



**BOARD OF TRUSTEES
BOARD MEETING MINUTES
November 17, 2010
Conference Room 400Z**

Attendees: Dorothy Lester, Don Crandall, Nancy Frye, Bob Jacobs, Ann Oakes, Roy Portenga & Larry Wright

1. Agenda –
Trustee Portenga moved acceptance of the agenda; second. Vote unanimous, motion carried.
2. Minutes –
Trustee Portenga moved acceptance of the minutes as written; second. Vote unanimous, motion carried.
3. Public Comments –
Chair Lester thanked President Nesbary, the MCC team and all those involved for their work in getting MCC to the point of HLC reaccreditation and asked all to stand for a round of applause.
4. Consent Agenda (*Board Action Required*) –
Trustee Crandall moved approval of the consent agenda; second. Vote unanimous, motion carried.
 - A. Budget/Finance –
 1. Treasurer and Financial Reports –
 2. Student Success Report –
 - a. Enrollment/Retention –
 - b. Achieving the Dream Rollout Days – November 8-10, 2010 –
 - B. Personnel –
 1. Personnel Report –
 2. Appointments –
 - a. Reference Librarian – Charlotte Griffith –
 - b. Custodial Supervisor – Stanley Dean –
5. Business Non Operational –
 - A. Finance Committee Report –

A detailed report was presented at Monday's Study Session. No additional information was given.

B. Personnel Committee Report –

The HLC committee chair suggested some personnel issues needed to be addressed. The personnel committee met with President Nesbary and Ron Bush. The main topics discussed included:

- MCC hiring “process” needs to be reviewed.
- Discussions are already underway with MCC’s healthcare administrator concerning dovetailing MCC’s plan with the National Healthcare Plan and finding ways to cut costs.
- Increased recruitment efforts are being implemented and applications will be made available online.
- The written evaluation process was not being followed; steps have been and will continue to be made to address this problem.
- There was discussion about what happened with the employee who was dismissed earlier this year and the number of pending grievances. The committee requested that they be kept abreast on grievances and outcomes.

Dr. Crandall circulated the ACCT legal opinions related to the Healthcare Reform Act to Ron Bush and will email these to the entire Board.

C. MCCA Report –

The report was included in the packet for informational purposes.

D. Audit Report *Board Action Required* –

Tim Arter and Eric VanDobb from Brickley Delong gave a detailed review at Monday's Study Session and copies of the audit reports were included in the Board Packet for further review. A quick overview of the financial statements was presented. Tim will be stepping away as lead for a few years and was thanked for his service over the past five years. Rosemary Zink and her staff were also thanked for their hard work on the audit.

Trustee Crandall moved approval of the audit report as presented; second. Vote unanimous; motion carried.

E. Resolution – 2010 Lady Jayhawks Tennis Team MCCA State and Regional Champion Tennis Team –

The resolution was read by Tina Dee. The team and coaches were applauded for their outstanding performance and a resolution was presented by Chair Lester to the team and coach. The Board shook hands with each of the team members and the coach, congratulating them for their achievement.

Trustee Crandall moved approval of the resolution; second. Vote unanimous; motion carried.

F. Permission to Purchase “Common Share” Network Hardware (SAN) –

The President recommended acceptance of the CDW-G bid for the purchase of Common Share Network Hardware.

Trustee Frye moved approval; second. Vote unanimous; motion carried.

6. Old Business –
 - A. Joint Use and Maintenance Agreement – Stevenson Center for Higher Education –

No further information was given.
 - B. Institutional Dashboard Report –

Dr. Nesbary stated that additional information will be provided as we work through the process and a sample report was distributed for review.
7. New Business –
 - A. President Dale Nesbary's Self Evaluation –

This evaluation was included in the Board packet.
 - B. Evaluation President Dale Nesbary –

Wednesday, November 17, 2010 – Open Meeting
Immediately Following the Board of Trustee Meeting
8. Board of Trustees Policy Manual Updates –
 - A. Review Summary of Changes Made Since Last HLC Reaccreditation 2000 – 2010 and Update Language as Needed –

A subcommittee of Dorothy Lester, Ann Oakes and Ron Bush has been set up to review the changes and confirm they are included in the Board Policy Manual and will report back to the Board.
9. Announcements –
 - A. President's Report –
 - President Nesbary received a note from Tim Norris who was on sabbatical, as the contract requires that a report be presented to the Board of Trustees. Tim is suggesting that the trustees visit the Overbrook Gallery to review his work, which is on display through Christmas.
 - Retreat options for master plan prioritization were included in the Board packet for scheduling. Cindy DeBoef will follow up to schedule a retreat date.
 - The State Capital Outlay process for next year requires MCC send a placeholder for the project by 12/3/10. The project MCC would like to move forward is the Art Building, with the second priority being the Science Building. Supplemental information is submitted once the Board prioritizes the master plan.
 - B. President's Message, November 2010 –
 - C. Departmental Updates –
 - D. International Week – Kathy Tosa –

A PowerPoint presentation was given by Kathy Tosa and she was thanked for a very informative presentation.

- E. Conversation Regarding Baccalaureate in Applied and Technical Areas – Information was distributed at Monday’s meeting.
- F. University Park Golf Course Contract Renewal – Will be ready for review and approval at the December Board of Trustee Meeting
- G. Wednesday, January 12, 2011 –
 - Board of Trustees Meeting at **11:00 a.m.** – 400z
 - Years of Service Luncheon Banquet at 12:30 p.m. – Blue & Gold Room
- H. Other –
 - New trustee orientation. Once trustees are sworn in, the Board will take the lead to assure that the two new Board members receive their orientation and receive all pertinent information. Trustee Crandall and Trustee Oakes will review the Board of Trustees Orientation Manual and report back to the Board at the December meeting. Dr. Nesbary will also provide additional information that may be helpful to the orientation process.
 - Trustee Frye appreciated the picture directory distributed to the Board.
 - In preparation for President Nesbary’s evaluation, Chair Lester indicated that the Board of Trustees and Dr. Nesbary were both involved in development of the evaluation instrument. The goals and the process for conducting the evaluation were shared with President Nesbary. Cindy DeBoef will record each trustee’s assessment and comments of key functions of Dr. Dale Nesbary and each function will be tabulated with an average of all the ratings. The evaluation process will begin in alphabetical order and proceed with the next person alphabetically, until each trustee has had an opportunity to go first.

Chair Lester indicated that she has given a lot of thought to why evaluations are done and what she would like to see “is that the outcomes expected from this evaluation will give us a stronger relationship with our President and with the Trustees and Board members being more supportive and the president and the Board working as a team to strengthen and build the team relationship and the Trustees and President going from a good team to a great team.”

One additional suggestion was made, that after all trustees give their rating the Chair inquire whether anyone would like to change their rating before the final tabulation occurs.
 - The Board received Dr. Nesbary’s self evaluation via email prior to today’s meeting. Dr. Nesbary walked through the section entitled “Highlights of my Presidency to Date”, which included items accomplished over the past 18 months that President Nesbary wanted the Board to be aware of. When President Nesbary came to MCC, the Board gave him two charges: growth and developing a vision for upcoming years. Bullet point’s in his self evaluation outline movement towards these goals.

- Each evaluation item was read with each Board member's presenting their comments and rating, which were recorded on a separate evaluation form. (please refer to separate evaluation for comments and rating).
- President Nesbary did not take a raise this past summer and at some time, this should be addressed in a timely manner.

With no further business Trustee Wright made a motion to adjourn; second. Vote unanimous; motion carried. The meeting was adjourned at 2:37p.m.

Minutes submitted by Trustee Portenga.

/csd