

**BOARD OF TRUSTEES
BOARD MEETING MINUTES
JUNE 24, 2008**

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

Absent: No one.

I. Agenda

Motion to accept the agenda as presented by Dorothy Lester, second, vote unanimous, motion carried.

II. Public Comments

Harry Brown, MCC faculty member for 28 years spoke about his concerns for the integrity of the College, as well as the depth and intensity and passion the faculty has for their duties performed.

Toby Moleski, MCC Faculty President talked and wanted to echo Harry Brown, and said cuts are a bad idea. He stated he'd like to give insight to the Board on what the College President does and give the Board the faculty perspective.

Joe Cadeau, student and Editor of the Bay Window reaffirmed what was said previously. He spoke of the article in the Chronicle on the film industry and what it means to the community. It would make no sense to cut the television studio with the possibility of the film industry coming to Muskegon. He stated the Board has changed in the last three years and lacks leadership. Not all Board members, but 3 of the Board do not have the heart and soul of the College at heart. It used to be a welcoming college.

Don Bogema, a member of the APS staff spoke as a community resident, taxpayer and constituent. He stated the Board was elected, and his desire is to have them act in the way their constituents elected them.

Laurie Zarowitz, graduate of MCC, GVSU and Westshore Community College. She wanted to give the Board a wake up call in the cost of tuition. She paid \$330 a credit hour at GVSU in undergraduate costs. She stated MCC's tuition increase to \$69 per credit hour is cheap. She re-took a micro biology and physics class, and stressed that MCC needs an increase in the lab room, as well as additional equipment in the physics lab. She implored the Board to add money to programs, not cut them.

Kim Vanderlinde is a clerical employee who has worked at MCC for 23 years. She stated it has been a joy to work here and she has been in the Financial Aid office the last 18 years. She stated that they have ALWAYS paid out Pell Grants, and this year it has been increased \$400. There are many other grants based on academic competitiveness, ACT scores and MEAP scores. She further stated that 70% to 80% of the students attending MCC are receiving financial aid. She spoke on behalf of the APS and stated they have all worked numerous hours to implement the Datatel system and are "working their butts off".

Maria Anderson, Math Instructor has worked at MCC for 6 years. It used to be a forward thinking college and felt much like a family. There has been an erosion of full time faculty and departments have moved to more adjunct instructors. This school is running on a very lean staff, and she is surprised that the tuition increase in only \$2.00. She stated that is not enough to cover the real costs of running a good college.

Roy Portenga thanked all who spoke and was pleased to see such passion in their talks, and he didn't expect anything less.

III. Approval of the 2008-09 Staffing Tables/Ranges

It is the recommendation of the Personnel Committee that the attached 2008-09 Staffing Tables/Ranges be approved as presented.

Motion that the 2008-09 Staffing Tables/Ranges be approved as presented by Ann Oakes, second.

DISCUSSION: The Personnel Committee met, and increased these Staffing Tables/Ranges, but did not increase them as high as the Administration had recommended. It only affected Class I, which is recommended at \$103,000.

Roll Call Vote:

| | | | |
|----------------|-----|---------------------|-----|
| Ann Oakes | Yes | Larry Wright | Yes |
| Dorothy Lester | Yes | Frank Bednarek | Yes |
| Don Crandall | Yes | Barbara Saint Denis | Yes |

Motion carried.

IV. Approval of APS 2008-09 Salary Increases

Motion that the President be authorized to adjust salaries/fringes of the APS group by up to 2.30% with individual adjustments at the discretion of the President by Dorothy Lester, second.

Roll Call Vote:

| | | | |
|---------------------|-----|----------------|-----|
| Barbara Saint Denis | Yes | Don Crandall | Yes |
| Frank Bednarek | Yes | Dorothy Lester | Yes |
| Larry Wright | Yes | Ann Oakes | Yes |

Motion carried.

V. Adoption of 2008-09 Budget

It is the recommendation of the President that the Registration Fee be increased by \$10.00 to \$35.00 with the elimination of the \$2.00 transcript fee, with transcripts free for life, and In-District Tuition be increased to \$69.00, Out-of-District to \$113.50 and Out-of-State to \$154.00 and that the 2008-09 Budget of \$36,191,439 as presented for Public Hearing on June 18, 2008 be approved.

Motion to adopt the Registration Fee, Tuition Fees and 2008-09 Budget as presented by Ann Oakes, Second.

DISCUSSION: Frank Bednarek wanted to make an amendment to the 2008-09 MCC Proposed Budget, and Don Crandall said it is contrary to the first amendment, so the Board would have to defeat the first amendment or separate the issues in the current amendment and the original motion.

Amendment to separate the Registration Fee and the Tuition.

Registration Fee be increased to \$35.00 from \$25.00 with the elimination of the transcript fee.

Roll Call Vote:

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|----------------|-----|---------------------|-----|
| Ann Oakes | Yes | Larry Wright | Yes |
| Dorothy Lester | Yes | Frank Bednarek | Yes |
| Don Crandall | Yes | Barbara Saint Denis | Yes |

Motion Carried.

In-District Tuition be increased to \$69.00

Roll Call Vote:

| | | | |
|---------------------|-----|----------------|-----|
| Barbara Saint Denis | Yes | Don Crandall | Yes |
| Frank Bednarek | No | Dorothy Lester | Yes |
| Larry Wright | Yes | Ann Oakes | Yes |

Motion carried.

Out-of-District Tuition be increased to \$113.50

Roll Call Vote:

| | | | |
|----------------|-----|---------------------|-----|
| Ann Oakes | Yes | Larry Wright | Yes |
| Dorothy Lester | Yes | Frank Bednarek | Yes |
| Don Crandall | Yes | Barbara Saint Denis | Yes |

Motion carried.

Out-of-State Tuition be increased to \$154.00

Roll Call Vote:

| | | | |
|---------------------|-----|----------------|-----|
| Barbara Saint Denis | Yes | Don Crandall | Yes |
| Frank Bednarek | Yes | Dorothy Lester | Yes |
| Larry Wright | Yes | Ann Oakes | Yes |

Motion carried.

Motion by Frank Bednarek to increase the enrollment by 1,000 hours, from 108,000 hours to 109,000 hours, second.

DISCUSSION: Dorothy Lester asked for an exact budget clarification and that amount is \$36,191,439. Roy Portenga suggested voting against this motion because it is hard to build a budget on what is hoped for. A conservative figure is appropriate, and what MCC has historically done. He would defer to the recommendation of the Administration.

Larry Wright stated there were 109,000 actual enrollment hours this year and said to use actual data. President Rule stated that MCC has budgeted conservatively, and any rollover predicated on the budgeted amount goes into the RRR Fund. MCC does not budget for any rollover in

RRR. Last year's budget had an ending balance of \$800,000 and \$400,000 was transferred into the RRR Fund to cover the furniture.

Frank Bednarek stated to set a goal less than actual makes no sense and Roy Portenga responded that to base a budget on a goal isn't wise.

Roll Call Vote:

| | | | |
|---------------------|-----|----------------|----|
| Barbara Saint Denis | Yes | Don Crandall | No |
| Frank Bednarek | Yes | Dorothy Lester | No |
| Larry Wright | Yes | Ann Oakes | No |
| Roy Portenga | No | | |

Motion did not carry.

Motion by Frank Bednarek to delete the \$22,000 in the budget for the ½ time Institutional Advancement position, second.

DISCUSSION: Don Crandall stated the Joint Boards decided this part time position was necessary in these tough economic times as state funding erodes. It is imperative for MCC to do everything in their power to raise funds as the money is not in the General Fund for projects.

The committee formed out of the Joint Boards recommended hiring a person full time and this motion eliminates the part time person and the important need for MCC to raise funds. The return on investment is significant and it takes money to make money. The amount was \$22,000 for part time and \$44,000 for full time, assuming the Foundation agrees to fund one half of a full time position.

Frank Bednarek wanted no new position, and Larry Wright stated the President should be the fundraiser.

Roll Call Vote:

| | | | |
|----------------|----|---------------------|-----|
| Ann Oakes | No | Larry Wright | Yes |
| Dorothy Lester | No | Frank Bednarek | Yes |
| Don Crandall | No | Barbara Saint Denis | Yes |
| Roy Portenga | No | | |

Motion did not carry.

Motion by Frank Bednarek to reduce the consolidated College travel budget by \$45,000, second.

DISCUSSION: Frank Bednarek stated ½% overall travel budget is generous. The amount budgeted for 2007-08 was \$205,715 and the

actual amount spent is not known yet as this year's budget has not been closed. The College actual amount spent in 2006-07 was \$180,212.

The faculty does not abuse travel. Don Crandall stated if gas was \$1.50 a gallon, this could be done. Larry Wright stated that the travel budget has increased by double digits, and Don Crandall stated that Board travel has increased by 38.3%. Ann Oakes stated that Board travel spiked one year, but in previous years the Board did not spend their budgeted travel, and in fact, one year donated it to Kurt Troutman's International Study group.

Dorothy Lester stated that with the cost of energy out of control, the Board would be out of line to reduce travel.

Roll Call Vote:

| | | | |
|---------------------|-----|----------------|----|
| Barbara Saint Denis | Yes | Don Crandall | No |
| Frank Bednarek | Yes | Dorothy Lester | No |
| Larry Wright | Yes | Ann Oakes | No |
| Roy Portenga | No | | |

Motion did not carry.

Roy Portenga thanked everyone for their comments and arguments.

Motion to adopt the 2008-09 Budget of \$36,191,439 as presented for Public Hearing on June 18, 2008 be approved.

Roll Call Vote:

| | | | |
|----------------|-----|---------------------|-----|
| Ann Oakes | Yes | Larry Wright | Yes |
| Dorothy Lester | Yes | Frank Bednarek | Yes |
| Don Crandall | Yes | Barbara Saint Denis | Yes |

Motion carried.

- VI. New Board Member Orientation Process – It is the recommendation of the Board Chair that a committee be established to put together a Trustee orientation packet by Roy Portenga, second.

DISCUSSION: This was a retreat topic raised by Barbara Saint Denis and is close to Ann's heart as well. Don Crandall stated that ACCT has a website for Board Orientation with a checklist and bullet items for the Chair and President to use to contact perspective candidates. Roy stated it was a good plan, and Barbara Saint Denis, Don Crandall and Ann Oakes agreed to be on this committee.

Vote unanimous, motion carried.

VII. The Presidential Evaluation

Fall, 2008 Presidential Evaluation --- discussion.

This was suggested as a retreat topic. President Rule is not requesting a closed session, and that is his call, so the President will be evaluated in open session.

Don Crandall stated the last evaluation tool was confusing and not very engaging. The evaluation can be done well with the appropriate tool. The Personnel Committee looked at tools and brought them to the Board for input. Dr. Crandall suggested a 360 and it hadn't materialized. Input from the faculty and a broader audience on campus could be helpful in evaluating the President. There are benefits to a 360, but it must be done in a controlled atmosphere.

The Personnel Committee worked hard on the tool and brought it before the Board. Dorothy Lester stated there is nothing wrong with evaluating the tool. She has concerns regarding the 360 being an open door with the stake holder. The College community needs to know that they are not evaluating the President; they can give information, but it is the Board's job to evaluate the President.

Roy stated that the President is involved in the community, and if that is a goal, he should be evaluated on that. Open meeting with open dialog evaluation gives appropriate feedback in the open, and his contract is renewed on the basis of that evaluation.

Frank Bednarek suggested checking with ACCT to see if they have an evaluation standard. Ann Oakes stated she has gathered some information from ACCT and in Traverse City at the MCCA conference, there is a session on President evaluation and she will gain insight on that.

Larry Wright requested a Board Retreat in July to discuss the President's evaluation and Roy Portenga responded that the Board is doing it right now, and will stay as long as necessary to complete it.

Motion to adjourn at 7:20 by Don Crandall, second.

Minutes submitted by Larry Wright/kb