



MUSKEGON COMMUNITY COLLEGE

BOARD OF TRUSTEES BOARD MEETING MINUTES

April 15, 2026, 12:30 p.m.

Room 2109E – Main Campus 2nd floor

Present: Chair Osborn, Trustee Portenga, Trustee Frye, Trustee Crandall, Trustee Scott, and President Selmon

Absent: Trustee Moore and Trustee Cook

I. Chair Osborn called the meeting to order at 12:29 p.m. Trustee Portenga moved approval. Second. Vote unanimous; motion carried.

II. Public Agenda – Related Comments

III. Presentation(s)

Dr. Ed Breitenbach, Dean of Instruction and Assessment, opened the session with an overview of the 2026-29 strategic planning focus areas.

Enrollment Management Plan Year 3 update

Presenters: Dr. Patti D'Avignon, Dean of Student Services and Dr. Steve Sanocki, Director of Student Success

Core Goals and Strategies

Recruit

- Develop a comprehensive recruitment plan
- Enhance the overall student experience
- Strengthen branding through customized marketing efforts
- Expand and scale recruiting strategies that have already proven successful

Retain

- Launch a redesigned student orientation
- Increase and diversify student engagement activities
- Improve awareness and visibility of available student resources
- Build a stronger sense of belonging and identity – helping students recognize themselves as Jayhawks

Regain

- Targeted outreach to recapture former students
- Refine debt forgiveness
- Expand usage of the entrance survey to better understand student needs and barriers
- Engage with former students who do not have credential

Key Enrollment Highlights

- End-of-term headcount for Winter 2025–2026 is up.
- Enrollment has returned to 2019 levels, marking a significant recovery.
- The college saw the highest increase in Community College Guarantee enrollment among all funding sources.
- Students aged 18–20 who are full-time are primarily athletes and Community College Guarantee participants.

- Most of the overall student population remains part-time.

Access Focus Area

Presenters: Ken James, Chief Compliance & Title IX Officer, Sarah Luker, Director of Admissions, and Kristin Tank, Chief Marketing & Communications Officer

Access Focus Area Goal: Ensure that the college's service area is reflected in enrollment and programs with strong post-graduate outcomes.

Objective 1: Enhance access to early student support by implementing a proactive outreach process

Objective 2: Increase the number of adults age 25+ enrolled in MCC

Objective 3: Increase enrollment from selected zip codes in the Muskegon area that are less proportionally represented at MCC. We are looking at Newaygo, Grand Haven and Coopersville.

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

A. Minutes

- Board Meeting Minutes for March 18, 2026
- Board Meeting Work Session for March 18, 2026

B. Budget/Finance

I. Financial Reports

C. Required Approvals – *Chair Osborn*

D. Personnel Report

V. Administrative Reports

A. President's Report

President Selmon presented the Muskegon Chamber Excellence in Service Award to the Muskegon County Airport Director, Ken Efting on March 26th.

MCC submitted a \$3 million Student Services project and a \$1.3 million Safety project for an electronic door locking system to federal legislators (E. Slotkin, G. Peters and H. Scholten) for funding consideration.

MCC is #1 in Promise Program enrollments with over 2300 students in Michigan. Fall 2025 = 755 funded by Promise (Newaygo & Muskegon Area).

MCC is participating in the Michigan Department of Lifelong Education, Advancement, and Potential (MiLEAP) Transfer Success Pathways Project.

Summer enrollment is currently at +2.3%, classes start in early May.

On Monday, April 13th over 100 staff and faculty participated in the 2026-29 Strategic Planning Action Plans work session.

President Selmon led a discussion on the need for armed officers at the college. Nearly all K-12 districts in the region have School Resource Officers. As survey was sent out to all of the community colleges in Michigan. Nineteen community colleges, responded. After adding MCC and Baker College to the results, 17 had some combination of armed and unarmed officers on site. Our existing security contract expires at the end of September. President Selmon and Beth Dick will bring forward some security strategies at the next regular Board meeting.

- B. Student Success Report –
 - 1. Enrollment
 - 2. Student Success Completion Agenda

VI. Business Non – Operational

- A. Michigan Community College Association Report – *Trustee Crandall*
 The Executive Committee will meet next week.

VII. Old Business

VIII. New Business

- A. It is the recommendation of the President that the tuition and fee rates, as presented, be approved and effective beginning the Fall semester of 2026.

| Tuition/Fee | Current Rate | Proposed Rate | \$ Increase | % Increase |
|-----------------|--------------|---------------|-------------|------------|
| In-district | \$141.00 | \$146.00 | \$5.00 | 3.55% |
| Out-of-district | \$264.00 | \$275.00 | \$11.00 | 4.17% |
| Newaygo Promise | \$212.00 | \$218.00 | \$6.00 | 2.80% |
| Out-of-state | \$369.00 | \$384.00 | \$15.00 | 4.07% |
| Direct Credit | \$45.00 | \$45.00 | \$0.00 | 0.0% |
| Technology | \$29.00 | \$30.00 | \$1.00 | 3.45% |
| Infrastructure | \$17.00 | \$17.50 | \$0.50 | 2.94% |

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

- B. It is the recommendation of the President that the Board of Trustees authorize contracting with Enterprise Fleet Management under the Sourcewell Purchasing Cooperative for a five-year term.

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

- C. It is the recommendation of the President that permission is granted to administration to enter into a contract with Element451 for the purchase and implementation of application fraud software, with an expected amount of \$381,570 for a five-year contract.

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

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

- A. Policy Updates
- B. Future Agenda Items –The Board of Trustees will hold a special meeting on April 29th for the Millage Restoration Ballot Proposal Language.

X. Public General Comments

- XI. Board Comments/Announcements – Former MCC Instructor Don Goodman passed away. Don established the PALab in the College Success Center.

- XII. With no further business the meeting was adjourned at 1:53 p.m. Respectfully submitted by Secretary Frye./ph

DRAFT