



Muskegon Community College

BOARD MEETING MINUTES December 21, 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

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

2. Minutes

- Board Meeting Minutes – November 16, 2016

Trustee Oakes moved approval of the November 16, 2016 board meeting minutes; second. Vote unanimous; motion carried.

3. Public Comments and Presentations

Brendon Crouch and Anna Hallack from EMSI gave a presentation on the three capital projects MCC is currently engaged in or has completed (Science Center). The information does not include the Arts Center, which is still in the planning phase. Impacts created by the capital spending projects for the new science center, new health and wellness center, as well as the renovation of two downtown buildings are as follows:

CAPITAL IMPACT	ADDED INCOME	JOBS
Short-Run Capital Spending Impact	\$11.1 million	199
Long-Run Operations Spending Impact	\$7.4 million	143
Long-Run Alumni Impact	\$36.2 million	661
TOTAL IMPACT	\$54.8 million	1,003

Short-Run Capital Spending Impacts

- This new economic activity amounts to a present value of \$9.4 million in labor income and \$1.7 million in non-labor income being added to the West Michigan economy.

Long-Run Operations Spending Impacts

- As the capital spending projects become operational, they will create a demand for added employees and their associated day-to-day operational expenditures. These operational impacts will begin in 2017 (upon completion of the next capital project) and are measured until 2035.
- From 2017 to 2035, the increased operations spending resulting from the capital spending projects will create a present value of \$6 million in labor income and \$1.5 million in non-labor income.

Long-Run Alumni Impacts

- The capital spending projects will not only create new alumni that would not have otherwise been served, but they will help MCC respond to the needs of a growing economy and demand for students. These alumni will start contributing to the economy in 2018. This analysis is capped at 2035; however, the program will continue to train students long after that.
- The added earnings and increased productivity of these students will create long-run impacts across the West Michigan economy. By 2035, the capital spending projects will have produced 2,412 alumni,

many of whom will stay in the region after they complete their degree. These alumni will add \$25.8 million in labor income and \$10.5 million in non-labor income.

Chair Crandall stated these presentations are very helpful in looking at the community impact of MCC.

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

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

A. Budget/Finance

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

B. Required Approvals – *Dr. Crandall*

5. Administrative Reports

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

1. Enrollment was up 3.6% in headcount when the enrollment report was run. Last Friday 185 students were dropped for non-payment, which decreased the headcount to -1.5%. Many of these students will be recaptured.

2. Student Success Completion Agenda.

- Dr. Selmon directed the Board to page 10, related to the mental health issues experienced in Muskegon County and on campus. There is a tremendous amount of work that has been done by a number of college staff and community members, trained to handle mental health issues. MCC received special funding for training and has been training staff for a couple years. Muskegon has some high numbers in terms of suicide and things of that nature, so it's an issue that is important to us.
- Trustee Portenga shared part of his summary from the ACCT conference he recently attended. Trustee Portenga attended a session titled "Too distressed to learn, supporting community college student's mental health". It discussed surveying students before they start class to see how they are doing emotionally; and if they are doing poor emotionally, would they like to talk to someone, to which many students replied "yes". These talks are held once every six months, not necessarily with a trained person, it could be someone in the athletic department. The statistics a couple of years later show students who had one talk with an official from the college per six months had a much higher rate of success.
- Dr. Selmon shared that a survey conducted here on campus identified mental health as a top area students would use. The board asked if this could be addressed with the new Mercy clinic that will be on campus.
- Larry Visconti discussed student mental illness on campus and that our counselors could do more, but there are under time constraints. Students are referred to other community agencies as needed.
- Dr. Selmon reported MCC recently launched a self-service financial aid software to help students decrease financial aid stress. Bruce Wierda will be invited to the January Board meeting to demo this new software.

3. Personnel Report – *Kristine Anderson*

- MCC had a successful United Way Campaign, ending nearly \$1,000 above last year.
- New hires in the last month include: Kevin Kaiser, Graphic Design; Jon Larsen, Applied Technology; Amy Herrington, Nursing faculty; Christy Fogg, Associate registrar; and George Sharp as a new enrollment representative.

6. Business Non Operational

A. MCCA Report – Annexation legislation has been signed. The Board has been following this over the past few years and will need to make major decisions on the direction MCC will take based on this legislation. The Board asked about any insights we have regarding other community college's intentions and goals related to this new legislation, which was discussed.

B. Foundation Update – *Vice-Chair Osborn*

The Foundation Boards next meeting is in February. At the last meeting they discussed reviewing total membership, bylaws, and getting on track to move forward with a big money raising challenge. To clarify where roles cross over between the FMCC Board and the MCC Board of Trustees, a retreat is scheduled for January 9, 2017 to discuss each boards' roles. Chair Crandall noted the MCC Board is responsible for approving any changes to the FMCC Board Bylaws.

7. Old Business

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

- Steering Committee

1. Health & Wellness Center – waiting on the state and hoping to hear back soon.
2. Arts & Humanities Center – in the design schematic phase. Looking at requesting an RFP in January or February.
3. Downtown Center – updates are included in the board packet.
4. LFC updates – updates on renovations, LFC budget, and how close to self-sustaining the LFC is were requested. Dr. Nesbary stated updates will be given to the Board on all of the projects in January, with a separate presentation on the LFC in February. Chair Crandall stated there were some preliminary capital improvements planned for the LFC, but when the budget for the Health & Wellness Center on campus was developed, and not knowing how much, when, or if we will receive state funds, most everything has been put on hold. Any capital improvements at the LFC are somewhat contingent on what happens with the campus health facility, which is contingent on the final budget figure, how much we receive from the state, and where the extra funding will come from. Eventually the board will need to take action to address this and make a final decision on how we're going to move forward, when, and to what degree.

8. New Business

A. Request to Confirm 2017 Board Meeting Schedule – Trustee Moore moved approval; second. Vote unanimous; motion carried.

B. Proposed New Mission Statements for Selection – *Dr. Nesbary & Tina Dee*

The Board reviewed the recommendations and developed a fourth option. All four recommendations will be presented at the January meeting along with the current mission statement for review and approval.

Trustee Moore made a motion to postpone voting on a mission statement until the January 2017 board meeting; second. Vote unanimous; motion carried.

C. New Jobs Training Agreement with LaColumbe – *Dan Rinsema-Sybenga*

Trustee Portenga moved approval with the following amendment adding the word "to" as follows: On the first page of the resolution, the third "WHEREAS", WHEREAS the College desires to approve the Agreement, authorize the issuance of a new jobs training revenue bond and ...; second. Vote unanimous; motion carried.

D. Sole Source Purchase Request MEDC Equipment – *Dan Rinsema-Sybenga*

Trustee Mullally moved approval; 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 – The Chair, Vice Chair, and president discussed MCC’s fiscal year-end evaluation of the president. They would like the president’s report on the ends policies in late spring, prior to finalizing the budget for July 1, 2017. The board will use this information to evaluate the year, the ends policies, and the role of the president, before making final determinations on the budget going into the new fiscal year.
 - Community Impact
 - Health and Wellness
 - Educational Level of the Community
 - Future Agenda Items – The board would like an update on equity efforts, since part of the mission statement includes equity. The board was invited to the keynote presentation for faculty seminar days titled “Creating a Culture of Inclusion and Belonging on Campus” by Dr. Terrell Strayhorn. Two items published by Dr. Strayhorn were also recommended: [College Students' Sense of Belonging: A Key to Educational Success for All ...](#) and [Black Male Collegians: Increasing Access, Retention, and Persistence in Higher Education](#).
10. Announcements
- **Campus closes** on Thursday, December 22nd and **Re-Opens** on Tuesday, January 3, 2017
 - January 5-6, 2017 at 11:30 AM – **Faculty Seminar Days with Distinguished Faculty Award Presentation** on Friday, January 6th in *Collegiate Hall*
 - January 9, 2017 from 1 - 4PM – **MCC Board of Trustees & FMCC Board Retreat** –*Stevenson Center Room 1228*
 - January 13, 2017 at 7:30 AM – **21st Annual Dr. Martin Luther King, Jr. Unity Breakfast** – in *Collegiate Hall*
 - January 18th at **11:30 AM Board Meeting** in *400z Board Room*, followed by the **Service Award Luncheon** in the *Stevenson Center Room 12:00 @ 12:30 PM*
 - **MCC Strategic Planning Listening Tours – 6 PM**
 - January 19, 2017 @ *Lakeshore Fitness Center (back area, first floor)*
 - January 23, 2017 @ *MCC Room 1100*
 - January 25, 2017 @ *Grand Haven Community Center - Escanaba A/B Room*
 - February 7, 2017 @ *NCRESA Multi-Media A/B Room*
 - January 25, 2017 from 8:30 AM-1 PM – **MCCA Legislative Summit** *Anderson Building-Mackinac Room - Lansing, MI*
- A. President’s Report – *President Nesbary* – Trynette has been leading a process during the past year to understand everything we are doing on campus related to diversity, equity and inclusion. An email will be sent in early January related to this.
- B. Board Comments
- Vice Chair Osborn wished everyone a Happy Holiday.

With no further business, Trustee Frye moved to adjourn the meeting; second. The meeting was adjourned at 1:44 p.m.

Minutes submitted by Secretary Nancy Frye.

/csd