

MINUTES OF THE FIVE HUNDRED FIFTY-FIRST
MEETING OF THE BOARD OF TRUSTEES
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

Board of Trustees Room Z-203
La-Z-Boy Center
7:00 p.m., May 18, 2015

Members present: William J. Bacarella Jr., Joseph N. Bellino Jr., William H. Braunlich, James E. DeVries, Lynette M. Dowler, Marjorie A. Kreps, Mary Kay Thayer

Also present: Jack Burns, Peter Coomar, Valerie Culler, Randy Daniels, Jamie Deleeuw, Jean Ford, Mark Hall, Dan Hamman, Paul Hedeem, Paul Knollman, Brian Lay, Vinnie Maltese, Molly McCutchan, Barbara McNamee, Josh Myers, Kojo Quartey, Jim Ross, Joe Verkennes, Tracy Vogt, Grace Yackee, Penny Dorcey (recording secretary)

1. Chair Bellino called the meeting to order at 7:00 p.m.
2. *It was moved by Mrs. Kreps and supported by Mr. Braunlich that the minutes of the regular meeting of April 27, 2015 and the special meeting of May 4, 2015 be approved as presented.*

The motion carried.

- B. 3. a. (1) 3. *It was moved by Mr. Braunlich and supported by Mr. Bacarella that the Board authorizes the President to execute an administrative contract for Nicholas Prush, Director of Respiratory Therapy, effective July 1, 2015 to June 30, 2016.*

The motion carried.

- B. 3. a. (2) 4. *It was moved by Mr. Bacarella and supported by Mrs. Thayer that the following resolution of commendations for Mrs. Khadija Ahmed be adopted:*

WHEREAS, Khadija Ahmed has decided to retire from her position as Professor of Mathematics at Monroe County Community College, and

WHEREAS, she is considered an extraordinary professor by her colleagues and students as indicated by being nominated on numerous occasions for the MCCC Outstanding Faculty Award, and being nominated for the Michigan Mathematical Association of Two-Year Colleges Teaching Excellence Award, and

WHEREAS, from the commencement of her service to Monroe County Community College, in the fall of 1997, she has been a caring instructor, truly devoted to her students, and

WHEREAS, she has shown a high level of devotion to the community by serving in many capacities including newsletter editor for Family House, a temporary family shelter for the homeless, and volunteering with the Community Math Academy, a program to help boost math scores for elementary school children, and

WHEREAS, she exemplifies the ideals of a well-rounded, broadly educated person earning degrees in multiple disciplines including History of Art, Mathematics, and Applied Statistics from studying at the University of Michigan, Michigan State University, Eastern Michigan University, Western Michigan University, Bowling Green State University, and Wayne State University, and

WHEREAS, she has demonstrated a high level of professional ability, by holding memberships in, and presenting at the conferences of, the American Mathematical Association of Two-Year Colleges, the Michigan Mathematical Association of Two-Year Colleges, the Michigan Council for Teachers of Mathematics, the National Association of Developmental Education, and the Liberal Arts Network for Development, and

WHEREAS, after 18 years of dedicated service to Monroe County Community College and more than 30 years of service as a mentor, instructor, and professor of Mathematics,

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognizes Ms. Khadija Ahmed for her extraordinary service and contributions to the College, its students, and the community, and

THAT IT BE FURTHER RESOLVED, that by the President's recommendation, Ms. Khadija Ahmed shall hereby be granted faculty emeritus status, and

THAT IT BE FURTHER RESOLVED, that the Board of Trustees expresses its very best wishes for Khadija's continued well-being, success, and happiness on this Monday, May 18, 2015

The motion carried.

- B. 3. a. (3) 5. *It was moved by Mrs. Kreps and supported by Mr. Braunlich that Monroe County Community College, in accordance with MCCC Policy 6.21 and Procedure 6.21 (a), apply for a Special License from the Michigan Liquor Control Commission (MLCC) to serve alcohol in conjunction with the following special events, which will be held as indicated:*

*Twintastic – October 9, 2015 – Meyer Theater and Atrium
Jimmy Bluffet – Friday, November 13, 2015 – Meyer Theater and Atrium
Bacchus Society “Reds, Whites and Blues” – November 12, 2015 – The Cellar Lovin
Spoonful – Saturday, December 5, 2015 – Meyer Theater and Atrium
Classic Albums Live – Saturday, January 23, 2016 – Meyer Theater and Atrium
A Night of Comedy with McPeck and Miles, Saturday, February 20, 2016 – Meyer Theater and Atrium
Late Night Catechism – Saturday, March 19, 2016 – Meyer Theater and Atrium*

The motion carried.

- C. 3. a. (1) 6. Dr. Quartey reported the following staff appointment and retirements:

Staff Appointment

Tyra Rosinski, Information Systems Support Technician, effective April 26, 2015 (This change is the result the College reorganization initiative and merges the following two positions, Media Technician/Administrative Assistant to the Manager of Information Systems)

Transfer

Nicholas Prush, Director of Respiratory Therapy, effective July 1, 2015 to June 30, 2016 (transferred from Assistant Professor of Respiratory therapy, replacing Bonnie Boggs)

Retirement

Khadija Ahmed, Assistant Professor of Mathematics, effective, June 30, 2015

- C. 3. a. (2) 7. The Board received a Statement of General Fund Revenues and Expenses for the period ending February 28, 2015.

- C. 3. b. (1) 8. President Quartey summarized his reports to the Trustees which he sends every other week. He noted that the College continues to work on “Enrollment Triage,” which is headed by Joe Verkennes, Director of Marketing and Communication, Mark Hall, Director of Admissions, and Randy Daniels, vice President of Student and Information Services. Airport High School’s “Decision Day” is tomorrow. “Decision Day” is a state-wide initiative at which students publicly sign a letter of intent to attend college. During the formal event, students walk across a stage carrying a sign that displays the name of the college they plan to attend. At Monroe High School’s 2015 “Decision Day,” 140 of 400 students pledged to attend MCCC.

Joe Verkennes gave a detailed update on the “Enrollment Triage” initiative which included the direct mail/email campaign. Letters will also be sent to all Monroe County high school seniors and phone calls and emails will follow. Information is being collected via an inquiry system on the entry page of the College website, as

well as through the switchboard. Additionally, a new advertising campaign begins on July 1, 2015.

Initiatives in the South County include big, red, informational yard signs and green directional signs for the Whitman Center.

Dr. Randy Daniels reported that Mark Hall has been conducting onsite registration and participating in college “Decision Days” at area high schools. Enrollment is down by about 45 students as compared to this time last year.

President Quartey reminded the Board that the HLC team will be on campus October 19 and 20, 2015. Administration, faculty and staff met at an all campus meeting two weeks ago to help with gather information for the five criteria areas.

- C. 3. b. (2) 9. The Staff Council update was postponed until the June 22, 2015 regular meeting of the Board of Trustees.
- C. 3. b. (3) 10. President Quartey explained that in keeping with the College’s shared governance and improved communication initiatives, Student Government and the Councils will update the Board twice a year.

Dr. Paul Hedeem, Dean of Humanities and Social Sciences, noted that the data revealed that administrators primarily use their council to review and process issues and recommendations rather than to take positions. Although the Council Model has had some growing pains, this has served to increase strength in the acceptance for a shared governance culture, which is revealed by productivity, efficiency, collegiality, diversity of opinion, and commitment to the model. Governance Evaluation Chair, Ken Mohny, has done an excellent job of designing a handbook that all three councils can use. Councils meet once a month, twice if necessary.

- C. 3. b. (4) 11. Dr. Grace Yackee, Vice President of Instruction, handed out a revised version of Procedure 3.12 (a), Grading System, and explained that the grade descriptors had been removed from the version sent in the Board packets. The College has adopted a plus/minus grade system. The revised procedure tells students the number of quality points associated with each grade. These points count toward graduation. The new grade system goes into effect Fall 2015 semester.

Dr. Daniels, Vice President of Student and Information Services went on to answer a question regarding the Academic Forgiveness policy. The college grants forgiveness only one time to a student.

- C. 4. b. (1) 12. Mrs. Dowler reported the Strategic Finance Committee’s response to the motion by Trustee William H. Braunlich and supported Trustee William J. Bacarella, to refer four high priority matters to the Strategic Financial Planning Committee for consideration, advice and recommendations to be later reported to the full board of trustees:

Whitman Center

It was moved by Braunlich and supported by Dr. DeVries that the Whitman Advisory Committee provide analysis and recommendation of the future of the Whitman Center to the Board of Trustees.

The motion carried unanimously.

Retention of Millage Campaign Expert

It was moved by Braunlich and supported by Mrs. Dowler that a Board Millage Campaign Sub-Committee (in partnership with Administration) be appointed to focus on this matter and provide a recommendation to the Board of Trustees and an expert should not be retained at this time.

The motion carried unanimously.

Retention of Expert to address potential reorganization and cost efficiencies

It was moved by Braunlich and supported by Mrs. Dowler that the Administration performs an analysis, including financial opportunities, impact to the students, risk,

and timing feasibility. The Opportunity Plan should be prioritized and presented to the Board of Trustees for review and an expert should not be retained at this time.

The motion carried unanimously.

Presidential Discretion to Waive Rental Fees

It was moved by Braunlich and supported by Mrs. Thayer that the Presidential discretion to waive rental fees as appropriate be retained at this time.

The motion carried six [6] to [1].

La-Z-Boy Center and Meyer Theater Facility Fees// Programming designed to create net positive revenue stream to benefit The Foundation at MCCC

It was moved by Braunlich and supported by Mrs. Dowler that the Administration review the program and ticket pricing policy and provide recommendations (including a revenue allocation model) to the Board of Trustees.

The motion carried unanimously.

Dr. Randy Daniels clarified that auxiliary funds cover the bookstore, food service, and Campus and Community events. The Board has the discretion to move that money to the general fund.

C. 4. b. (2) 13. Chair Bellino noted the upcoming events.

14. *It was moved by Mr. Bacarella and supported by Dr. DeVries that the meeting be adjourned.*

The meeting adjourned at 8:31 p.m.

Respectfully submitted,

Joseph N. Bellino Jr.
Chair

James E. DeVries
Secretary

/prd

These minutes were approved at the June 22, 2015 regular meeting of the Board of Trustees.