



## Muskegon Community College

221 S. Quarterline Road • Muskegon, Michigan 49442

### **BOARD OF TRUSTEES BOARD Meeting September 15, 2010 Conference Room 400Z**

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

The meeting was called to order at 12:31 p.m.

1. Agenda –

Trustee Portenga moved approval of the agenda; second. Vote unanimous; motion carried.

2. Minutes –

Trustee Portenga moved approval of the minutes; second. Vote unanimous; motion carried.

3. Public Comments –

Ed Simmons commented that Chair Lester was missed at Monday's study session.

4. Consent Agenda (*Board Action Required*) –

A. Budget/Finance –

1. Treasurer and Financial Reports –

A Facilities and Administrative (F&A) Study was distributed at the Monday Board of Trustee Study Session. Clarification was requested on a few items and discussion followed.

2. Student Success Report –

a. Enrollment Retention –

b. Achieving the Dream –

B. Personnel

1. Personnel Report –

There was no additional information to report.

2. Permission to Post 13 Full Time Faculty Positions –

- 1 Business Communications Faculty
- 1 Early Childhood Faculty
- 1 Geology Faculty
- 1 History Faculty
- 2 Nursing Faculty
- 1 Sociology Faculty
- 1 Counseling Faculty
- 2 English Faculty
- 1 HPER Faculty
- 1 Math Faculty
- 1 Reading Faculty

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

5. Business Non Operational –

- A. Finance Committee Report –
- B. Personnel Committee Report –
- C. MCCA Report –

The most recent report was included in the Board packet.

- D. Permission to Conduct Annual Surplus Auction –

Joe Doyle presented the request to the Board.

Trustee Wright moved approval of the annual surplus auction; second. Vote unanimous; motion carried.

- E. Resolution – Hispanic Heritage Month –

The resolution was read by Tina Dee.

A motion was made by Trustee Wright to accept the Hispanic Heritage Month Resolution; second. Vote unanimous; motion carried.

6. Old Business –

- A. Master and Strategic Plan Prioritization – A copy of the draft Strategic Plan was included in the Board packet for review. Prioritization will occur at an extended Board of Trustee Study Session in October.

7. New Business

- A. Higher Learning Commission (HLC) Self-Study Document Presentation –

Trustee Oakes forwarded information prepared by Roger Doctor for the last HLC audit to Dr. Nesbary. This information will be forwarded to the Board of Trustees for their review. A request was also made that any information on the timing of meetings be forwarded to the Board, as soon as it is received, to help coordinate schedules.

- B. West Michigan Regional Fire Training Center Presentation –

The Board questioned what follow-up is needed. The presentation was received very favorably with several positive comments:

- this would give MCC the opportunity to play a facility role in community cooperation.

- It would be worthwhile for administration and the Board to have follow up discussions with the various municipalities to see where this might lead.
- It is definitely worth the effort to continue to explore.

Questions were raised regarding how much MCC could bring in for a \$14M facility, how a good estimate of revenue could be obtained ahead of time, and how much support MCC could give? Dr. Nesbary suggested Oakland Community College would be a great resource to review the proposal and provide this information.

Trustee Crandall moved approval of the Board for continued support of dialogue working toward the establishment of a Public Safety Academy; second. Vote unanimous; motion carried.

8. Board of Trustees Policy Manual Update –

Dr. Nesbary noted there are plans to change the format of the Policy Manual to a binder document where pages can be easily updated. The President's office will review the Board minutes, dating back to October 2008, when the manual was last revised and all updated language will be brought to the Board for review at the October meeting.

The last time MCC was accredited it was noted that MCC wasn't doing enough review of the Policy Manual and we need to have all the Policy Manual changes since the last accreditation in one place for the reviewers.

9. Announcements –

A. President's Report –

- Departmental Updates –
- Creative and Performing Arts Event Information – Sheila Wahamaki distributed information on upcoming events. She reported that Creative and Performing Arts is busy teaching and classes are full and going very well. Sheila ended her presentation by letting the Board know that any and every time a Board member attends an event, it is recognized and noticed. She asked for everyone's support of upcoming events.

B. Proposed 2011 Board of Trustees Meeting Schedule –

The idea was raised again of holding Board of Trustee meetings at other off site locations and discussion followed. This would present the opportunity for Board members to gain exposure to other communities and other communities to gain access to MCC leadership. The idea was well received by the Board. Dr. Nesbary will survey other college presidents to determine if their Boards do this and report back to the Board.

The meeting schedule will be officially approved at the organizational meeting in January.

With no further business, the meeting was adjourned at 1:17 p.m.

Minutes submitted by Trustee Portenga.

/csd.