



Muskegon Community College

BOARD OF TRUSTEES BOARD MEETING MINUTES March 20, 2013 12:30 p.m. – Board Room 400Z

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

Absent: Chair Crandall & Trustee Frye

The meeting was called to order by Vice-Chair Osborn at 12:30 p.m. Several students from Kurt Troutman's class attended the meeting, so Vice Chair Osborn asked everyone to introduce themselves.

1. Agenda

Trustee Portenga moved acceptance of the agenda with item 8. F., Resolution to Approve Change in Authorized Signers at Fifth Third Bank added; second. Vote unanimous; motion carried.

2. Minutes

- **Board Study Session Minutes – February 18, 2013**

Trustee Lester moved approval of the February 18, 2013 minutes; second. Vote unanimous; motion carried.

- **Board Meeting Minutes – February 20, 2013**

Trustee Portenga moved the minutes of February 20, 2013, be adopted; second. Vote unanimous; motion carried.

- **Board Retreat Minutes – February 25, 2013**

Trustee Oakes moved approval of the February 25, 2013 minutes; second. Vote unanimous; motion carried.

3. Public Comments

No public comments were given.

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*
2. Personnel Report – *Aaron Hilliard*

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

5. Administrative Reports

- A. Academic Affairs – *Teresa Sturrrus*
- B. Student Success Report – *Dr. John Selmon*
 - a. Enrollment
 - b. Student Success Completion Agenda

Dr. Selmon reported summer enrollment is up from Monday, from -8% to +2%.

6. Business Non Operational

- A. MCCA Report – *Trustee Lester*

The latest update from MCCA was distributed this week and includes a lot of good information. Trustees were encouraged to review the report.

- B. Foundation Update – *Vice-Chair Osborn*

Annual Jayhawk Scramble Golf outing brochures were distributed. The foundation is working to secure sponsors and any leads would be appreciated. All proceeds go to the general scholarship fund, directly helping students.

7. Old Business

Nothing to report.

8. New Business

- A. MCC's HVAC Systems Study Presentation from GMB Located on the Board Portal at:
<https://board.muskegoncc.edu/Shared%20Documents/MCC%20HVAC%20Systems%20Study%203.08.2013.pdf>

The GMB report and recommendations were distributed at Monday's Study Session. The Board will continue to study this information.

- B. Permission to seek Bids for Computer Life Cycle – *Mike Alstrom*

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

- C. Permission to Re-Appoint 2013-2014 Administrative, Professional and Support Staff
– *Aaron Hilliard*

Trustee Lester moved approval; second.

Trustee Portenga offered a friendly amendment adding: It is the recommendation of the President that the Administrative, Professional and Support Staff employees listed above be given notice of intention to reappoint effective April 1 and that their positions, either when reappointed or post-reappointment, is contingent upon funding being available."

Trustee Lester accepted the friendly amendment; second. Vote unanimous; motion carried.

- D. Request for Endorsement of Faculty Association Agreement – *Aaron Hilliard*
Trustee Portenga moved approval; second. Vote unanimous; motion carried.
- E. Presentation of Full-Time Faculty Contracts – *Aaron Hilliard*
Trustee Lester moved approval; second.
The Board questioned whether there's a provision contingent on funding being available. The Master Agreement states notice of lay-offs must be provided on or before April 1st.
Vote unanimous; motion approved.
- F. Resolution to Approve Change in Authorized Signers at Fifth Third Bank
Trustee Mullally moved approval; second.
It was questioned whether this should be delayed until reorganization is endorsed by the Board. Administration prefers that it be endorsed now, as signatures will be needed.
Vote unanimous; motion carried.
- G. Board Evaluation – (*Board Action Required*) - *Chair Crandall*
To be reviewed further at the April Board meeting.

9. Board of Trustees Policy Manual Updates – *Chair Crandall*

10. Announcements

- A. President's Report – *President Nesbary*
Dr. Nesbary uploaded a document to the Board portal from 1976 when MCC was facing a budget deficit of \$1.2M – equating to \$6M in today's dollars. He and Vice-Chair Osborn discussed the history and issues MCC faced and at that time.
- B. President's Message, March 2013 – *President Nesbary*
- C. Departmental Updates – *President Nesbary*
- D. Board Comments
- Trustee Lester asked whether there has been any movement on the ESSU contract. President Nesbary and Aaron Hilliard reported that mediation is scheduled for March 25th and it is the hope to move forward at that point.
 - Vice-Chair Osborn stated that March is National Reading Month and suggested reading a book to a child or having a child read a book to you.

Trustee Oakes made a motion to adjourn the meeting; second. Vote unanimous; motion carried.

With no further business, the meeting was adjourned at 1:02 pm.

Minutes submitted by Secretary, Nancy Frye.

/csd