



# Muskegon Community College

## **BOARD OF TRUSTEES BOARD MEETING MINUTES October 16, 2013 - 12:30 p.m. Board Room 400Z**

**Present:** Chair Crandall, Vice-Chair Osborn, Trustee Frye, Trustee Lester, Trustee Mullally, Trustee Portenga and Trustee Oakes

The meeting was called to order by Chair Crandall at 12:30 p.m.

### 1. Agenda

Vice-Chair Osborn moved approval of the agenda; second. Vote unanimous; motion carried.

### 2. Minutes

- Board Study Session Minutes – September 16, 2013  
Trustee Oakes moved approval; second. Vote unanimous; motion carried.
- Board Meeting Minutes – September 18, 2013  
Trustee Frye moved approval; second. Vote unanimous; motion carried.

### 3. Public Comments

- Mary C. Jones, a lifetime resident of Muskegon, addressed the Board. Mary has attended quite a few classes and as many workshops as possible at MCC. Since retiring she planned to attend many of the continuing education programs and has become frustrated. A lot of the classes offered do not have enough information available, even when calling MCC directly. She recently signed up for a class that ended up being cancelled and she really wants to take some classes. She is interested in discussing some of her ideas for solutions with someone on campus. Dr. Selmon will follow-up with her.
- On behalf of Toby Moleski, President of the Faculty Association, Larry Visconti shared that the Community College Undergraduate Research Initiative (CCURI) Biofuels Conference will take place at MCC from October 17-20, organized by Darren Mattone. Presenters and attendees are from all over the nation, and MCC presenters include Deb Howell, Greg Marczak and Al Thomas. CCURI is a nationwide initiative to increase student research opportunities at 2-year colleges. Darren has been very active in this initiative from its inception. Greg Marczak, Al Thomas and Tom Martin have attended various workshops on biofuels, as well as the undergraduate education that goes along with it. Darren is in the

process of creating a research class for MCC students. The group appreciates the support of the board and administration in this effort.

4. Consent Agenda (*Board Action Required - Vote*)

A. Budget/Finance

1. Finance Committee Report – *Trustee Lester*
2. Treasurer and Financial Reports – *Trustee Lester*

B. Personnel

1. Personnel Committee Report – *Trustee Mullally*

Vice-Chair Osborn moved approval of the consent agenda; second. Vote unanimous; motion carried.

5. Administrative Reports

A. Academic Affairs – *Teresa Sturrus*

B. Student Success Report – *Dr. John Selmon*

- a. Enrollment
- b. Student Success Completion Agenda

C. Personnel Report – *Aaron Hilliard*

6. Business Non Operational

A. MCCA Report – *Trustee Lester*

B. Foundation Update – *Vice-Chair Osborn*

Trustees were given a packet with minutes from the last Foundation meeting for their review. Everyone was thanked again for participating in Founder's Day.

7. Old Business

8. New Business

A. Resolution on Local Strategic Values for State Performance Funding – *Teresa Sturrus*

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

B. Degree Audit Consultant Services – *Teresa Sturrus*

President Nesbary's recommendation for degree audit remains Campus Works.

Trustee Lester moved approval of Campus Works; second. Vote unanimous; motion carried.

C. Masonic Temple – Resolution, Option and Lease – *Chair Crandall*

Trustee Mullally moved approval of the Resolution; second.

Trustee Portenga requested a change in language to "in the event the option is exercised with approval by the board"

Trustee Oakes accepted the amendment; second. Vote unanimous; motion carried.

- D. Permission to Appoint 2013 Fall Adjunct Instructors – *Aaron Hilliard*  
Trustee Oakes moved approval; second. Vote unanimous; motion carried.
  - E. Permission to Appoint – Full Time Manager of Student Success and Veterans Affairs – *Aaron Hilliard*  
Vice-Chair Osborn moved approval; second. Vote unanimous; motion carried.  
Eli Fox was introduced and welcomed.
  - F. Permission to Post Full-Time Enrollment Services Representative – *Aaron Hilliard*  
Trustee Lester moved approval; second. Vote unanimous; motion carried.
  - G. Permission to Request an RFP for Copier/Printer Management Services  
Trustee Portenga moved approval; second. Vote unanimous; motion carried.
9. Board of Trustees Policy Manual Updates – *Chair Crandall*
10. Announcements
- A. President's Report – *President Nesbary*
  - B. Departmental Updates – *President Nesbary*  
Dr. Selmon invited Trustees to the November 11<sup>th</sup>, Veteran's Day Ceremony at 2:00 p.m. here at MCC.
  - C. Board Comments
    - Trustee Portenga distributed a summary of the sessions he attended at the ACCT Annual Leadership Congress. He highlighted the Healthcare Act information and a detailed letter from the ACCT to IRS dealing with that issue, as well as student loan default information. He thanked the Board and MCC for permitting him to attend.
    - Chair Crandall stated with the upcoming election, we all need to get out and work hard in the next few weeks.

With no further business, the meeting was adjourned at 12:54 p.m.

Minutes submitted by Secretary, Nancy Frye.

/csd