



# Muskegon Community College

## BOARD OF TRUSTEES BOARD MEETING MINUTES

June 21, 2023

Room 2109E – Main Campus

Present: Chair Osborn, Trustee Cook, Trustee Crandall, Trustee Moore, and Trustee Portenga

Absent: Trustee Frye and Trustee Mullally

I. Public Agenda – Chair Osborn called the meeting to order at 12:29 p.m. Trustee Moore moved approval of the agenda. After the Consent Agenda, the Action Items will be moved up. Second. Vote unanimous; motion carried.

II. Public Comments and Presentations

Dr. Patti D’Avignon Dean of Student Services presented the Enrollment Management Plan (EMP) 2023-2024 for year one. The EMP focuses on new students (Recruit), current students (Retain), and past students (Regain).

Sue Samaniego Chief Advancement Officer presented on the Foundation for MCC Revised Bylaws and Documents. President Selmon and Sue Samaniego will serve on the Opportunity Team as non-voting members. College Departments can submit proposals for potential funding opportunities to the Opportunity Team which chooses 3-5 major fundraising priorities. Small projects up to \$10,000 will be awarded by the Opportunity Team. The Opportunity Team will choose larger projects to bring to Cabinet, the MCC Board of Trustees and The Foundation for Muskegon Community College. The Opportunity Team will consist of three faculty members, one member from adjunct faculty, three members from administration, two members from the Educational Support Staff Unit, two members from Facilities, and two at large members. We would like to have students as members of the Opportunity Team in a non-voting role. We will look at retired faculty serving on the Foundation Board. The MCC Board of Trustees will appoint two members to the Foundation and approve the entire Foundation Board of Directors.

III. Trustee Moore moved approval of the Consent Agenda; Second. Vote unanimous; motion carried.

- Board Meeting Minutes of May 17, 2023

A. Budget/Finance –

1. Financial Reports
2. Project(s) at a Glance

- B. Required Approvals
- C. Personnel Report

#### IV. Administrative Reports

##### A. President's Report

President Selmon highlighted that two of our Nursing students received scholarships from the Muskegon Black Nurses Association (KMMBNA).

President Selmon attended the Inclusive Leadership Academy. Dr. Erica Orians from the Michigan Community College Association (MCCA) and the Muskegon Area Superintendents visited campus.

President Selmon shared the article from Nolan Finley in the Detroit News – “Nolan out loud: community colleges not getting the job done.” MCCA is concerned about the article. We are locally managed, elected, and accountable.

Trustee Mullally and President Selmon will be attending The Association of Community College Trustees (ACCT) conference in Las Vegas, October 9-12, 2023.

Marketing and Communications launched a bold new fall campaign and the 2023-24 course catalog is completed.

Academics and Workforce Development highlighted MCC options for credit for prior learning and the Michigan Transfer Network.

Ken James Chief Diversity Officer was the keynote speaker at the TalentFirst event and Ken and MCC staff attended the Juneteenth celebration. Ken will present at the College Wide meeting for Pride month in June.

Allyson Paris will join MCC as Theater faculty.

Today at 3:00 p.m. is the Retirement Party for Eduardo Bedoya, Linda Hood, Duane Rainbolt, Robert Ross, Rebecca Smith, Judith Stonex, Mary Tyler, Rodney VanNortwick, Sheila Wahamaki, and Thomas Wolters.

Each month we will highlight a Strategic Initiative.

##### B. Student Success Report

1. Enrollment
2. Student Success Completion Agenda

#### V. Business Non-Operational

##### A. Michigan Community College Association (MCCA) Report

Trustee Crandall reported on the concerns of the governance of community colleges.

B. Foundation Update

VI. Old Business

VII. New Business

A. Public Hearing and Adoption of the 2023-2024 Budget

Trustee Portenga moved to open the Public hearing on the 2023-2024 budget; Second. Vote unanimous; motion carried.

Trustee Cook – Yes	Trustee Crandall – Absent	Trustee Frye – Absent
Trustee Moore – Yes	Trustee Mullally – Absent	Trustee Portenga – Yes
Chair Osborn – Yes		

The budget was presented, and questions were answered by Beth Dick.

Trustee Portenga moved going out of the Public hearing; Second. Vote unanimous; motion carried.

Trustee Cook – Yes	Trustee Crandall – Yes	Trustee Frye – Absent
Trustee Moore – Yes	Trustee Mullally – Absent	Trustee Portenga – Yes
Chair Osborn – Yes		

Pursuant to the Uniform Budgeting and Accounting Act it is the recommendation of the President that the 2023-2024 Budget, as presented and attached, be adopted, and that the 2023 tax levy for the College's operating millage be established at 2.1693 mills and the 2023 tax levy for the College's capital/debt millage be established at .27 mills on the taxable value and that the Secretary of the Board be authorized to certify the tax levies to township supervisors and city assessors.

In addition to this approval, the Administration will revisit the budget at the October Board meeting and be prepared to make adjustments after our fall enrollment and the State's final budget results have been released. A 5-year multifaceted budget reduction plan and a policy to address a fund balance ratio threshold will be presented at the meeting.

Trustee Crandall moved approval of the budget; Second. Vote unanimous; motion carried.

- B. Trustee Portenga moved approval of the revised Foundation for Muskegon Community College Bylaws, Opportunity Team Policy Statement and Procedures, Opportunity Team Mission Statement, Opportunity Team Proposal Outline and Opportunity Team Proposal Evaluation Rubric documents with the following change to 3.03 of the Foundation for Muskegon Community College Bylaws; Second. Vote unanimous; motion carried.

Bylaws of The Foundation for Muskegon Community College, Article III, Board:

3.03 Election. To become a member of the Board, a person must be nominated by a current director and supported by the Chairperson. If the Chairperson supports the nominee, the Chairperson will present the nomination to the **MCC Board of Trustees, who** will vote on the election of such nominee to the **Foundation for MCC Board of Directors. Additionally, the MCC Board of Trustees will appoint two (2) of their members to the Foundation Board of Directors. These two individuals will not be subject to the term limits referred to in 3.02 above.**

- C. Trustee Crandall moved approval of the Administrative Professional Support Staff (APS SSI Band) Wage Range increase from the current range to the new range of \$14.00 – \$26.73; Second. Vote unanimous; motion carried.
- D. Trustee Crandall moved approval of the Adjunct Faculty Pay Scale to the proposed 2023 scale, and to adjust adjunct faculty pay as appropriate based on the new pay levels; Second. Vote unanimous; motion carried.

VIII. Board of Trustees Policy Governance – Chair Osborn

- A. Review [Policy Updates](#)
  - II. Governance Process
- B. Future Agenda Items – a retreat will be scheduled.

IX. Announcements

- A. Public Comments
- B. Board Comments – Trustee Portenga stated the 5-year multifaceted budget reduction plan and a policy to address a fund balance ratio threshold economically is great.

With no further business, the meeting was adjourned at 2:19 p.m.

Minutes submitted by Chair Osborn

/ph