

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

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

Absent: Roy Portenga

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 by Don Crandall, second, vote unanimous. Motion carried.

III. Public Comments – There were no comments.

IV. Consent Agenda (*Board Action Required*)

A. Budget/Finance

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

B. Personnel

1. Personnel Report
2. Appointment – Automotive Faculty
3. Appointment – Life Science Faculty
4. Appointment – Theater Faculty
5. Appointment – College Success Center Math
6. Appointment – Art Faculty

C. Issues List

Motion to accept the Consent Agenda as presented by Frank Bednarek, second. Discussion: Aaron Hilliard introduced Erin Hoffman, Art Instructor from Bowling Green State University, Jon Meeuwenberg from Bloomingdale High School, College Success Center Instructor and Tom Harryman, long term adjunct Theatre Instructor and manager of Howmet Playhouse. Vice-Chair Lester welcomed the new appointees. Vote unanimous, motion carried.

V. Non Operational

- A. Finance Committee Report – No report as Finance did not meet.
- B. Personnel Committee Report – Personnel Committee is meeting tomorrow to finalize the nepotism policy.
- C. MCCA Report – The MCCA Conference in Traverse City is next week and Saturday is College T-shirt day.
- D. Permission to Seek Bids – Life Cycle Computers

Motion that permission be granted to seek bids from HP vendors for 150 desktop computers and 150 monitors by Ann Oakes, second. There was a change in this item as the specifications were added. Vote unanimous, motion carried.

- E. Permission to Post – Foundation Director

Motion by Don Crandall, second that permission be granted to post a Professional Staff position of Foundation Director and that qualified candidates be sought. Discussion: This was not in the agenda at the Study Session on Monday. A Joint Boards meeting followed the Study Session and at that meeting the consensus was it would take a full time Foundation Director to do the job adequately. The Board of Trustee commitment and budget would not change. This is pending final approval from the Foundation Board. The Foundation meeting is scheduled for July 23rd to obtain that approval.

This position will be at least for three years to give the candidate time to prove him or herself. APS contracts are renewed yearly after that. The burden of this position is on the College Foundation. The Director will be a College employee and the Foundation will transfer money to the College for 75% of the salary and fringes, with the College paying 25%. This is a Professional Staff I position with a salary range of \$44,000 to \$71,000. It was originally thought to be a Staff II position, but putting the job description together it fell into the Staff I range. Vote unanimous, motion carried.

VI. Old Business

- A.

- VII. New Business
 - A. Academic Master Plan
 - B. Orientation of Board Members – Ann Oakes, Barbara Saint Denis and Don Crandall will be looking at orientation packets for Board Members

- VIII. Board of Trustees Policy Manual – Update

- IX. Announcements
 - A. Faculty Retirement-Charlotte Pond, Economics Faculty is retiring on December 31. Nick Vanderberg, SEIU retired at the end of June.