

**BOARD OF TRUSTEES
MEETING MINUTES
APRIL 16, 2008**

Present: Roy Portenga, Frank Bednarek, Don Crandall, Dorothy Lester, Ann Oakes, Barbara Saint Denis and Larry Wright

Absent: No one

I. Agenda

Motion to accept the agenda as presented by Ann Oakes, second, vote unanimous. Motion carried.

II. Minutes

Motion to accept the minutes as presented with one correction, (President's expenses on the monthly report because it is in his contract) by Don Crandall, second, vote unanimous. Motion carried.

III. Public Comments – Many people were in attendance voicing support for authorizing Tri-Valley Academy spoke. The first was Nancy Gray, an educator for 31 ½ years and said she was concerned about the fairness to the children of Tri-Valley. Paul Brussard spoke about the Board being a leader in the community and should consider taking on this task. Edward Simmons spoke that there are two excellent schools in Muskegon County where these students can attend. He stated the junior university should take the advice of the senior university and not authorize the charter. Joan Eleanor McPherson stated that there are 9 school systems in the county, but the students at Tri-Valley have specific areas of educational needs. She said a main stream school will leave these students in the dust. Gail Griffin, a graduate of Muskegon Heights agreed that these students will be hurt if they are mainstreamed in the Public Schools. Paul Billings spoke that he has been to the school and with the kids. He asked MCC to monitor this school for a couple of years and give them yardsticks to meet. He is an owner of a radio station that employs 25 people. When he was younger his test scores were bad, but he is successful. He said this is a worthy investment.

Bishop Wells was at the MCC Study Session last month and heard that there was too much on the table, and that MCC was concerned about cost and the resources needed. He has asked an oversight group for charter schools to answer any questions the Trustees might have.

IV. Old Business

a. Tri-Valley Request for Authorization (*Board Action Required*)

Motion that MCC respectfully decline authorizing the charter by Don Crandall, second.

Discussion: Ann Oakes asked how much time it would actually involve MCC and the costs. She asked if it could be outsourced, or hire someone on the staff to oversee the charter.

Mary Corfield from Performance Group, an oversight group for charter schools spoke. Their company consists of 13 people, 11 of which are retired public educators and provide support to charter schools. They oversee the school to make sure they are in compliance with the state guidelines. Ann further stated that MCC should give Tri-Valley one year to be a successful school.

Roll Call Vote:

Larry Wright	yes	Barbara Saint Denis	yes
Ann Oakes	no	Dorothy Lester	yes
Don Crandall	yes	Frank Bednarek	yes

Motion carried, and the authorization was declined.

V. Consent Agenda (*Board Action Required*)

a. Budget/Finance

1. Treasurer's and Financial Reports
2. Enrollment Report

b. Personnel

1. Personnel Report
2. Reappointment of Faculty for 2008-2009
3. One-year Contract, Nursing: Continuation for Year Two
The purpose of another one year contract is to evaluate the need for this position rather than move immediately to a tenure track.

c. Issues List

Motion to accept the Consent Agenda by Don Crandall, second, vote unanimous. Motion carried.

VI. Non Operational

a. Finance Committee Report – no further report from the Study Session.

b. Personnel Committee Report – no report.

c. Revised MCC Foundation By-Laws (*Board Action Required*) –

Motion to pull this item to get a legal opinion on raising and allocating funds by Frank Bednarek, second. Vote unanimous. Motion carried.

d. Richard Kraft Gift Re-designation Request (*Board Action Required*)

Motion to approve Alternate #2 to be included as a part of the One-Stop Center renovation and that monies from Richard Kraft be utilized for the Richard and Ann Kraft Student Life/Alumni Center by Dorothy Lester, second.

Discussion: Larry Wright stated that this is not the full amount and he has not seen the RRR report and not sure if the additional expenses can come out of the RRR fund. Don Crandall stated the Board did receive a six year projection with anticipated costs for RRR. The Finance Committee looks at the RRR fund and gives reports to the Board.

Barbara Saint Denis asked what alternative 2 is and asked about the base bids as well as eight alternatives. Dr. Rule responded that there was a base bid, with 8 alternatives to approve as the budget allowed. Don Crandall said when the decisions were made on which alternates to use this area (student life) was left out because of budget constraints, but now have the chance to fund it with this money.

There was strong sentiment noted regarding the name of “Caesar Lounge”. A concern is if the name is removed, who will determine where it will be placed? Dr. Rule said that the name will be maintained in a highly visible, prominent place, perhaps the new Board Room. There is no policy on naming, but one needs to be developed.

A precedent has been set, i.e. Umbreit Library is now going to be the Administration area and the new library is named Hendrik Meijer Library. The function of the area is changing, and with a different purpose the Caesar name won't fit as well.

Roll call Vote:

Frank Bednarek	no	Ann Oakes	no
Don Crandall	yes	Barbara Saint Denis	no
Dorothy Lester	yes	Larry Wright	no

Ann Oakes stated she wanted to reconsider the vote and made a motion, with a second. Chair Portenga read Roberts Rules of Order and the motion was already made.

Discussion: Larry Wright is concerned of what will be done. He has seen no plans. Dr. Rule said because MCC had an alternate for this area, those plans have already been drawn.

Don Crandall's concern is Mr. Kraft has offered this money to the College. This plan has been in development for over two years. Because the original bid was over budget, this area would not be remodeled, but with the re-designation of the Kraft money, MCC can complete the whole first floor of the Student One Stop. If this motion does not pass the money should be given back to Mr. Kraft. Ann stated the area needs to be finished and it is the time to move forward. The Caesar name will be retained in some fashion to be determined later.

Roll call vote:

Dorothy Lester	yes	Don Crandall	yes
Frank Bednarek	no	Ann Oakes	yes
Larry Wright	yes	Barbara Saint Denis	no

Motion passed.

Peter Turner was in the audience and stated he is happy with the vote, but asked what will be the plan for the white house. Chair Portenga stated nothing has been decided yet, but in the past has been considered for child care, business and industry and most recently the Alumni House.

- e. Award of Food Service Bid and Vending Service Bib (*Board Action Required*) –

Motion to accept the Food Service Bid and Vending Service bid by Frank Bednarek, second.

Discussion: It was stated there is a need to look at bidding procedures as these only received one bid.

Vote unanimous, motion passed.

- f. Award of Kiln Replace Bid (*Board Action Required*) – Motion by Dorothy Lester to accept the bid from Minnesota Clay, second.

Discussion: Previous bids were not accepted and this was bid again. This bid is for the kiln and the delivery but not installation.

Vote unanimous, motion carried.

Motion to sell the existing kiln or contract for its removal and contract for the installation of the new kiln by Dorothy Lester, second.

Discussion: Aquinas College has contacted MCC to purchase this kiln. It was stated that this kiln is in very poor condition and the doors don't close. MCC will check with local contractors for removal. Dr. Rule stated he has a limit to purchase of \$25,000 without coming to the Board, but needs permission to sell anything over \$5,000. The understanding is not to break up packages under \$25,000 and then not have to vote on it. This is a unique and unusual amended recommendation. Dr. Rule will report to the board the costs of each component.

Vote:

Frank Bednarek	yes	Don Crandall	yes
Larry Wright	yes	Ann Oakes	yes
Dorothy Lester	yes	Barbara Saint Denis	no

Motion carried.

- g. Request for Bids: Office Furniture for the Student One-Stop Projects (*Board Action Required*)

Motion to request bids for office furniture for the Student-One-Stop Project by Dorothy Lester, second.

Discussion: The question was asked if this would be brand new furniture or if MCC would use some existing furniture, and it was answered it would be both new and existing furniture. Since west Michigan has many furniture manufacturers, MCC needs to reach out to them.

Vote unanimous. Motion carried.

VII. New Business

a. Campus Safety – Study Session Presentation by Administration – There was a PowerPoint presentation at the Study Session and it is an area of ongoing development. A comment was made to make security more prominent on campus.

b. President's Monthly Expense Report

VIII. Board of Trustees Policy Manual – Update

a. Dual Enrollment Tuition – Out-of-county students attending in-county school districts – this was discussed at the Study Session and will leave this policy as is.

IX. Announcements

a. Fall ACCT Conference – Registration and Attendance – Barbara Saint Denis asked to be reappointed to the Diversity Committee for ACCT for 2009. The Board discussed their responsibility in approving travel and appointments.

Don Crandall stated the entire Board of Trustees has to make an assessment of the boards the Trustees are on, and how MCC benefits.

It was asked why MCC belongs to ACCT. The Policy Manual states trustee education and it was discussed that every trustee does not need to go to every conference.

A policy needs to be set to be fair to all trustees. It was stated that the policy should not just look at the Board, but the entire College. It was asked if tuition should be raised for the trustees to go to every conference anytime.

Roy Portenga set a moratorium on travel to New York at the present time.

b. An Enrollment Plan was handed out to the Trustees.

b. Summer class offerings – It was reported in the Bay Window that MCC does not have as many summer classes in the past. In fact, MCC has more offerings than it has had in the past, however, the reporter from the Bay Window did not contact anyone before writing the article. Some classes are canceled for lack of enrollment.

Motion to adjourn at 2:20 p.m. by Ann Oakes, second.

Minutes submitted by Larry Wright/kb

