



**BOARD OF TRUSTEES
BOARD MEETING MINUTES
JANUARY 18, 2012
11:00 a.m. – Board Room 400Z**

The meeting was called to order at 11:05 a.m. by Chair Crandall

1. Agenda

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

2. Minutes

- Board Meeting Minutes – Closed Session, October 17, 2011

Trustee Oakes moved approval of the Closed Session Minutes of October 17, 2011; second. Vote unanimous; motion carried.

- Board Study Session Minutes – December 12, 2011

Trustee Frye moved approval of the December 12, 2011, Study Session Minutes as amended; second. Vote unanimous; motion carried.

- Board Retreat Minutes – December 12, 2011

Trustee Oakes moved approval of the December 12, 2011, Board Retreat Minutes as amended; second. Vote unanimous; motion carried

- Board Meeting Minutes – Closed Session, December 14, 2011

December 14, 2011, Closed Session Minutes to be reviewed at the February Board meeting.

- Board Meeting Minutes – December 14, 2011

Trustee Portenga moved approval of the December 14, 2011, minutes; second. Vote unanimous; motion carried.

3. Public Comments

- A United Way video in honor of Martin Luther King, Jr. Day was viewed.
- Dr. Crandall thanked the Board and Administration for their thoughts and prayers over the last few weeks as they ushered Nancy's father onto a new life.

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 Osborn*
2. Personnel Report – *Aaron Hilliard*

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

5. Administrative Reports

A. Academic Affairs – *Teresa Sturuss*

a. Dual Enrollment Proposal –

Recommendation from the President that MCC Board of Trustees approve in-district tuition rates for out-of-district high school students who are dual enrolled students at Muskegon Community College, **effective fall 2012**.

Trustee Frye moved approval of the dual enrollment proposal recommendation; second. Opened for discussion and comments.

- A concern was shared that by lowering tuition at a time when funds are shrinking, there is nothing to offset additional losses and it impacts MCC now.
- One trustee stated they understand this is aimed at Newaygo County students and MCC has been working hard in Newaygo County to get a foothold.
- Administration is convinced MCC will lose students to competitors at West Shore Community College and Lake Michigan Community College if this is not approved.
- It was questioned how at risk the remaining 58% is and Dr. Nesbary responded almost totally, they will look elsewhere because MCC won't have competitive rates. Dr. Breitenbach added this was a growth area for MCC until this competition moved in and MCC would like to keep it.
- The Board questioned whether MCC is able to establish what breakeven would be? Dr. Nesbary responded direct credit are dollars paid to school systems to train students; if MCC doesn't make the change Tech Centers will go to other schools or if they articulate to direct credit they will articulate but MCC won't receive the revenue.

6 votes for and 1 vote against; motion approved.

The Board requested good statistical follow-up from Administration on this proposal.

b. Direct Credit Proposal

It is the recommendation of the President that the MCC Board of Trustees approve a new direct credit rate of \$30 per credit hour **taken at Career Tech Center** for both in-district and out-of-district students **effective fall semester 2012**.

Trustee Oakes moved approval; second.

A friendly amendment was requested adding **effective fall semester 2012 to both proposals (added to recommendation above)**.

A second friendly amendment was made adding to the Direct Credit Proposal, \$30 per credit hour **taken at Career Tech Center (added to recommendation above).**

Vote unanimous; motion carried.

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

- a. Enrollment
- b. Student Success Completion Agenda
 - i. AtD Initiatives
 - ii. College Readiness Initiatives

C. Early Intervention Initiatives

6. Business Non Operational

A. MCCA Report – *Trustee Lester*

Trustee Lester reported many universities are meeting in Lansing on January 25th related to baccalaureate degree and to voice their opposition. Dr. Nesbary plans to be in Lansing on that date.

7. Old Business

A. Board Self Evaluation, Category 6 – *Vice-Chair Oakes*

This was discussed thoroughly at the Study Session.

B. Capital Improvement Exploratory Committee Recommendations

The Board set aside Monday, February 20th following the Study Session to explore the Capital Improvement Exploratory Committee recommendations and possibly review the baccalaureate programs and how they impact future capital improvements. It was requested that there be no special presentations for this Study Session and that the Finance Committee and Personnel Committee forego their meetings so that the Study Session may begin 2:00 p.m. followed by a special/retreat meeting at 4:00 p.m.

8. New Business

A. Permission to Post Full Time Spanish Instructor Position

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

B. Permission to Sell a Tractor – *Rosemary Zink*

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

C. Permission to Seek Bids for Capital Campaign Feasibility Study – *Tina Dee*

Trustee Portenga moved approval; second.

A detailed discussion followed.

- The Board will need to determine at a later date how the feasibility study will be paid for.

- Looking at the list of projects MCC wants to accomplish, and looking at information received from the Advisory Committee, the Board would like to see a bigger picture for all of this before moving ahead with the feasibility study.

6 votes for and 1 vote against; motion approved.

D. Permission to Seek Bids on Call Management System, Voice Mail System, and Classroom Telephones – *Mike Alstrom*

Trustee Mullally moved approval of permission to seek bids for replacement of MCC's call management system; second. Vote unanimous; motion carried.

E. Request for Proposal – Food & Catering Services/Vending Machine Service – *Rosemary Zink*

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

F. Golf Course Year End Review – *Rosemary Zink*

This was reviewed in detail at the Study Session. The Board requested a report this spring with an estimate of what the capital improvement costs would be for next year.

G. MCC Planning Related to Baccalaureate Legislation

Time will be spent on this at the February retreat.

9. Board of Trustees Policy Manual Updates – *No Report*

10. Announcements

A. President's Report – *Dr. Dale Nesbary*

B. President's Message, January 2012

By the next study session Dr. Nesbary will have met with several additional departments and will have opinions from the community on the baccalaureate degree.

C. Departmental Updates

D. Board Comments

- Regarding paperless Board communication, Dr. Crandall asked what the timing is for the portal to be operational and support sharing of information with the Board and others. Mike responded the timeline is to be determined. IT is prioritizing the Business Intelligence and Reporting solution, as they are encountering a high degree of requests for information, support for evidenced based decision making and the number and complexity of requests has increased. The portal is a large scale effort, and his best guess would be winter semester of 2013 to have a portal fully implemented.

With no further business, Trustee Oakes made a motion to adjourn the meeting; second. Vote unanimous; motion carried. The meeting was adjourned at 11:50 a.m.

Minutes submitted by Secretary, Nancy Frye.

/cd