



**BOARD OF TRUSTEES  
BOARD MEETING MINUTES  
FEBRUARY 22, 2012**

**Present:** Don Crandall, Nancy Frye, Dorothy Lester, Sean Mullally, Diana Osborn and Roy Portenga

**Absent:** Ann Oakes

Chair Crandall called the meeting to order at 12:31 p.m.

1. Agenda

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

2. Minutes

– Board Meeting Minutes – Closed Session, December 12, 2011

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

– Board Study Session Minutes – January 17, 2012

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

– Board Closed Session Minutes – January 17, 2012

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

– Board Meeting Minutes – January 18, 2012

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

3. Public Comments

A. Honoring Larry Wright – The MCC Board of Trustees presented Jane Wright with a resolution and a shadow box honoring past Board Chair, Larry Wright.

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 Sturrus*

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

a. Enrollment

b. Student Success Completion Agenda

Nothing additional to report.

6. Business Non Operational

A. MCCA Report – *Trustee Lester*

Nothing additional to report.

7. Old Business

A. Board Self Evaluation, Category 7 – *Vice-Chair Oakes*

Category 8 is the final category to be reviewed next month and the Board will need to determine how they would like to move forward.

B. 2012-13 Budget Analysis – *Dr. Nesbary*

The budget analysis was emailed to Trustees as a PowerPoint presentation. The Board discussed the budget process. Administration and Finance continue to work on the budget and will bring it back to the Board for review and approval.

C. MCC Planning Related to Baccalaureate Legislation – *Dr. Nesbary*

The constitutionality of this legislation is being challenged by the four-year institutions. There is currently no pending action in the state legislature, so this has been placed on hold.

D. Capital Improvement Exploratory Committee Review

- The Board held a retreat on Monday to review and discuss recommendations.
- A PowerPoint presentation from the ACCT Dallas conference will be emailed to the Board regarding the process for getting a millage passed. An investment company in Colorado with expertise in this area was reviewed and have Rosemary was asked to contact the MCCA and ACCT to obtain recommendations of companies closer to MI with the same expertise. Hoping to make a decision in the next couple of weeks then schedule a visit to the campus and invite them to the next Board meeting.
- The Board reviewed assumptions and reached consensus on the following:
  - Applying for the EDA grant with the Federal Government. The Board is committed to raise the money from reserves and bonding capacity to meet MCC's obligation for matching the grant
  - Strongly considering the feasibility of going for a capital improvement millage to help pay for the entire package/top three priorities and to help with ongoing maintenance of the facility going forward.
  - Trustee Oakes has provided information on the filing deadlines.

- The Board did not have a formal vote on going for the EDA grant, but resources are being allocated in case it is approved.

8. New Business

A. Permission to Post Administrative Director of Human Resources Position – *Aaron Hilliard*  
Trustee Portenga moved approval; second. Vote unanimous; motion carried.

B. Permission to Appoint Communications Manager, Peter Koryzno – *Aaron Hilliard*  
Trustee Osborn moved approval; second. Vote unanimous; motion carried.

New employees Peter Koryzno and the new Human Resources Para Professional, Navidad Cortez, were both welcomed by the Board.

C. Permission to Appoint – Adjunct Instructors – 2012 Winter Semester – *Aaron Hilliard*  
Trustee Frye moved approval; second. Vote unanimous; motion carried.

D. Request for Approval – Department Chairperson/ Coordinator Stipends  
2012 Winter Semester – *Aaron Hilliard*  
Trustee Lester moved approval; second. Vote unanimous; motion carried.

E. Request for Approval – Extra Contractual Assignments 2012 Winter Semester  
– *Aaron Hilliard*  
Trustee Mullally moved approval; motion carried. Vote unanimous; motion carried.

F. Permission to Establish Guidelines and Procedures for Technology Sales –  
*Rosemary Zink & Mike Alstrom*

- At the February 22<sup>nd</sup> study session a policy statement was requested and is included in today's Board packet. For informational purposes, the draft guideline procedures were also included. A detailed discussion ensued.
- This policy will be for items that fall under the dollar threshold outlined in the current Board policy and will not be added to the Board policy manual. The equipment will be made available to employees and students, will be disseminated through internal channels, and no surplus is anticipated. Requests from outside organizations will be brought before the Board for approval, at the Board's request.

Trustee Mullally moved approval of the guidelines and policy statement as presented today; second.

- The price differential for desktop computers for employees versus students and not for laptops was noted. It was questioned, whether there is a reason for this and why there is a difference in price for employees versus students, for one but not the other. The response was that they are trying to make it cost affordable for students. Then it was noted that students are not getting a deal on laptops, which seems inconsistent.

Vote unanimous; motion carried.

G. Fund Balance Transfer Recommendation - *Dr. Nesbary*

Trustee Portenga moved approval of transferring \$1.5M from the General Fund to the RRR Fund; second.

- This transfer is supported per the discussion at Monday's Study Session, with \$1M of the \$1.5M committed to the EDA grant. Individual major expenditures from this fund must come before the Board for approval, based on Board guidelines, and must be presented as a separate request.

Vote unanimous; motion carried.

9. Board of Trustees Policy Manual Updates

A. Policy 3.00.00 Residency Requirement Proposal – *Jean Roberts*

Updated language was added to the Board packet for today's meeting, which was reviewed and discussed.

Trustee Portenga moved adoption of the new policy; second. Vote unanimous; motion carried.

10. Announcements

A. President's Report – *Dr. Nesbary*

B. President's Message, February 2012 – *Dr. Nesbary*

C. Departmental Updates

D. Board Comments

- Trustee Osborn distributed a draft of the Foundation for MCC minutes from February 7, 2012, and requested permission to add regular Foundation updates to the Board agenda. The Foundation has had difficulty getting the leadership needed and Chair Crandall has asked Trustee Osborn to step in on a temporary basis to act as president. There was not a quorum at this meeting and the Foundation is in a time of transition, trying to recruit new members, some members have moved south for the winter, etc. They are trying to recruit members and any recommendations may be forwarded to Trustee Osborn. She also voiced appreciation for the two faculty members who have been very diligent in serving on the Foundation Board.
- The Foundation is also wrapping up the Reaching for the Stars campaign and any donations would be greatly appreciated.
- The golf outing is being planned for June 1<sup>st</sup> and individuals were invited to bring in golfers and make any recommendations for this upcoming event. Chair Crandall suggested Bob and Sue Fles and Dr. Nancy Brenneman, who is the daughter of Bob Fles, Sr. and her brother Bob Fles, Jr.

With no further business, Trustee Lester made a motion to adjourn; second. The meeting was adjourned at 1:15 p.m.

Minutes submitted by Secretary, Nancy Frye.

/cd