Muskegon Community College

BOARD OF TRUSTEES
BOARD MEETING MINUTES
September 20, 2023, 12:30 p.m.
Room 2109E – Main Campus

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Present: Chair Osborn, Trustee Mullally, Trustee Moore, Trustee Portenga, Trustee Cook
Absent: Trustee Crandall, Trustee Frye

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

II. Public Agenda – Related Comments

III. Presentations

- Financial Advisor – Beth introduced Nathaniel Watson and Sean Wahl from PFM Financial Advisors LLC. The Series 2013 & 2014 Bonds have an optional redemption feature starting on May 1, 2024.
- Hollie Benson – "Kick Off: MCC's Academic Catch-Up Programs" – The Kick Off supports the college mission and the Strategic Plan. Fifty-six students enrolled in the Summer Kick Off and 52 of these students completed the program and earned a $400 stipend. We have 40 students enrolled for the Fall 2023. Two sessions will be offered. Thank you to Hollie Benson.
- Tina Dee – FY2022-23 Strategic Plan Annual Updates – We have 3 priorities, Access, Equity and Excellence, and 10 goals. Updates were provided for various objectives under each goal. Our Community Summit is Wednesday, September 27th at 4:00 p.m. in Collegiate Hall.

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

A. Minutes
- Board Meeting Minutes of August 16, 2023
- Board Retreat Meeting Minutes of August 15, 2023

B. Budget/Finance –
1. Financial Reports –
2. Project(s) at a Glance – N/A

C. Required Approvals – *Chair Osborn*

D. Personnel Report

V. Administrative Reports

A. President's Report –
President Selmon provided some highlights from his report starting with the MCCA Legislative Committee updates related to Reconnect 21-24, the Kick Off and other grants, and ITEMS (Infrastructure, Technology, Maintenance and Safety dollars). Details started on page 9-20.

He provided key updates on the recent Civil Rights complaint, the Letter of Intent to the State to meet the ADN to BSN completion grant requirement and the upcoming CDL Training Services and Consulting site visit from the State in October for reinstatement consideration for their license.

He shared campus-based events and activities from student success support to human resources and results from Pizza with the President and a video. Human Resources coordinated activities related to the United Way Day of Caring, an August campus social event and delivered "thank you" treats to staff and faculty during the start of the semester.

He shared that Diana Casey, MCC Faculty member, received the Higher Education Distinguished Teaching Award – National Council for Geographic Education, and recognized Ken James and Sue Samaniego as new Muskegon Rotarians. Information was shared on the six fund drives for Advancement and nominations for 2024 Alumni Achievement and Distinguished Alumni awards.

B. Student Success Report -
   1. Enrollment –
      Dr. D'Avignon reported on the Fall 2023 enrollment. We are at 3,437 headcount at 101% on census. October 2 we may see an impact in our numbers with the Reconnect announcement.
   2. Student Success Completion Agenda

VI. Business Non – Operational
   A. Michigan Community College Association Report
   B. Foundation Update

VII. Old Business

VIII. New Business
   A. Trustee Portenga moved approval of Local Strategic Values that Muskegon Community College has met or exceeds the best practice standards required for state appropriations under Section 230 of the Michigan Public Act of 2023 approved for education appropriations; Second. Vote unanimous; motion carried.
   B. Trustee Moore moved approval of the issuance of a Request for Proposal for Investment Advisor Services; Second. Vote unanimous; motion carried.
   C. Trustee Moore moved approval of the additional seven 2023-2024 Foundation for Muskegon Community College (FMCC) Board of Directors, Ryan Bennett, Mary Tyler, Ken Grant, Stephanie Marquez, Deb Grube, Frank Suarez-Roman, and Celeste Spivey; Second. Vote unanimous; motion carried.

IX. Board of Trustees Policy Governance – *Chair Osborn*
   A. Policy Updates
      1. 2.12.5 Board Committee Principles – *Committees will be used sparingly and ordinarily in an ad hoc capacity, except for a Finance Committee.* This wording will be added: After the Finance Committee meetings, a

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written summary from their meeting will be given to the Board of Trustees before each Board meeting.
We can take action at the October board meeting.

2. 4.07.9 Asset Protection ~~– *Invest funds in non-interest bearing accounts or in investments not permitted by Federal or Michigan law.*~~ The wording will be changed to: Invest funds in high-risk investments or invest funds without input from a Board approved investment advisor.
We can take action at the October board meeting.

3. V. ENDS POLICIES

5.01 Student Success ~~Ends Policies~~/Highly Educated Community

5.02 Financial Stability

4. The College will maintain the reserve fund at a level pre-determined by the Board of Trustees.

5.03 Community Impact/Engagement/~~Leadership~~
The College will be a visible and recognized leader in enhancing the profile of the local and regional community by engaging in partnerships with local businesses and community organizations. The College will also provide leadership as a role model by ensuring equal opportunities for, and equal treatment of all individuals regardless of race, sex, sexual orientation, color, ethnicity, national origin, or any other characteristics protected by law.

~~5.04 Highly Educated Community~~

~~The College will prepare students for the workforce in our community and the world. Indicators include:~~

~~1. Appropriate advancement of levels of gainfully employed degree and certificate earners.~~

~~2. Appropriate advancement of earnings levels for degree and certificate earners.~~

5.0~~4~~5 Resource Development

The College will enhance resource ~~institutional~~ development. ~~capacity.~~ Indicators may include:

3. Creative alternative revenue sources.

5.05 Master/Strategic Plan(s)

The College will develop and successfully execute ongoing Master/Strategic Plan(s) to ensure the long-term success of the institution.

We can take action at the October Board of Trustees meeting.

B. Future Agenda Items

X. Public General Comments – Beth Dick, CFO, requested confirmation from the Board whether to proceed with a Refunding Bond resolution in October. The

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Board responded in the affirmative. A question was asked about the fees to issue the bonds. Beth indicated that they are included in the overall bond issue proceeds. She indicated she would follow up with the PFM and provide the Board with the estimated fees.

XI. Board Comments/Announcements

The Minutes should only reflect action.

The Organization Chart will be put on the Board portal and the Board of Trustees will receive a printed copy.

We discussed several ideas around student engagement and involvement with the Board of Trustees.

Kathy Moore was recognized with the Paul Harris Fellow at Rotary. This is her 3rd recognition.

XII. Adjournment: 2:04 p.m.

Respectfully submitted by Chair Osborn
/ph

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