



MUSKEGON COMMUNITY COLLEGE

BOARD OF TRUSTEES BOARD MEETING MINUTES

October 15, 2025, 12:30 p.m.

Room 2109E – Main Campus 2nd floor

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

Absent: Secretary Frye

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)

- President Selmon introduced Brandy Johnson, President of the Michigan Community College Association (MCCA). The MCCA represents all 31 community colleges in Michigan, 28 traditional and 3 tribal. MCC serves as the voice for community colleges, primarily doing advocacy and policy work and supporting efforts that maximize student success.

State Budget update – Community colleges received a 2.1% net increase to operations grants. A 4.5% tuition cap was established. MPSERS is fully funded at the new 15.21% employer cap.

The Tuition Incentive Program (TIP) and Michigan Reconnect are fully funded with MiLEAP providing additional support for financial aid.

Funding was cut for the Going Pro Program.

A taskforce was created of legislative members to examine and make recommendations about improving the dual enrollment program.

The Michigan Apprenticeship Pathway (MAP) project, credit for prior learning for apprenticeships was highlighted.

“More Essential than Ever: Frontiers of Practice” is a recently published book expanding the original five guided pathways, a framework to improve student success.

The 2026 Student Success Summit will be held October 1st – 2nd at the VanDyke Center in Muskegon. In June 2026, MCC and MCCA will co-host the MCCA Community College Presidents and Board of Directors meeting.

- Samantha Korecki, MCC Photographer and Social Media Coordinator, shared updates on the College’s Centennial events. The *Reflect* magazine is currently being mailed and is also available on the website. MCC EXPO will take place on Saturday, November 8th.

MCC’s Marketing Department received multiple honors from the National Council for Marketing and Public Relations (NCMPR), earning 3 gold, 2 silver, and 6 bronze awards as a District 3 award winner.

IV. Trustee Crandall moved approval of the Consent Agenda. Second. Vote unanimous; motion carried.

Policy changes: 2.14.7. will reflect the original language in the minutes. Thank you to Trustee Portenga for reviewing and updating the language

A. Minutes

- Board Meeting Minutes for September 17, 2025

B. Budget/Finance

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

C. Required Approvals – *Chair Osborn*

D. Personnel Report

V. Administrative Reports

A. President's Report –

President John Selmon shared that the Federal government shutdown continues. Federal TRIO programs are still facing cuts; however, MCC's Upward Bound Program remains intact for this year. MCC is focusing on the Workforce Pell Training initiatives coming out of Washington.

MCC received several awards, including the Gold-Level Veteran Friendly School Award, the USS Silversides Partnership Scholarship Award presented to student Joshua Grant and The Best and Brightest in Wellness Award in Michigan for our faculty/staff wellness offerings.

Seventeen MCC staff members attended the MCCA Student Success Summit for professional development

The men's and women's Cross Country Teams will compete in the National Tournament November 6th – 11th.

Trustee Cook and President Selmon will do a presentation on adult learners at MCC at the ACCT Leadership Congress in New Orleans, October 22nd – 25th.

The Board SWOT analysis will be confirmed November 19th. The ACCT Governance Leadership Institute is December 4th through 5th in Lansing.

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 and President Selmon attended the Fall MCCA Board of Directors meeting which included a presentation by ACCT on the federal budget. The presentation highlighted a significant decline in federal support for education, emphasized that funding will increasingly follow policy priorities, and noted that artificial intelligence will play a major role in preparing students for the future.

MCC's 2026 Legislative Priorities ballot was reviewed and will be submitted today to the MCCA Legislative Committee for consideration along with the other Michigan community colleges.

B. Foundation Update

VII. Old Business

VIII. New Business

- A. It is the recommendation of the President that the Board approve the extension of the contract with PFM Financial Advisors LLC for years 4 and 5.

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

- B. It is the recommendation of the President that the Board approve the extension of the contract with Dykema Gossett PLLC as bond counsel for years 4 and 5.

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

- C. It is the recommendation of the President that the Board of Trustees approves this purchase for the anatomy tables, storage carts, virtual reality headsets and related software from Touch of Life Technologies for a cost not to exceed \$153,000.

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

- D. It is the recommendation of the President that the Board of Trustees approve negotiating a 3-year contract with an option for a two-year renewal with Cintas Corporation for custodial cleaning supplies, paper products and laundry services.

Discussion occurred regarding the selection process for the recommendation. Cintas Corporation provided the best overall pricing and availability of services of the four proposals received. Cintas included free replacement of all soap, paper towel, and toilet paper dispensers as well as free laundry service for cleaning cloths and mops. Laundry service was a key request in the RFP and some of the proposals submitted did not include this service. Cintas has been in business since 1929, has 500 facilities throughout North America including 11 in Michigan. Cintas's references were very favorable. The State of Michigan also recently entered into a contract with Cintas through a purchasing cooperative RFP process.

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

- E. It is the recommendation of the President that the Board of Trustees approve to amend the FY2025-2026 Budget to include \$2 million in additional capital funding and furthermore approve issuing RFPs/bids for those items \$50,000 and over.

Trustee Moore moved approval. Second.

Beth Dick provided an overview of MCC's 5 – Year Budget Stabilization Plan (BSP), covering the FY2024 budget and projections through FY2028. Original projections anticipated a fund balance starting at 24% and declining to a -3% if no action was taken. However, actual results exceeded expectations, with the fund balance reaching 32% in FY2024 and 40% in FY2025.

The BSP assumptions for 2026-2028 are an enrollment decline of 1.8% in 2026, and a 1% decline for 2027 and 2028. Assumptions related to tuition and fees, property taxes, state aid, wages, fringes and other operating expenses were also presented. Administration is recommending taking a portion of the surplus from FY2025 of nearly \$4M and amend the FY2026 Budget for \$2M for

additional capital related to the Facilities Plan, safety items and a few other identified needs, resulting in a fund balance of 22%. Years 2027 and 2028 project fund balances of 20% and 17% respectively if budget balancing strategies are implemented including the Millage Restoration.

The Millage Restoration timeline update was also provided which moves conducting the focus groups and community surveys from December 2025 to January 2026. This change would also move receiving the results of those surveys to February 2026 for the Board to decide whether to move forward with a ballot proposal in August. The deadline for approving ballot language continues to be April 2026 for an August ballot proposal.

After some discussion, Trustee Portenga moved to amend the recommendation to say, "It is the recommendation of the President that the Board of Trustees approve to amend the F2025-2026 Budget to include \$1.5 million in additional capital funding and furthermore approve issuing RFPs/bids for those items \$50,000 and over." Second. Vote unanimous; motion carried.

- F. It is the recommendation of the President that the Board of Trustees approve MCC's top ten 2026 Legislative Priorities.

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

IX. Board of Trustees Policy Governance – *Chair Osborn*

A. Policy Updates

B. Future Agenda Items

X. Public General Comments

XI. Board Comments/Announcements

Congratulations to Sue Samaniego, a graduate of the MCCA 2025 Leadership Academy.

Congratulations to Jason Cooper on the logistics for the track meet.

The lecture series presentation by George Maniates and Emily Busch was wonderful. The video is on centennial on website.

- A. Closed Session – at 2:07 p.m. Trustee Portenga moved to go into closed session to discuss a legal opinion regarding a personnel matter. Second. A roll call vote was taken.

Trustee Cook	Yes	Chair Osborn	Yes
Trustee Crandall	Yes	Vice Chair Portenga	Yes
Trustee Frye	Absent	Trustee Scott	Yes
Trustee Moore	Yes		

At 2:28 p.m. Trustee Moore made a motion to come out of closed session. Second. A roll call vote was taken.

Trustee Cook	Yes	Chair Osborn	Yes
Trustee Crandall	Yes	Vice Chair Portenga	Yes
Trustee Frye	Absent	Trustee Scott	Yes
Trustee Moore	Yes		

- XII. With no further business the meeting was adjourned at 2:28 p.m. Respectfully submitted by Chair Osborn/ph