More time must be taken to carefully investigate whether prudent cuts can be made.

Roll call vote:

Crandall	yes	Frye	yes
Lester	yes	Oakes	no

Portenga      yes                      Saint Denis    yes  
Wright        no

Motion carried.

G. External Testing Fees –

Motion by Trustee Oakes, second, to approve a \$25.00 external testing fee, effective July 1, 2009. Vote unanimous, motion carried.

H. Resolution for Robert Ferrentino – This was read into the public record by Interim President Osborn.

Motion by Trustee Portenga, second, to approve the resolution. Vote unanimous, motion carried.

I. MAISD – Career Tech Center

Motion by Trustee Crandall, second, to sell the Career Tech Center to MAISD.

Discussion: There has been much discussion on this and it is a win/win for MAISD & the College. This was a partnership between MAISD and MCC with the CTC being built on MCC's property. They want to expand the building and it makes more sense for them to own and operate it. This will be on a land contract until the bonds are paid for. MAISD will continue to pay the bonds.

Roll call vote:

Crandall	Yes	Frye	Yes
Lester	Yes	Oakes	No
Portenga	Yes	Saint Denis	Yes
Wright	Yes		

Motion carried.

J. Sabbatical Leave Request –

Motion by Trustee Oakes, second, to approve the Sabbatical Leave request as submitted effective Fall 2009. Vote unanimous, motion carried.

K. Investment Recommendation

Motion by Trustee Frye, second, that a contract be entered into with Stauder Barch & Associates for Investment Advisor Services.

Discussion: An inquiry was made concerning the annual fee. There was a friendly amendment to choose this firm with a fee of \$5000 annually rather than a fee that would fluctuate with the dollar amount of investments. This firm is located in Ann Arbor, but will work hard to work with local banks. Vote unanimous, motion carried.

VI. Old Business – The new President’s contract (to be discussed in closed session)

VII. New Business –

VIII. Board of Trustees Policy Manual – Update

A. Smoke-free campus, no smoking policy –

Motion by Trustee Frye, second, to adopt a smoke free campus.

Discussion: It was suggested that MCC have a smoking cessation program in place to help the students stop smoking when this policy is instituted. It was suggested to move the smoke free campus date to January, 2010. Vote unanimous, motion carried.

B. Travel Policy – Advances are not being allowed and this had to be put in the current travel policy.

Motion Trustee Crandall, second, to adopt the Board Travel Policy as presented.

Discussion: A great deal of discussion ensued over whether the specific language in the Policy Manual was being changed (precluding advances) only, or whether the attached procedural forms were being formally adopted as well. It was made clear only the Policy language was being changed. This standardizes the campus wide forms and is the same travel policy the entire campus uses. The only change in the policy is the per diem was increased. Trustee Frye stated this should not apply to the Board of Trustees, as they are different then the staff; they are elected. It was stated this should apply to everyone, the Board as well as the staff. Trustee Frye restated that they are an elected Board and not staff. Trustee Wright stated his opinion is to have this just to apply to the staff and not the Board. Chair Lester stated this is a Board policy and the Board should follow it as well as the staff.

Roll call vote:

Crandall	Yes	Frye	Yes
Lester	Yes	Oakes	Yes

Portenga Yes  
Wright Yes

Saint Denis Yes

Motion carried.

IX. Announcements

A. President's Report –

- Interim President Osborn reported that faculty member Carlo Spataro will retire at the end of Fall 2009 Semester. He was recognized at Commencement.
- Interim President Osborn thanked the Board and the staff for their participation in commencement. She also reported that Mayfest was well attended and thanked the staff involved for hard work.
- She reported that MCC got a CDL grant for \$104,332; mostly to go toward tuition assistance. This is the third grant MCC has received for CDL. There was \$1 million available nationwide, and MCC got 100% requested, (over 10% of the entire grant!).
- The golf outing has been changed from June 12<sup>th</sup> to September 25<sup>th</sup>.
- Match Day for CFMC will be held on May 28<sup>th</sup> beginning at 7:30 a.m. The County Foundation will match 50 cents on the dollar for the donations until their limit is gone.
- Resolution was read from the Michigan legislature on the final authority on the Student One Stop.

B. Presentation – Gettysburg

Motion to adjourn the meeting at 200 p.m. by Trustee Oakes, second. Vote unanimous, motion carried.