

# MUSKEGON COMMUNITY COLLEGE

## BOARD OF TRUSTEES BOARD MEETING MINUTES

February 18, 2026, 12:30 p.m.

Room 2109E – Main Campus 2<sup>nd</sup> floor

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

I. Chair Osborn called the meeting to order at 12:27 p.m. Trustee Moore moved approval. Second. Vote unanimous; motion carried.

II. Public Agenda – Related Comments

III. Focus Panel on Community Survey Results - Banach, Banach & Cassidy, Inc. – Kelsey Birkmeier Chief Executive Officer

Kelsey Birkmeier presented the results of the community survey and focus panels conducted in January, highlighting MCC's strong Net Promoter Score (NPS) of +44.13 and the community's appreciation for the college's mission and affordability. She walked through a SWOT Analysis. Key concerns included aging facilities, lack of on-campus food options, and confusion about transfer credits and advising. The community showed 71% support for restoring the operating millage but emphasized the need for clear project details and improved communication. Recommendations included modernizing facilities, enhancing student services, and strengthening the college's workforce and economic impact narrative. A date and time will be set for a work session to discuss ballot language and to work through next steps for the millage restoration campaign.

Workforce Focus Area – Daniel Rinsema-Sybenga and Dr. Steve Wilson

MCC's Strategic Imperative: To advance excellence in outcomes for all MCC students and to prepare them for success after college.

Workforce Focus Area Subgoal: Ensure that students have the necessary skills and knowledge to secure a good job

5 objectives:

1. Increase employer partners from 113 to 158 by the end of summer semester 2029.
2. Add three new workforce academic programs leading to in-demand jobs by the end of summer semester 2029. Short-term Pell will go into effect in July 2026
3. Increase the number of students who use career preparation services annually from 325 to 775 by the end of summer semester 2029. We help students with interviews, resumes and job postings.

4. Increase the number of students enrolled in the top 10 programs identified as “valued to the workforce” from 744 to 770 by the end of the summer semester 2029.
5. All occupational programs must clearly define a pathway in the catalog about how that program leads to gainful employment or transfer by the end of summer semester 2029.

The next phase of strategic planning is to develop action plans at the college-wide meeting on April 13. The next focus area to be presented at the Board of Trustees meeting is Teaching and Learning in March. June 29 is the Board Retreat date to review the entire strategic plan.

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

A. Minutes

- Board Meeting Minutes for January 18, 2026

B. Budget/Finance

I. Financial Reports

Beth Dick presented on the Quarterly Report and Projections.

Fall Enrollment is 3.2% over budget and Winter enrollment is trending 4.6% over budget.

State and local grants are coming in higher than budget due to a greater amount of Community College Guarantee, TIP and Newaygo Promise awards to students. 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 which is trending over budget.

The Operating Fund is currently projecting a deficit of \$3.4M, which is an improvement over the budgeted deficit of \$4.9M and results in a fund balance of 24.9% of expenses. Final winter and summer enrollment and final property tax revenues can still impact the projection.

The next step in the Timeline for Millage Restoration is to develop election campaign communication and materials and ballot language. The deadline for filing is May 12, 2026. We will need a special Board meeting before May 12<sup>th</sup> to approve the ballot language.

C. Required Approvals – *Chair Osborn*

D. Personnel Report

V. Administrative Reports

A. President’s Report

President Selmon

President Selmon met with Senators Gary Peters and Elissa Slotkin at the 2026 National Legislative Conference to discuss key initiatives and priorities impacting community colleges in Michigan. Primarily, workforce, Pell Grants and AI.

Michigan Community College Association (MCCA) Updates – the Governor’s recommendation includes many of the legislative priorities supported by MCC and MCCA members.

A new OH-MI Pathways Initiatives is aimed at addressing students’ basic needs. MCC is one of the community colleges selected to serve as coaches to 12 colleges total in Michigan and Ohio. The coaching colleges will receive a \$25,000 stipend to provide some basic needs insecurity coaching/training for the other colleges who are interested in pursuing a Jayhawk Hub arrangement with community partners.

The Pecha Kucha video is available on the website. One minute of the video was shared where Chair Osborn receives a standing ovation

AI on campus – continues to be a major focus area, particularly regarding faculty engagement and curriculum integration. At our College-Wide meeting on Friday, March 13<sup>th</sup>, Ellucian will have a presentation on AI.

Important dates announcement:

- The Expansion of the Dream – February 24, 2026
- An Evening with MCC – June 20, 2026
- The Board Retreat will be scheduled for June 29, 2026

B. Student Success Report –

1. Enrollment
2. Student Success Completion Agenda

VI. Business Non – Operational

A. Michigan Community College Association Report

VII. Old Business

VIII. New Business

A. It is the recommendation of the President that the Board of Trustees approve entering into a 5-year contract with Clark Construction Company for construction management services.

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

B. It is the recommendation of the President that the Board of Trustees approve moving forward with the election services campaign phase of the Millage Restoration. Trustee Portenga moved approval. Second. Vote unanimous; motion carried.

- C. It is the recommendation of the President that the Board of Trustees approve contracting with Cintas Corporation under the MiDeal contract terms for 29 Automated External Defibrillators for a cost of \$60,900. Trustee Scott moved approval. Second. Vote unanimous; motion carried.
  - D. It is the recommendation of the President that the Board of Trustees waive the requirement of issuing new Request for Proposals for independent audit services for fiscal years ending June 30, 2026, through June 30, 2029. Furthermore, approve that MCC Administration directly communicate with the firm(s) that submitted a proposal in 2025 seeking updated information based on the order of their previous ranking. A vendor recommendation will be presented to the Board in March. Trustee Moore 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
- Beth Dick introduced Jeff Hawke, Safety and Security Supervisor. Jeff and Trustee Scott spoke about the importance of investing in AED's.
- XI. Board Comments/Announcements
- Discussion was held on counseling/advising and transfer concerns.
- XII. With no further business the meeting was adjourned at 2:27 p.m. Respectfully submitted by Secretary Frye./ph