



Muskegon Community College

BOARD OF TRUSTEES BOARD MEETING MINUTES August 20, 2014 – 12:30 p.m.

Room 1100 – Stevenson Center Lecture Hall

Present: Chair Crandall; Vice Chair Osborn, Trustee Frye, Trustee Oakes and Trustee Portenga

Absent: Trustee Mullally and Trustee Lester

Chair Crandall called the meeting to order at 12:30 p.m.

1. Agenda

Vice Chair Osborn moved approval; second. Vote unanimous; motion carried.

2. Minutes

- Board Study Session Minutes – July 14, 2014
Trustee Portenga moved approval; second. Vote unanimous; motion carried.
- Board Retreat Minutes – July 15, 2014
Trustee Oakes moved approval; second. Vote unanimous; motion carried.
- Board Meeting Minutes – June 16, 2014
Trustee Portenga moved approval; second. Vote unanimous; motion carried.
- Board Closed Session Minutes – July 16, 2014
Trustee Portenga moved approval; second. Vote unanimous; motion carried.

3. Public Comments

There were no public comments.

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

Vice Chair Osborn moved approval; second. Vote unanimous; motion carried.

A. Budget/Finance

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

B. Personnel

1. Personnel Committee Report – *Trustee Mullally*

There were no additional reports.

5. Administrative Reports

- A. Academic Affairs – *Teresa Sturris*

- B. Student Success Report – *Dr. John Selmon*
 - a. Enrollment
 - b. Student Success Completion Agenda

- C. Personnel Report – *Kristine Anderson*

There were no additional reports.

6. Business Non Operational

- A. MCCA Report – *Trustee Oakes*

- At the business meeting on Friday of the summer conference, Trustee Lester was elected as Vice Chair of the MCCA.

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

- Tickets were available for Founders Day, as well as packets for anyone wishing to sell tickets. The silent auction deadline is August 28th.

7. Old Business

- A. Construction Project Committees – updates were given at Monday’s Study Session. The Board and Administration have been negotiating on a downtown campus location and hope to make an announcement very soon.

- a. Steering Committee

- i. Science Center – Groundbreaking scheduled for September 3rd at noon.
- ii. Health Center
- iii. Arts Center
- iv. Downtown Center

- B. Policy Governance – Board Retreat – *Chair Crandall*

- Chair Crandall suggested Trustees continue to read their policy governance booklets and time will be spent at upcoming study sessions working through the details.
- One of the key components will be to convert the policy manual, determining what is operational and what is Board policy. Administration will begin reviewing the policy manual and have discussions at the Board level. The Board will then need to determine the rules of engagement for the Board of Trustees. A Board retreat will be scheduled later this fall.

- C. Presidential Contract – *Trustee Portenga*

After much discussion with the Board as a whole, the Personnel Committee presented a presidential contract to the Board for approval. Major changes in the contract were summarized:

- It will be a 3-year term instead of a rolling 1-year contract.
- The president’s salary for each of those years will be adjusted to \$169,000
- The president’s retirement annuity will be raised to \$10,000
- Fringe benefit language is simply incorporated by reference; the president is entitled to the same fringe benefits as APS. The recommendation is by the Board Chair, since the entire Board worked on this agreement, not just the Personnel Committee.

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

8. New Business

- A. Permission to Adopt – Coaches Salary Table Increase – *Kristine Anderson*
Trustee Frye moved approval; second. Vote unanimous; motion carried.
- B. Appointment – Coaching Staff – 2014-2015 Academic Year – *Kristine Anderson*
Trustee Osborn moved approval; second. Vote unanimous; motion carried.
- C. Permission to Post Full-Time Workforce Training & Account Manager – *Kristine Anderson*
Trustee Portenga moved approval; second. Vote unanimous; motion carried.
- D. Request to Approve the Multiple Position Policy – *Kristine Anderson*
Trustee Osborn moved approval; second. Vote unanimous; motion carried.
- E. University Park Golf Course Recommendation – *Dr. John Selmon*
Trustee Osborn moved approval; second.

The liability question from Monday's Study Session was discussed and Dr. Selmon distributed a handout to the Board. The college will not be asked to provide any additional subsidy. Any revenue over \$135,000 will be shared as a 50/50 split between Davey Golf and MCC.

Vote unanimous; motion carried.

- F. Resolution to Issue Bonds – *Beth Dick*
Trustee Portenga moved approval; second.
Roll call vote:
Trustee Frye – Yes
Vice-Chair Osborn – Yes
Trustee Portenga – Yes

Trustee Oakes – Yes
Chair Crandall – Yes

The resolution is approved.

9. Board of Trustees Policy Manual Updates – *Dr. Nesbary*

10. Announcements

- **Distinguished Faculty Award, Dr. Daniel J. Yakes**
Thursday, August 21 @ Noon in Collegiate Hall
- **MCC Science Center Groundbreaking Ceremony**
Wednesday, September 3 @ Noon at the Stevenson Center Courtyard

- A. President's Report – *President Nesbary*
- B. Departmental Updates – *President Nesbary*
- C. Board Comments
 - Vice Chair Osborn is unfortunately unable to attend Dr. Dan Yakes Distinguished Alumni celebration but congratulates him and stated it is well deserved.
 - Trustee Portenga congratulated Dr. Nesbary. He is looking forward to the next three years here at MCC and everything happening in the classrooms, buildings, etc. It is a big time in the history of MCC and he's glad Dr. Nesbary will be at the helm leading us through.

- Trustee Oakes discussed the Trustee budget of \$21k, \$3k per trustee. Trustee Frye is a little short for the ACCT National Conference in October, how can that be addressed so she may attend? Trustee Frye thanked Trustee Oakes for presenting the request on her behalf.

Trustee Oakes moved that Trustee Frye be provided with the additional funds needed to attend the ACCT Conference in Chicago in October; second. Vote unanimous; motion carried.

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

Minutes submitted by Secretary, Nancy Frye.

/csd