



BOARD OF TRUSTEES
BOARD MEETING MINUTES

May 20, 2026, 12:30 p.m.

Room 2109E – Main Campus 2nd floor

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

Absent: Trustee Scott

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

II. Public Agenda – Related Comments

III. Presentation(s)

Dr. Tucker Brown Provost & Chief Student Services Officer introduced our speakers for the Completion Focus Area and shared the Strategic Imperative as well as the other 5 focus areas.

- Completion Focus Area – Dr. Patti D’Avignon Dean of Student Services and Dr. Steve Sanocki Director of Student Success introduced the team and presented the drafted objectives.

Objective 1: Increase the number of students who earn a degree or certificate in the top ten programs with post-college value from 122 in 2024-25 academic year to 134 by the end of the Summer 2029 semester.

Objective 2: Increase the graduation rate for fall First Time Full-Time students within 150% of time from 30% for the fall 2022 cohort to 35% for the fall 2026 cohort.

Objective 3: Increase the percentage of students who earn a C or better in 100% of their attempted credits from 54% in AY2025 to 58% in AY2029.

Objective 4: Increase the percent of First-Time, Full-Time students who see an academic advisor twice before the start of their second semester from 77% in Fall 2024 to 82% in Fall 2028.

Advising is not required at this time. We have other staff supporting students besides counselors. Standard higher education reporting measurement is 150% of time to completion or in our case equal to 3 years.

Presentation on Safety and Security Survey results

Beth Dick Chief Financial Officer presented on the Safety and Security Survey results. Nineteen community colleges replied to the survey for community colleges in terms of campus safety officers on campus. We had 275 total students and employees participate in a survey regarding their overall feeling about safety on campus and how they would feel about having some armed campus safety officers. The survey results showed that most of the respondents feel very safe on campus, are somewhat familiar with current campus safety and security practices, are supportive of armed campus safety officers on campus and believe they would somewhat improve overall campus safety.

The survey results were for informational purposes. No action is requested of the Board at this time. Follow up questions asked by the Board included the impact on the College's insurance and the difference in expense between employed or contractual armed officers. The current Security contract expires at the end of September. Other security measures that are taken into consideration and reviewed each year include additional video cameras and lighting improvements.

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

A. Minutes

- Board Meeting Minutes for April 15, 2026
- Special Board Meeting Millage Restoration Ballot Proposal Language Minutes April 29, 2026
- Special Board Meeting Revised Millage Restoration Ballot Proposal Language Minutes May 8, 2026

B. Budget/Finance

1. Financial Reports

Beth Dick reported on the Quarterly Reports and Projection.

Fall enrollment was 3.2% over budget and winter 4.3% 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 expense which is trending over budget.

The Operating Fund is currently projecting a deficit of \$2.4M, which is an improvement over the budgeted deficit of \$4.9M and results in a fund

balance of 26.8% of expenses. Final summer enrollment and property tax revenues can still impact the projection.

The Millage Restoration ballot language was approved and waiting for proof of the ballot from the County. We have done a press release, distributed FACT cards, MCC website is active, town hall meetings are planned, social media posts, and we have presented at community meetings.

C. Required Approvals – *Chair Osborn*

D. Personnel Report

V. Administrative Reports

A. President's Report

President Selmon attended the MCCA Capitol Day with five MCC students and Jay on April 16th to advocate for community colleges and MCC in particular.

MCC had presentations about the college at the Muskegon Lakeshore Chamber of Commerce Business for Breakfast on April 17th and at the Grand Haven/Spring Lake/Ferrysburg Chamber Breakfast on May 15th.

34 students graduated with their Associate of Applied Science in Nursing and held their Pinning Ceremony on April 24th.

Over 450 community members participated in the United Way of the Lakeshore Day of Caring in 18 locations. MCC will be the host site again for next year's kick-off breakfast. Kristine Anderson will be on the United Way Board.

Students from Muskegon High School Innovation Academy (I AM) visited MCC on April 20th.

Rob Dubault was our Distinguished Alumni this year and was honored at the annual dinner.

On May 13th 287 students walked in Commencement.

The "Race to Talent" Medical Assisting (MA) apprenticeship partnership was held on May 13th. At the event, MCC's MA program received an award for 10 years of apprenticeship in MA by West Michigan Works.

Important dates –

United Way Heroes Celebration – May 20, 2026

MCCA Presidents' and Board of Directors – June 3rd – 5th, 2026

MCC Board of Trustees meeting – June 17, 2026

An Evening with MCC – June 20, MCC – 434 people confirmed
MCC Board of Trustees Retreat June 29, 2026
MCC has won a Silver global Telly Award with our “Bring It Out” commercial.

We will have a full report on the Jayhawk Hub next month.

B. Student Success Report –

1. Enrollment
2. Student Success Completion Agenda

VI. Business Non – Operational

A. Michigan Community College Association Report

Trustee Crandall reported that the MCCA is in the process of reviewing the MCCA strategic plan. The plan will be addressed in the June spring meeting.

VII. Old Business

VIII. New Business

- A. It is the recommendation of the President that the Board of Trustees approve a contract with Creative Dining Services for 5 years to provide food service on campus.
Trustee Moore moved approval. Second. Trustee Moore made a friendly amendment to include the additional clause that the subsidy will not exceed \$250,000 per year without Board of Trustees approval. Second. Vote unanimous; motion carried.
- B. It is the recommendation of the President that permission is granted to administration to enter into a sole source contract with ExamSoft for testing services, with an expected amount of \$59,878 for a three-year contract.
Trustee Crandall moved approval. Second. Vote unanimous; motion carried.
- C. It is the recommendation of the President that the Board of Trustees approve MCC purchasing InsideTrack Coaching Training for a one-time contract to support the professional development of student services staff using Innovation Investment Award funds not to exceed a total of \$ 71,570.
Trustee Moore moved approval. Second. Vote unanimous; motion carried.
- D. It is the recommendation of the President that permission is granted to administration to enter into a sole source contract with Ellucian for the Smart Plan Bundle, with an expected amount of \$587,324 for a 61-month contract.
Trustee Portenga moved approval. A letter was received regarding a possible conflict of interest involving an Ellucian employee and the selection of the Ellucian’s technology products. A discussion ensued, and the Ellucian employee stated that he recuses himself from any RFP committees involving Ellucian products and services to avoid any conflicts of interest.
Second. Vote unanimous; motion carried.
- E. Certification of Appointments to the 2026-27 MCCA Board of Directors
It is recommended the following are to be designated as the chief administrative officer and governing board representatives of Muskegon Community College to

the Board of Directors of the Michigan Community College Association for the year beginning July 1, 2026, and ending June 30, 2027.

Trustee Portenga motioned to nominate Trustee Crandall as the representative and Trustee Frye as alternate. Second. Vote unanimous; motion carried.

- F. It is the recommendation of the President that the Board of Trustees approve to reject all proposals received and approve the reissuance of a request for proposals for a High-Fidelity Manikin.

Trustee Portenga 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

Former faculty member Rich Oman encourages us to visit the student art exhibit and theater and dance programs in Overbrook Theater.

Human Resources is requesting that the Board of Trustees please return the envelope for Dr. Selmon's evaluation by June 5th.

XI. Board Comments/Announcements

Dr. Don and Nancy Crandall will receive the Charles H. Hackley Service to the Humanities Award on May 21st.

XII. Adjournment 2:25 pm

DRAFT