



Muskegon Community College

221 South Quarterline Road • Muskegon, Michigan 49442 • (231) 773-9131

BOARD OF TRUSTEES BOARD MEETING MINUTES
WEDNESDAY, JUNE 20, 2007
12:30 P.M. CAESAR LOUNGE

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

Absent: Donald Crandall, MD

- I. **Adoption of Agenda** – Accept the agenda as presented.
Motion by Larry Wright, seconded by Ann Oakes, vote unanimous.
- II. **Minutes** – Accept the minutes as presented.
Motion by Dorothy Lester, seconded by Ann Oakes, vote unanimous. Motion carried.
- III. **Public Comments** – Roy Portenga stated that before public comments, he would like to deal with the APS appointments. After a short while, Diana asked about public comments and Roy agreed to take them. Diana Osborn, Bob Ferrentino, Janie Brooks, Joe Doyle and Trynette Lottie-Harps spoke to the Board regarding the APS raises. A student in the audience spoke of having more full time instructors and not as many adjuncts, as well as having a scholarship for journalism but there are rumors that Bay Window will be eliminated. Dr. Rule stated that is pure rumor and not true.
- IV. **Consent Agenda:**
 - a. **Budget/Finance:**
 1. Treasurer's Report
 2. Cash Receipts & Disbursements
 3. Investments
 4. Disbursements over \$10,000 – Disbursement items over \$10,000 are shown by department.
 5. Enrollment Report
 - b. **Personnel:**
 1. Personnel Report
 2. Summer Chair/Coordinator Stipends, Extra Contractual Assignments & Adjunct Faculty Salaries

Motion to accept the Consent Agenda by Larry Wright, seconded by Ann Oakes, vote unanimous. Motion carried.

V. NON-OPERATIONAL:

- a. **Finance Committee Report** – No change from Study Session.
- b. **Personnel Committee Report** – No change from Study Session.
- c. **MCCA Director Report** – No change from Study Session.
- d. **Workers' Compensation Bid** – This was discussed at the Study Session. Last year MCC changed the Agent of Record and to immediately let bids for a new insurance carrier mid-contract MCC would have had to pay a penalty. MCC wants the Workers' Company on a regular fiscal year premium and this is why this is being bid now. Frank Bednarek had asked for a quote with \$1 million in employers liability and FCCI bid \$48,313 and the expiring annual premium is \$83,413 for \$500,000 in employers liability. The change to \$1 million in liability if very insignificant, around \$700. Larry Wright stated he is concerned about not receiving a local agent bid and Diana Osborn again explained that these bids are not from an agent, but are from insurance companies and the winning bidder is in Spring Lake. Frank Bednarek made a motion, seconded by Barbara Saint Denis to award the Workers' Comp Bid to FCCI, saving the college approximately \$40,000. Vote unanimous except for Larry Wright, who abstained. Motion carried.
- e. **Upward Bound Grant Position Postings** – These are for the \$1.25 million dollar grant. Ann Oakes questioned the salaries, the schedule was listed. Motion to approve the Upward Bound Grant Position postings by Barbara Saint Denis, seconded by Larry Wright. Vote unanimous. Motion carried.
- f. **Administrative Professional & Support Reappointments** – Frank Bednarek make a motion to separate the agenda item into two parts, seconded by Ann Oakes.

The agenda item reads: It is the recommendation of the President that Staffing Tables, as presented, be adopted and that contracts be issued. Ann Oakes stated that if this item is divided, she is concerned about the conversation at the Study Session regarding the second part of the item, a 2% raise for the APS group. Frank stated that in October the College will know how many employees take the retirement incentive and what position the State will be in. Larry stated that if the state is in a better position the Board could offer more than 2%, or if not, could lay off employees or cut positions. Roy Portenga then said that he doesn't think the questions with the state will be answered in October. He said that the clerical contract is being renewed and can't offer them anything if APS gets nothing. Giving a 2% raise is giving less the CPI.

Frank Bednarek said they considered many things in the budget and the raise to APS being deferred to October is prudent, and that he has nothing against the staff. The Board had to raise tuition, having a

retirement incentive and the enrollment will probably not rise. The state is in terrible financial condition and it puts the burden on the Board. He is very much for a retirement incentive if that could help MCC. Roy said he is not sure where the votes lie on this matter and will call for a roll call. Ann still has second thoughts about this and is uncomfortable with a 2% raise when it was blank on Monday. Dr. Rule felt compelled to make the recommendation 2% and bring it to the Board. Roy said that people are allowed to change their minds and the Board should vote their conscience. There is nothing wrong with people stating a position, then sleeping on it and changing their minds. The Study Session was Monday and a temporary zero was appropriate. Since then discussions have taken place forgetting for the moment the procedure. He left the meeting on Monday and he reminded himself to keep the eye on the prize. There is a need to keep tuition low, but all APS deserve a raise, particularly this year with all the extra work going on. Frankly, a 2% raise is less than the cost of living. He stated he will vote in favor of the raise. He then stated it is easy to be a trustee when the money is flowing, and these are challenging times.

Larry Wright said as they discussed in their committee, where is the money coming from. The reason not voting for a raise for APS is because of the budget, not because of lack of merit. The vote on the amendment to separate the agenda item: Barbara Saint Denis, yes, Frank Bednarek, yes, Dorothy Lester, no, Larry Wright, yes, and Ann Oakes, yes. Motion carried.

A motion was made to vote on the APS contracts being renewed by Dorothy Lester, seconded by Barbara Saint Denis, Frank Bednarek, yes, Barbara Saint Denis, yes, Dorothy Lester, yes, Ann Oakes, yes, Larry Wright, yes. Motion carried.

An amendment to the motion was made by Ann Oakes to defer until a later date to adjust salary and fringes to the APS group, seconded by Frank Bednarek.

Dorothy Lester said she didn't want to belabor the point, but wants to go with the President's 2% recommendation. The later date won't change the situation the state is in and this in this year's approved budget. Barbara Saint Denis agrees with Dorothy. Ann Oakes said the college will have more information in October regarding the state, and Roy Portenga said MCC could have more information and could be in worse shape then. He further stated that however this vote goes, he will go the same with the clerical parameters. Larry Wright asked if the finance committee would know more later and Frank Bednarek said they are working on it. He stated that the key issues are what the state and enrollment does. Vote to delay the raise: Barbara Saint Denis, no, Frank Bednarek, yes, Dorothy Lester, no, Ann Oakes, yes, Larry Wright, yes, and Roy Portenga, no. Vote failed as there was a tie.

Dorothy Lester stated if the Board defers this decision then they should defer the approval of the budget as well. The whole budget is based on a

lot of it and the budget is a leap of faith and this raise is already in the budget. It is hard to keep moving forward and expecting the employees to put in the hours they are with the low morale. Larry said that the Board will know the enrollment, even if the state information is not there and if there is a surge in enrollment it will change a lot. Roy said that enrollment ties into all of it, but don't expect a lot of change in enrollment with \$185 across the street and \$63 here. The school has a tough job increasing enrollment if that alone doesn't make a lot of difference. Roy thanked everyone in the audience for their participation, regardless of the outcome of the vote.

Motion to give the APS a 2% raise by Dorothy Lester, seconded by Barbara Saint Denis. Roll call: Barbara Saint Denis, yes, Frank Bednarek, no, Dorothy Lester, yes, Larry Wright, no, Ann Oakes, no. Roy Portenga did not vote as it would have been a tie and it would not have made a difference. Motion failed. Barbara Saint Denis asked where this stood and Roy stated the staffing tables are approved as presented and APS contracts have been renewed without a raise and this issue can be re-visited.

Ann Oakes stated since the amendment failed for a 2% raise, can it be revisited and Roy Portenga responded that the Board can do whatever they want. The APS contracts have been renewed without a raise, and can be revisited at another time.

- g. Clerical Negotiations** – (voted to go into Executive Session to discuss parameters). A motion to go into Executive Session to discuss clerical negotiation parameters by Ann Oakes, seconded by Larry Wright. Roll call: Barbara Saint Denis, yes, Frank Bednarek, no, Dorothy Lester, yes, Ann Oakes, yes, and Larry Wright, yes. Motion carried.
- h. Support for Trustee participation in MCCA and ACCT** – It is the recommendation of the Chair that permission be given for support of any Trustee that would like to become involved at the state (MCCA) or the national (ACCT) level. Motion by Frank Bednarek, seconded by Dorothy Lester, vote unanimous. Motion carried.
- h. Public Hearing and Adoption of Budget – 2007-08** – Motion to go into a Public Hearing by Frank Bednarek, seconded by Larry Wright. Larry wanted to thank the finance committee for their input on the Pell grants and the impact the tuition raise would make on the students. Dorothy Lester appreciates the thank you, but it wasn't the finance committee, the work was done by the staff. The staff got all the information to the finance committee and it made their jobs easier. Vote was unanimous on the Budget 2007-08. Motion carried.

VI. Old Business

VII. New Business

VIII. Board of Trustees Policy Manual – Updates

- a. Updated Policy Manual – Scholarships Awards (4.10.00, 4.10.01)
Will complete this in July

Announcements –

- a. Board of Trustees Retreat, June 27 – This will be held at Roy Portenga's home at 6:30 p.m. His address is 830 Plymouth, North Muskegon, MI 49445

Motion to adjourn at 2:30 p.m. by Larry Wright, seconded by Ann Oakes, vote unanimous.