



Muskegon Community College

BOARD OF TRUSTEES BOARD MEETING MINUTES October 19, 2016 – 12:30 p.m. 400Z – Board Room

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

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

1. Agenda

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

2. Minutes

- Board & Cabinet Retreat Minutes – September 16, 2016

Vice Chair Osborn moved approval of the Board & Cabinet Retreat Minutes of September 16, 2016; second. Vote unanimous; motion carried.

- Board Meeting Minutes – September 21, 2016

Trustee Portenga moved approval of the Board Meeting Minutes of September 21, 2016; second. Vote unanimous; motion carried.

3. Public Comments and Presentations – there were no public comments or presentations.

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

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

A. Budget/Finance

I. Financial Reports – *Teresa Sturris & Ken Long*

The Board expressed appreciation for the great summary and explanations that Ken Long prepares for the Board. Chair Crandall stated that if at any time Ken has things the Board should be aware of, Ken should feel free to take some time during the administrative reports to bring the board up-to-date.

B. Required Approvals – *Dr. Crandall*

5. Administrative Reports

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

1. Enrollment – Winter enrollment begins in two weeks.
2. Student Success Completion Agenda

Dr. Selmon reported a group from MCC attended the Michigan Student Success Summit and presented on MCC's high impact practice work. The presentation was very well received with an overwhelming response.

3. Personnel Report – *Kristine Anderson*

- A flu shot clinic was held on September 27th with nearly 60 faculty and staff receiving flu shots.
- Open enrollment is currently underway.
- MCC has a bold goal of raising \$30,000 this year for the United Way campaign. Forms were distributed to all Trustees and are due in two weeks. A pancake breakfast fundraiser is also scheduled for November 3rd, where Dr. Nesbary and the Cabinet will be cooking and serving a pancake breakfast to raise funds for the United Way.
- Theresa Kanoza, a new English department faculty member who started with MCC in August, introduced herself and was welcomed.

6. Business Non Operational

A. MCCA Report – *Trustee Oakes*

Dr. Nesbary and Trustee Oakes will be attending the MCCA Autumn Conference at Grand Rapids Community College tomorrow and Friday.

B. Foundation Update – *Vice-Chair Osborn*

- Work continues with the capital campaign consultant.
- The next regular quarterly FMCC Board Meeting is November 17th.
- The FMCC Board continues to work with Ken Long to create better financial statements, which will be presented on a more regular basis going forward.
- A couple of new board members are being considered, including Tom Keenan, and information will be forwarded to the Board of Trustees before the November meeting.

7. Old Business

A. Construction Project Committees – *Dr. John Selmon*

- Steering Committee
 1. Science Center
 2. Health & Wellness Center – still targeted for a November 1st schematic design. The packet will be sent to the state, seeking approval for \$5.6M of

Capital Outlay. The Student Government has been added to the project to get the students involved as much as possible and they will get other students involved.

3. Arts & Humanities Center – PTK students have been added to this project. Review of design work and meetings with staff continue.
4. Downtown Center – a lot of progress has been made. Pictures are available on the portal. Dr. Crandall toured the Downtown Center a week ago. They have had 60 workers working full time for the past two months and they are making incredible progress.

8. New Business

- A. Sole Source Purchase Request MEDC Equipment – *Dan Rinsema-Sybenga*
Trustee Oakes moved approval; second. Vote unanimous; motion carried.
- B. Bond Sale Paperwork for Approval – *Ken Long*
Trustee Moore moved approval of the bid of Raymond James and Associates for the purchase of bonds of the issuer be accepted; second. Vote unanimous; motion carried.

9. Board of Trustees Policy Governance Manual Updates – *Dr. Crandall*

- A. [Policy Updates](#)
- B. Monitoring Reports
- C. Ends Policy Review and Approval
 - Financial Stability
 - Community Impact
 - Health and Wellness
 - Educational Level of the Community
- D. Future Agenda Items

10. Announcements

- A. President's Report – President Nesbary
- B. Board Comments
 - Dr. Crandall, Dr. Nesbary and Mike Alstrom presented at the ACCT Conference about MCC's move to policy governance, which was well received. They have been invited to counsel others nationwide who are looking to transition to policy governance. The Board thanked the President, faculty, staff, the Board, "everyone" for the great work that is being done at MCC. Trustee Frye stated that the presentation showed what we and the staff at MCC do for the good of the students and our community. She added that their session received the most evaluations of any session she attended and they were positive evaluations.

- The ad congratulating and thanking the faculty, staff and Muskegon County citizens for their hard work and dedication to our students and for receiving recognition as one of the top 50 Best Value Community Colleges in the Country was approved.
- Trustee Portenga attended a session on athletics. The small rural college that presented stated that by adding athletics, they have seen an increase in the number of students, higher retention rates in this group, and higher testing scores in this group. They stated adding athletics has been very positive and their numbers are justifying the addition of athletic programs.
- Dr. Nesbary attended a session on College Promise programs at the ACCT, and this Friday he will be sitting on a panel with three other college presidents, a college trustee, and someone from the Kalamazoo Promise, presenting to the MCCA Board of Trustees. He will discuss how our promise program has been going and will bring information back.
- Dr. Crandall asked those who attended the ACCT Conference to prepare a 2-3 minute review, highlighting important sessions they attended and the take-aways from those sessions for presentation to the Board.
- At the end of next week, Dr. Nesbary is on a panel at the Chamber of Commerce Business breakfast discussing the state of education in Muskegon County.
- Dr. Selmon discussed the upcoming Veteran's Day event on November 11th at 11AM at the Causeway and 2PM in the MCC Gymnasium.
- A multi-jurisdictional Law Enforcement Training Drill was held last Friday in the Stevenson Center with 40-50 officers in attendance.
- Muskegon Police Chief Jeffrey Lewis and Dr. Selmon will be in Lansing on Monday as part of a Michigan Civil Rights panel to discuss policing, training, how MCC works with the local police, etc.
- The November 2nd – IPM Downtown Center Renovation Groundbreaking Celebration was also announced.

With no further business, Trustee Oakes moved to adjourn; second. Vote unanimous; motion carried. The meeting was adjourned at 1:13PM.

Minutes submitted by Secretary Nancy Frye.

/csd