



BOARD OF TRUSTEES
BOARD MEETING MINUTES

May 21, 2025, 12:30 p.m.

Room 2109E – Main Campus 2nd floor

Present: Chair Osborn, Vice Chair Portenga, Trustee Moore, Secretary Frye, Trustee Cook, Trustee Crandall, Trustee Scott

I. Chair Osborn called the meeting to order at 12:30 p.m. Trustee Moore moved approval. Second. Vote unanimous; motion carried.

II. Public Agenda – Related Comments

III. Presentation(s)

IV. Trustee Portenga moved approval of the Consent Agenda. Second. Vote unanimous; motion approved.

A. Minutes

- Board Meeting Minutes for April 16, 2025

B. Budget/Finance

I. Financial Reports –

Beth Dick reported on the Quarterly reports and Projection.

Fall contact hour enrollment was 4.9% over budget and Winter was 10% over budget.

Federal, state and local grants are coming in higher than budget due to a greater amount of Pell, Reconnect, Promise and the unbudgeted Community College Guarantee awards to students than anticipated.

Wages and fringes are coming in under budget due to vacant positions and lower than anticipated medical costs.

Most other operating expenses are trending under budget with the exception of bad debt expense which is trending over budget.

The Operating Fund is currently projecting a surplus of \$1.5M, which is an improvement over the budgeted deficit of \$2.5M. Summer enrollment is trending 19.6% over budget and the year is up 8.9% from budget. Things that can still impact the budget are final summer enrollment, final property tax revenues, a new accounting standard impacting year-end sick and vacation accruals and the year-end accrual for incurred but not reported medical claims.

There have been seven meetings of the Facilities Plan Committee. The committee has focused on prioritizing the infrastructure condition assessment projects. The Board approved the hiring of an architect and engineering firm to begin working on those projects. Facility improvement projects have also been prioritized by the committee. The Overbrook Theater project was voted #1 and the committee recommends submitting the project for a state

capital outlay request. Food service was voted #2 and we are researching options to bring hot food back on campus. Student focused study and collaboration spaces will also be a priority of the Foundation to fundraise for the Learning Environment Fund. In addition, Administration has been working with several outside organizations that are interested in leasing space on campus. The goal is to bring recommendations to the Cabinet and Board for approval in conjunction with the FY2025-2026 budget approval.

An updated ITEMS project list was also presented. Most of the projects are completed with a few things to finish related to the Large Ensemble Room and the Overbrook Theater audio and lighting projects. A list of mental health and safety items to be purchased with a \$694K grant received from the state as also presented at the meeting.

- 2. Project(s) at a Glance
 - C. Required Approvals – *Chair Osborn*
 - D. Personnel Report
- V. Administrative Reports

A. President's Report –

President John Selmon reported that we had an outstanding Commencement and Distinguished Alumni dinner. The MCC Nursing Pinning Ceremony was held on April 23rd with 37 graduate nurses receiving their pins.

MCC's 2010 National Championship Softball Team will be recognized at the Muskegon Area Sports Hall of Fame on Saturday, June 14, 2025.

Recently the Foundation for MCC received a \$50,000 gift to the wrestling program in honor of a former wrestler and coach who passed away.

Six-hundred Middle School students and 950 students took a tour of the Sturrrus Technology Center for Manufacturing and STEAM events.

MCC leadership is partnering with Lakeshore Advantage - Powering Our Future initiative, which begins June 1, 2025 through 2029. The goal is for MCC staff to get to know and work more closely with the over 700 employers in Ottawa County. Approximately 23% of MCC students come from that county.

MCC has an opportunity to co-present with Achieving the Dream (ATD) and the American Community College Trustees (ACCT) Leadership Congress this October. Trustee Cook offered to co-present with President Selmon at the conference.

MCC recently received the United Way Campaign Excellence Award in recognition of exceptional commitment and exemplary leadership as a Community Champion during the 2024 Campaign.

President Selmon and Trustee Crandall participated in the MCCA Board of Directors meeting on Friday, May 16th. The guest speaker was Jee Hang Lee, ACCT President and CEO who shared information about all the changes

coming out of Washington, DC that may impact community colleges. President Selmon expressed some big concerns related to the proposed changes to Pell Grant eligibility requirements for full and part-time student status and the risk sharing concept for colleges related to student loan repayments.

Brandy Johnson, MCCA President and her staff provided updates related to MCCA 2025 Legislative Priorities, Dual Enrollment Modernization, Reconnect Compliance data and consequences, Basic Needs Taskforce Report created by the Michigan Department of Lifelong Education, Advancement, and Potential (MILEAP) Office and MCCA resources and website to support Michigan community colleges.

Trustee Crandall has been elected to serve on the MCCA Board of Directors Executive Committee for a new 2-year term.

Upcoming events include the MCC Board Retreat scheduled for June 17, MCCA Summer Conference on Mackinac Island at Mission Point from July 30 through August 1, and the 2025 ACCT Leadership Conference in October.

B. Student Success Report – *President John Selmon*

1. Enrollment
2. Student Success Completion Agenda

VI. Business Non – Operational

A. Michigan Community College Association Report –

Trustee Crandall attended the MCCA Board of Directors and provided a summary of key points related to federal Congressional Activity, Administrative Updates, and Court Proceedings that was shared with the group by ACCT President and CEO, Jee Hang Lee. He provided an overview of the federal budget process which included Appropriations and Reconciliations, and recent Executive Orders (Preparing Americans for High-Paying Skilled Trade Jobs and Reforming Accreditation) and Revoked Visas Restored.

Trustee Crandall also shared some MCCA updates related to the State Budget, Dual Enrollment Modernization, and MCCA Business Meeting which included topics such as the MCCA's President's Report, Current Fiscal Year, Membership Dues and Budget Approval, and Executive Committee Elections. The MCCA budget was approved with a 2% increase.

B. Foundation Update

VII. Old Business

VIII. New Business

- A. It is the recommendation of the President that permission be granted for Marketing and Communications to issue an RFP for Media Buying and Placement.

Trustee Crandall moved approval. Second. Vote unanimous; motion carried

- B. It is the recommendation of the President that the Board approve the attached first amendment to the Service Agreement with Grand Valley State University as it relates to the ADN to BSN Grant Agreement.

Trustee Scott moved approval. Second. Vote unanimous; motion carried.

- C. It is the recommendation of the President that permission is granted to conduct an RFP for a networking core switch.
Trustee Moore moved approval. Second. Vote unanimous; motion carried.
- D. It is the recommendation of the President that permission is granted to conduct an RFP for Zoom services.
Trustee Moore moved approval. Second. Vote unanimous; motion carried.
Zoom creates software, resellers will also sell zoom, but for the best pricing MCC will use RFP process.
- E. It is the recommendation of the President that permission is granted to conduct an RFP for Adobe software.
Trustee Scott moved approval. Second. Vote unanimous; motion carried.
- F. It is the recommendation of the President that the Board approve the sole source selection of Control Resources to implement a cloud-based building management system for a cost not to exceed \$51,440 plus an annual cloud service fee of \$7,800.
Trustee Moore moved approval. Second. Vote unanimous; motion carried.
- G. The self-evaluation was submitted by Dr. John Selmon to the Board of Trustees and an evaluation form, consisting of 15 questions, was completed individually by each of the Trustees. Those responses were compiled and shared with the Board.
President Selmon was rated at a 4.01 "Exceeds Expectations" based on the Ends Policies evaluation.

This is for an evaluation discussion and informational purposes only, no vote is required.

Comments from the Board about Commencement:

Commencement was one of the best with the Bring It Out theme.
Commencement was impressive, done orderly, and heart and soul were in the presentations. It's all about students, the Arena was full, and the video was wonderful.

Comments from the Board about President Selmon's evaluation:

Wonderful, congratulations. Great evaluation.
Good job working with the public and with grants.
I was impressed to see Dr. Selmon representing our college in the community. It is inspiring to see our President collaborating and building partnerships with organizations.
Community members love this college when we are out in the community.
President Selmon always puts the students first. As a leader, it's never about himself, very little to do with himself, it's about what we did. He is concerned about the success of those around him.

- H. It is the recommendation of the Board Chair that the Presidential contract and Appendix A be approved and implemented for Dr. John Selmon for the period of July 1, 2025 – June 30, 2028.
Trustee Portenga moved approval. Second. Vote unanimous; motion carried.
Thank you to Chair Osborn and Kristine Anderson for their work on the President's contract and evaluation.

- IX. Board of Trustees Policy Governance – *Chair Osborn*
A. Policy Updates
B. Future Agenda Items
- X. Public General Comments
Bring it Out bash tonight and on June 2nd and June 10th.
- XI. Board Comments/Announcements
Reminder that May 26th is Memorial Day – think of those who served this country. A day to remember those who gave more than we know.
A. Closed session for labor contract negotiations
At 2:01 p.m. Trustee Portenga moved going into closed session to discuss labor contract negotiations. Second. A roll call vote was taken.
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| Trustee Cook | Yes | Chair Osborn | Yes |
| Trustee Crandall | Yes | Vice Chair Portenga | Yes |
| Secretary Frye | Yes | Trustee Scott | Yes |
| Treasurer Moore | Yes | | |
- At 2:20 p.m. Trustee Portenga made a motion to come out of closed session. Second. A roll call vote was taken.
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| Trustee Cook | Yes | Chair Osborn | Yes |
| Trustee Crandall | Yes | Vice Chair Portenga | Yes |
| Secretary Frye | Yes | Trustee Scott | Yes |
| Treasurer Moore | Yes | | |
- XII. With no further business, the meeting was adjourned at 2:21 p.m.
Minutes submitted by Secretary Nancy Frye.
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