

MINUTES OF THE SIX HUNDRED SIXTH
MEETING OF THE BOARD OF TRUSTEES
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

via Microsoft Teams Meeting
and in the Board of Trustees Room
Z-203, La-Z-Boy Center
6:00 p.m., February 23, 2022

This meeting was a hybrid meeting.

Present: William T. Bruck (Teams), Florence M. Buchanan, Lynette M. Dowler, Krista K. Lambrix, Aaron N. Mason, and Mary Kay Thayer

Not Present: Steven Hill

Also Present: Matt Bird Meyer, Angela Bird-Myer, Brandy Johnson (MCCA), Barry Kinsey, Brian Lay, Kojo Quartey, Suzanne Wetzel, Grace Yackee, and Penny Dorcey (recording secretary)

Present Virtually: Ijaz Ahmed, Scott Behrens, Jack Burns Jr., Kevin Cooper, Valerie Culler, AJ Fischer, Rick Hubbert, Leon Letter, Mary Lyons, Kimberly Lindquist, Linda Marsh, Gerald McCarty II, Joshua Myers, Tracy Perry, Tina Pillarelli, Linda Roberts, Tyra Robertson, Linda Torbet, Joe Verkennes

1. Chair Dowler called the meeting at 6:00 p.m. and called for a moment of silence for the passing of President Emeritus, Gerald Welch.

Dr. Quartey expressed his condolences to Jerry Welch's family, especially to his wife, Joyce Haver. He said the Joyce sent him an email this past Sunday to tell him of Jerry's passing. Dr. Quartey was shocked because although Jerry had been in the hospital, he was supposed to return home on Monday. Unfortunately, he had a relapse and passed away. Jerry will be missed and Dr. Quartey asked everyone to keep his family in their prayers. Jerry was a great man and is one of those individuals who has made the college what it is today.

Trustee Thayer added that if it hadn't have been for Jerry, and his close relationship with the Whitman family, we would not have the Whitman Center today.

2. There were no delegations present.

- C. 2. a. (1) 3. Chair Dowler congratulated Ms. Brandy Johnson, the new president of the Michigan Community College Association (MCCA), and invited her to say a few words.

Ms. Johnson has been president of the MCCA for about two months. The MCCA is headquartered in Lansing, Michigan and they serve as the advocacy arm for the 28 community colleges in Michigan.

Ms. Johnson is originally from Phoenix Arizona. She holds a bachelor's degree in political science from Arizona State University and a master's degree in public policy from the Gerald R. Ford School of Public Policy at the University of Michigan.

Ms. Johnson is the founder of the Michigan College Access Network (MCAN) where she also served as the executive director. MCAN is a nonprofit organization that works to increase college readiness, participation and completion especially among low-income, first generation college students as well as students of color.

She has also served in Governor Gretchen Whitmer's administration since 2019 first as the governor's education policy adviser. In this position, Ms. Johnson's helped the state with what is now Michigan Reconnect program to help adults 25 and older young adults attain their college degrees. She held the advisory position for three years during which her role was to stay in constant communication with community college and university presidents amid all of the executive orders and COVID-related response activities during the height of the pandemic. More recently, Ms. Johnson served as the manager of the Office of Sixty by 30 within the Michigan Department of Labor and Economic Development. Ms. Johnson replaces Mike Hansen who served as the president of MCCA for the past 16 years.

Ms. Johnson stated that she is honored to be the new president and that her first goal was to attend a board of trustees meeting at all 28 of the state's community colleges in 2022. MCCC is her fourth such stop. She has previously visited Lansing, Kellogg and Grand Rapids community colleges and heads to Montcalm Community College next week. Ms. Johnson stated she learns a great deal about the colleges from these meetings and that the MCCA represents not only the community college presidents but also the trustees. One trustee from each college sits on the MCCA's board of directors. Trustee Mary Kay Thayer is MCCC's delegate.

Ms. gave a brief report about the education related activities happening in Lansing. The governor released her executive budget recommendation a couple of weeks ago. The budget is positive for the community colleges and includes a five percent ongoing operational increase for community colleges across the board, as well as a one-time five percent payment. The state also fully funded the Michigan Reconnect (\$55 million), which provides tuition free community college for adults 25 and older. The governor's office and the legislature are advocating temporarily lowering the 'Reconnect' age down to 21 to capture these younger adults. The budget also included funding for infrastructure, technology, equipment, and building maintenance. This "item funding is direct, flexible, and non-competitive and would be awarded to every college for infrastructure and building maintenance.

Although the budget did not include funding for capital outlay, it did include scoring of capital outlay requests. MCCC's request scored very high. It is typical that the government does not include funding for capital outlay in the initial executive budget recommendation. Ms. Johnson is confident that there will be significant support from the legislature for capital outlay. There are 20 fundable capital outlay projects under consideration. The first senate hearing for Michigan higher education and community colleges takes place tomorrow. The following week, the MCCA will testify in front of the appropriations subcommittee to advocate for resources for community colleges.

Chair Dowler commented that it speaks volumes when the president of the MCCA comes to see the Board. Trustee Thayer was part of the committee that selected Ms. Johnson as the next president of the MCCA and Ms. Johnson checked all the boxes and more. Her background, her attitude, and her body of work are exemplary. Dr. Quartey mentioned that he knows Ms. Johnson from MCAN and has worked with her in the past. He said that it is a pleasure to have her as president of the MCCA.

4. Chair Dowler reminded those present that presentations should be kept at five to seven minutes at most.

- B. 2. a. (1) 5. *It was moved by Ms. Thayer and supported by Mr. Mason that the following items on the Consent Agenda be approved as presented:*

- B. 2. a. (1) Approval of minutes of the regular meeting of November 22, 2021, and the special meeting of January 5, 2022
- B. 2. a. (3) Board Authorization for the President to Execute Contract Renewals for Administrators

The Board authorized the President to execute the following three-year administrative contract renewals, effective July 1, 2022 to June 30, 2025:

Administrative Contract Renewals (July 1, 2022 - June 30, 2025):

Ijaz Ahmed, Director of Respiratory Therapy
Jack Burns, Jr., Director of Campus Planning and Facilities
Parmeshwar (Peter) Coomar, Dean of Applied Science and Engineering Technology
Kevin Cooper, Dean of Science and Mathematics
Valerie Culler, Director of Financial Aid
Andrew Fischer, Director of Financial Services
Kelly Heinzerling, Director of Purchasing and Auxiliary Services
Barry Kinsey, Director of Workforce Development
Brian Lay, Chief Information Officer
Kimberly Lindquist, Dean of Health Sciences/Director of Nursing
Joshua Myers, Executive Director of The Foundation
Tina Pillarelli, Director of Lifelong Learning
James Ross, Director of Data Processing
Linda Torbet, Director of Human Resources

*Joseph Verkennes, Director of Marketing and Communications
Tracy Vogt, Registrar
Suzanne Wetzel, Vice President of Administration and Treasurer
Grace Yackee, Vice President of Instruction.”*

- B. 2. a. (4) Board Authorization for President to Execute a Continuing Administrative Contract – Linda Torbet
- B. 2. a. (5) Board Authorization for President to Execute a Continuing Faculty Contract to Administrator – Linda Torbet
- B. 2. a. (6) Board Authorization for the President to Execute Probationary Administrative Contract – Scott Behrens
- B. 2. a. (7) Board Authorization for the President to Execute Probationary Administrative Contract – Quri Wygonik
- B. 2. a. (8) Board Authorization for the President to Execute Probationary Administrative Contract – Leon Letter
- B. 2. a. (9) Board Authorization for the President to Execute Probationary Administrative Contract – Gerald McCarty II
- B. 2. a. (10) Board Authorization for the President to Execute Probationary Administrative Contract – Tracy Perry
- B. 2. a. (11) Board Authorization for President to Execute a Continuing Faculty Contract – Matt Bird-Meyer
- B. 2. a. (12) Board Authorization for President to Execute a Continuing Faculty Contract – Mark Jager
- B. 2. a. (13) Board Authorization for President to Execute a Continuing Faculty Contract- Daniel Wood
- B. 2. a. (14) Authorization for the President to Execute a Third-Year Probationary Faculty Contract - Nien-Chu “Alex” Wan
- B. 2. a. (15) Board Authorization for the President to Execute a First-Year Probationary Faculty Contract - Esref Emrah Kazan

The motion carried unanimously.

4. New Business

- B. 4. a. (1) 6. The Board received a proposed Diversity, Equity, and Inclusion Plan. There was no motion for the plan.
- B. 4. a. (2) 7. *It was moved by Ms. Thayer and supported by Mr. Bruck that that the Board approve the revised 2021-2022 Budget as presented.*

Suzanne Wetzel, Vice President of Administration/Treasurer, brought forward a recommendation to revise the 2021/2022 budget. She noted that when the Board adopted the budget back in June, the State budget had not yet been approved. Once the budget was approved in September, the college received an additional \$135,000. The requested revision includes an adjustment to revenue for these funds. Ms. Wetzel and her team are also proposing, that because of that additional revenue and because fall enrollment tuition is coming in favorable to budget, that they will not have to request the transfers it normally requests to cover capital outlay. She commented that they were originally going to request a transfer of \$234,108 into the General Fund. Ms. Wetzel said that this money was to be transferred from the Endowment Fund (\$164,259), and from the Maintenance and Replacement Fund (\$69,849) to buy capital outlay items for the Instructional and Physical Plant areas.

Ms. Wetzel reported that at the end of 2021, the College’s net position year-over-year was a little over \$13 million dollars. She stated that with the HERRF money the College was able to go back and capture lost revenue. There is a calculation that AJ Fischer, Director of Finances, worked on based on an assumption, that allowed him to capture \$1.5 million in lost revenue. Because of this, Ms. Wetzel is proposing that \$500,000 of that money be transferred to the Designated Fund (Technology Fund). The only source of funding in the Technology fund is from the technology fee that the College charges students. When enrollment goes down, that funding is reduced, but the cost of technology continues to increase. Years ago, when the College built the Career Technology Center, it took funds out of the Designated Fund to help pay for that project.

The second place she and her team are recommending a transfer is to the Unexpended Plant Fund (\$1.5 million). This will provide a little over one year’s payment on the HVAC. The third request for transfer of funds is into the Maintenance and

Replacement Fund (\$514,850). The \$4,850 is a regular transfer that comes out of the endowment fund.

After the transfers, the College's net position as of June 30, 2022 will be about \$10.5 million.

The motion carried unanimously.

- C. 2. b. (1) 8. This item, Announcements from Brandy Johnson, President, Michigan Community College Association (MCCA) was presented earlier in the agenda.
- C. 2. b. (2) 9. The Board received a letter of concern from community member, Ms. Candice Palmer-Ferrell
- C. 2. b. (3) 10. The Board received a letter of concern from community member, Ms. Maria Kay
- C. 3. a. (1) 11. President Quartey announced the following administrative contract renewals, staff appointments, promotion, probationary administrative contract, continuing faculty contracts, probationary faculty contracts, retirement, resignation, etc.

Administrative Contract Renewals (July 1, 2022 - June 30, 2025):

Ijaz Ahmed, Director of Respiratory Therapy
 Jack Burns, Jr., Director of Campus Planning and Facilities
 Parmeshwar (Peter) Coomar, Dean of Applied Science and Engineering Technology
 Kevin Cooper, Dean of Science and Mathematics
 Valerie Culler, Director of Financial Aid
 Andrew Fischer, Director of Financial Services
 Kelly Heinzerling, Director of Purchasing and Auxiliary Services
 Barry Kinsey, Director of Workforce Development
 Brian Lay, Chief Information Officer
 Kimberly Lindquist, Dean of Health Sciences/Director of Nursing
 Joshua Myers, Executive Director of The Foundation
 Tina Pillarelli, Director of Lifelong Learning
 James Ross, Director of Data Processing
 Linda Torbet, Director of Human Resources
 Joseph Verkennes, Director of Marketing and Communications
 Tracy Vogt, Registrar
 Suzanne Wetzel, Vice President of Administration and Treasurer
 Grace Yackee, Vice President of Instruction

Continuing Contract for Administrators (effective 7/1/2020-6/30/2025):

Linda Torbet, Director of Human Resources

Continuing Faculty Contract for Administrator (effective 7/1/2022):

Linda Torbet, Director of Human Resources

Staff Appointments:

Devin Morrison, General Maintenance Worker, effective September 27, 2021 (replacing William Bennett)
 Adam Prater, General Maintenance Worker, effective January 3, 2022 (replacing Token Conde)
 Jacob Johnson, General Maintenance Worker, effective December 16, 2021 (replacing Michael Varney)

Promotion:

Brianna Pio, Institutional Research Analyst, effective January 3, 2022 (promoted from Student Success Navigator, Math)

3rd Year Probationary Administrative Contract (7/1/2022- 6/30/2023):

Scott Behrens, Vice President of Enrollment Management and Student Success
 Quri Wygonik, Director of Research, Planning and Accreditation

2nd Year Probationary Administrative Contract (7/1/2021-6/30/2023):

Leon Letter, Dean of Business

1st Year Probationary Administrative Contract (11/18/2021-6/30/2023):

Gerald McCarty II, Director of Student Success (replacing interim director, David Peck who replaced Laura Manley who moved to faculty)

1st Year Probationary Administrative Contract (12/16/2021-6/30/2023):
Tracy Perry, Director of Enrollment (replacing Ryan Rafko)

Continuing Faculty Contracts (effective 8/22/2022):
Matt Bird-Meyer, Professor of Journalism and Humanities
Mark Jager, Instructor of Materials and Welding Technology
Daniel Wood, Assistant Professor of Criminal Justice

3rd Year Probationary Faculty Contract (effective 8/22/2022-5/6/2023):
Nien-Chu “Alex” Wan, Assistant Professor of Electrical Engineering
Technology

1st Year Probationary Faculty Contract (1/4/2022-1/3/2023):
Esref Emrah Kazan, Associate Professor of Applied Science Technology

Retirement:

Thomas Kleman, Maintenance Chief, effective February 23, 2022.

Resignation:

Damaris Sargent, Student Success Navigator – Retention and Completion,
effective February 4, 2022

- C. 3. a. (2) 12. The Board received a note of thanks from Amy Salliotte for the donations to Alzheimer’s at the passing of her mother in November and for her father’s passing in January (enclosure)
- C. 3. a. (3) 13. Suzanne Wetzel, Vice President of Administration/Treasurer, gave the board an update on the General Fund Revenues and Expenses. She pointed out that Tuition and Fees revenues are up 5 or 6 percent (a little over \$600,000). Winter tuition revenues are down about \$30,000.

Ms. Wetzel reminded the Trustees that the College is currently working on 22/23 budget work-cycle. The departments and divisions are working on their budgets, which are due in the Business office by March 11, 2022. Earlier in the meeting Ms. Brandy Johnson gave a detailed report of The Governor’s budget, which is soon to be released. Operationally, the five percent would be just under \$200,000 for the college if approved. The one-time performance funding would mean almost another \$260,000. AS mentioned earlier, MCCC ranked fourth in the State’s Capital Outlay scoring. The request is for \$13.1million. This is a 5050 match so the state funding piece would be \$6.5 million.

Ms. Wetzel reported on the active projects on campus. The renovations to the Campbell Learning Center are on time. The College is still on schedule to take possession of the building at the end of June. Employees will begin moving back to the building in mid-July. Dr. Grace Yackee, Vice President of Instruction, Has been helping with the selection of faculty office furniture. Ms. Wetzel and her team have worked with the entire faculty to select the layouts for their office furniture. Jack Burns, Jr., will be scheduling another tour when the building is about 75 percent complete. The DEI Space is almost finished. The space is next to the new Student Government Room. There is a single use bathroom right across from the DEI space and a quiet room just around the corner from it. There were 18 people on the task force for the space. The DEI Space Task Force was conducting their work at about the same time the DEI Belonging Plan Task Force were conducting their work. There is some crossover on both task forces. The DEI space is meant to be a safe inclusive space. Tomorrow, Ms. Wetzel is sending the list of the 18 people from the task force to Dr. Gerald McCarty, Director of Student Success, and Dr. Scott Behrens, Vice President of Enrollment Management and Student Success, as the members of the task force really want to stay engaged in the project as they develop programming for it. The last big piece for Founders Hall is signage, which will be installed beginning March 7th, Thanks to Kelly Heinzerling.

In response to a question, Ms. Wetzel mentioned that the fees are the same for online classes as they are for on-the-ground classes. Dr. Quartey added that the College’s enrollment increase is due the Frontliners and Reconnect programs. He commended Dr.

Behrens and Dr. Valerie Culler, Director of Financial Aid, and their teams for the tremendous work they did to get us to this point.

- C. 3. a. (4) 14. Dr. Scott Behrens, Vice President of Enrollment Management and Student Success, gave the Board an update on Winter 2021 enrollment.

Dr. Behrens began by congratulating his enrollment management team. The College increased its enrollment this winter by one student, year-over-year. That means that enrollment was up every semester this academic year. This past November when Omicron hit, enrollment stopped. Everyone on the team started making phone calls to students and past students. Dr. Behrens reported that the College had 2,381 enrolled for Winter 2022 compared to 2,380 students in the winter of 2021. He commended the academic team who put into place mid-semester start classes. These classes did not factor into these numbers, but the College did continue to climb in enrollment after the official head count, for a total ending enrollment of 2,400. Overall, for the one year enrollment is up 5.7 percent for last three semesters in a row.

Dr. Behrens noted when breaking down then numbers, they are not final because to date, other colleges have still not yet entered their numbers into the system. Statistically, MCCC had a zero percent headcount this winter. Enrollment at most community colleges in the state is down. The state average is down 2.5 percent in enrollment and 1.9 percent in headcount. Local numbers are 2.1 in headcount.

Dr. Behrens stated that his team really worked hard with academic side and everyone on campus to increase enrollment this winter. Demographically, 80 percent of enrollment is made of continuing students, and 8.7 percent is made up of students who had stopped out, but were pulled back in. Continuing enrollment for winter is 1,910 students. This number is 10 percent higher than last winter's enrollment of 1,729. Keeping the students who are already at MCCC will ultimately increase success and graduation rates, which is the goal.

Looking at the break down of part-time versus full-time enrollment, 79 percent of MCCC's students are part-time and 20 percent are full-time. Gender breaks down to female (62.5 percent) and male (37.5) percent. In terms of ethnicity, minority populations dropped slightly, but the unknown population is increased (up 7 percent). Dr. Behrens largely attributes this to the programming the College is providing on race, equity, and inclusion.

Dr. Behrens reported that Reconnect students make up 3 percent of the College's population, while Futures for Frontliners students make up 11 percent of the population. Over the last year, the College has focused on these populations effectively and top in the state in terms of percentages of eligible people for these programs. Dual enrolled student make up 28 percent of the College's population.

- C. 3. b. (1) 15. President Quartey summarized his reports to the Trustees, which he sends every other week.

Dr. Quartey reported that the January 24th Higher Learning Commission focused visit on assessment went well. He commended Dr. Yackee, Vice President of Instruction and Dr. Quri Wygonik, Director of Institutional Research, Planning and Accreditation, who have been at the forefront of that initiative. Once the official word is in Dr. Quartey will get the information out to the Board.

In terms of masking on campus, the administration continues to evaluate. At this point the College is still following CDC guidelines for institutions of higher education. Groups of high school student have been visiting the campus. Vaccinations on campus continue and there is COVID testing every day on campus. The administration awaits word from the support staff union as to when they want to begin negotiations. There was a town hall at MCCC on the "student experience" led by Dr. Jim Black of SEM Works out of Greensboro, North Carolina. SEM Works will be sending the College some recommendations. Dr. Quartey talked to Dr. Pamila Fisher and will be scheduling a Board retreat with her for some time in April. Dr. Pamila Fisher has led two previous Board retreats at the College. Ms. Dorsey will poll the Trustees to help lock in a date. The timeframe will be 12:00 to 6:00 p.m. or 1:00 to 7:00 p.m. Meals will be included.

For the Fall 2022 semester there will be more face-to-face classes scheduled. Dr. Yackee reported that MCCC students enrolling in more asynchronous and blended classes as compared to previous years. Students are not filling the on-the-ground

classes when they have online options. From the middle college perspective, high-level courses can be a challenge.

Dr. Quartey mentioned that discussions continue with the Detroit Drive Degrees Collaborative Community College (D3C3) Initiative. MCCC has submitted a proposal for a \$60,000 planning grant to revamp student success. Meetings are ongoing.

- C. 3. b. (2) 16. Dr. Grace Yackee, Vice President of Instruction gave an update on non-credit enrollment. In terms of non-credit enrollment for Winter 2020 to Fall 2021, sections numbers are up 28 percent, total contact hours are up 26 percent, and total enrollment is up 23 percent. This may be an indication as to what the College should expect as it moves classes back to the classroom.

Dr. Yackee noted a trend toward stability in enrollment over the last year especially from fall to winter. Enrollment for Winter 2020, Winter 2021, Summer 2021, and Fall 2021 and saw decreases in enrollment as we entered the pandemic. In the winter of 2020 many classes had already started and had to be moved from on-the ground to online, while others were pulled off campus or cancelled altogether. In the summer of 2020 very few classes were offered unless they were online, and then in Fall 2020, enrollment began to move up slowly.

As far as type of learning, Lifelong Learning tend to focus on broad opportunities of interest for the public, while Workforce Development focuses more on business and industry, and more specifically, contract training for organizations. Tina Pillarelli, Director of Lifelong Learning (LLL), reported that Lifelong Learning is still rebounding from COVID. The community loves to be in the classroom and people are starting to come back. Some of the more popular classes are primarily personal interest type classes such as culinary, photography, dance, health and fitness. Ms. Pillarelli noted that her area is trying to bring more classes in over the summer and into the fall. This summer, she will be bringing back MCCC's popular kids summer camps as long as things continue to be safe to do that. Dr. Quartey also mention that the Drone training class is full and he is getting calls from people who are unable to get into the class. Many people are on the waiting list for the class.

Barry Kinsey, Director of Workforce Development, reported that contract training is picking up very well. There are four sections this week on different topics. Mr. Kinsey highlighted the sterile processing technician class that his area started in 2019. This course came about through interactions with ProMedica Monroe Regional Hospital where Workforce Development is delivering CNA training. The hospital is in need of sterile processing technicians. Mr. Kinsey researching the field he spoke with Ms. Pillarelli who found a company that would provide the curriculum for the class. To date, 19 students have been trained and they are working in hospitals not only in Monroe, but also downriver and in Toledo. Last year, instead of using the canned curriculum, Mr. Kinsey approached his instructor about creating our own curriculum. Jamie Tenor from Beaumont in Royal Oak. Jamie is a great instructor, who is now at the University of Colorado Hospital. Mr. Kinsey hired a new instructor for these classes two weeks ago. Her name is Melanie Lee and she is a sterile processing tech supervisor and educator with ProMedica Toledo Hospital. Mr. Kinsey believes this will help with the clinicals the college uses to get MCCC students in the medical system. Ms. Lee is also the lead instructor at Stautzenberger College. The program is doing well, and in fact, the University of Michigan Hospital uses sterile processing technicians so much that they have agreed to pay to send their union employees to MCCC for training. Wages start at about \$17 to \$20 per hour, but include full benefits. The wages go up significantly for students who agree to travel. Training includes 63 hours in the classroom and 120 hours of clinical time. Michigan Works will also cover tuition for their clients. The class starts next Tuesday at 6:00 p.m. This semester there are six students

- C. 3. b. (3) 17. Joe Verkennes, Director of Marketing and Communications, explained that each semester the Employee Engagement Committee selects a recipient for the Enriching Lives Award. MCCC acknowledges the importance of its employees and welcomes the opportunity to recognize their achievements. Each semester, the committee accepts the nominations for the Enriching Lives Award to find that employee. The selection is based on based on who is the best example of enriching lives based on his or her commitment to examples of how she or he the mission, vision, and values into their daily work activities. The committee is devoted to honoring employee whose actions have created a positive change on campus. Nominations are

accepted during the mid-point of the semester. The individual is recognized at the Board meeting closest to the end of the semester in which she or he was selected.

This semester there were a number of nominees that included Renee Drouillard, Administrative Assistant to the Director of Workforce Development; Kimberly Lindquist, Dean of Health Science Division and Director of Nursing; Linda Marsh, Human Resources Specialist; Randy Berns, Receiving Clerk; Lori Biggs, Nursing Program Coordinator; Kristina Henry, Experiential Learning Coordinator; and Charles Able, Chief of Safety Services. The winner of the Fall 2021 Enriching Lives Award is Linda Marsh.

Mr. Verkennes paraphrased some of the nominator's words about Ms. Marsh. "There are very few people with whom I interact on the MCCC campus who I am confident no matter the questions or the problem, will respond in a way that is always courteous friendly, and kind. Linda Marsh is one of those individuals. More than once I've emailed Linda asking her questions about how to access something or how to find something and she can always help me out in some way. She never hesitates to help me. She promptly replies to my emails and answers my question. Prior to COVID-19 and mask wearing, I can't remember a time when I didn't interact with Linda and see her warm smile. Anecdotally, when the name comes up in conversation with colleagues or other people on campus, there's always someone who affirms how nice she is to work with and what a great job she does. Linda embodies many of the attributes we valued at MCCC. She is excellent under job, a true professional. It's a good feeling to know that if you have any question about the candidate, search platform, insurance matters, or anything else that involves Linda, you'll get a prompt, courteous reply that often goes above and beyond to help you out. She indeed does enrich the lives of all people on our campus." Congratulations to Linda

Ms. Marsh thanked Mr. Verkennes for the kind words he read, stating that she is humbled. She added, "Employees are my customers being in HR. I'll always have that philosophy and everybody should really, across campus. We are everybody's internal customers. That is just my basic philosophy. The HR department, LT, Emily, and I, we work together collectively, across campus to serve our employees. I could not do it without them. I'm just very humbled and honored. Thank you so much."

Chair Dowler congratulated, Ms. Marsh. She stated that when was listening to the nominator's comments she thought, I want her to work on my team. We need more Linda's in our world. It makes the work world, our work family, so much more enjoyable when we have employees like you.

- C. 3. b. (4) 18. Joshua Myers, Executive Director of The Foundation, gave the Board a update. The Foundation board met on Monday. There were two significant board items that needed to be addressed. The first one was an amendment of The Foundation's bylaws, which will come to the Board of Trustees for approval at the March meeting. Dr. Myers explained that the amendment dealt with the indemnification of the board of directors. The Foundation used to be blanket indemnified by the college. Subsequent legal challenges to that prohibited that kind of indemnification by the College because they are separate entities. The board did finally ratify the amendment and the Trustees will be asked to ratify it at the March Board meeting.

The second item was really exciting news. A year ago, The Foundation received a very significant estate gift from Bev Heck in amount of about \$280,000. At the time of the year it came in as an unrestricted gift, but the board decided that rather than put that into its unrestricted assets, that it would hold that in an endowment fund for a purpose to be named later. On Monday directors decided what that purpose was. Essentially, they are creating a fund where the endowment proceeds will fund efforts to encourage students to become more civically engaged to empower their voices in our community and to give them confidence so that they can go out from MCCC's campus and have their voices heard to impact the community at large. Dr. Meyers has plans on how the Foundation is going to do that, but he needed those rules established by the board.

Dr. Meyers announced six new endowed scholarships. To date, there are 73 endowed scholarships, which is up from 49 five years ago. Endowed scholarships are really booming and donors are still seeing MCCC as a valuable, attractive investment in the community.

Dr. Myers did report out to the board on the budget for the endowments for the upcoming year. That continues to be a strategic priority. These are non-scholarship

endowments. The Foundation has really begun to grow the non-scholarship endowments that it holds. The first one was the cultural enrichment endowment that holds funds for programming in the La-Z-Boy Center, Meyer Theater. The budget for the upcoming year is \$71,700. The Title III Endowment, which is managed for growth at the moment, has \$131,000 that the board could use. There are four other additional programmatic endowments. The Heck Endowment mentioned earlier will generate a budget this year of \$11,900 for programming and student assistant salary. The Dingell Endowment, which funds collaborative project between The Refuge Battlefield and the College (\$1,450). The DTE Stem Endowment, which Dr. Myers announce at the last Board meeting and the Shaw Journalism Endowment are both new programmatic endowments and will generate \$800 each for the budget this year.

Dr. Myers announced that The Foundation was the recent recipient of a \$1500 grant from Walmart that will go toward MCCC's new food pantry. The food pantry continues to operate and is currently open three days a week. With limited student on campus it has been a challenge to get students to come to the food pantry. While there are a few students who do come in every time, these students exhibit significant need. The requests that they have are really heartbreaking and they are in need of non-food items as well, such as toothpaste and toothbrushes, as well as other hygiene products.

19. Chair Dowler call for a five-minute break at 8:29.p.m.

- C. 3. b. (5) 20. *It was moved by Mr. Mason and supported by Ms. Lambrix that the Board of Trustees go into Closed Session to discuss a matter exempt from disclosure under Section 15.268(d) of the Open Meetings Act.*

A roll call vote was taken as follows:

Yes [6] Mr. William T. Bruck, Ms. Florence M. Buchanan,
Ms. Krista K. Lambrix, Mr. Aaron N. Mason,
Ms. Mary Kay Thayer, Ms. Lynette M. Dowler
No [0] None

The motion carried and the Board went into closed session at 8:37 p.m.

21. Open session resumed at 9:28 p.m.

- C. 4. b. (1) 22. Chair Dowler announced that nominations for the Alumnus of the Year Award were due by January 30, 2022; however, there have been no nominations. The deadline was extended to March 15th. Recommendations from the Board committee are now due at the March Board Meeting.
- C. 4. b. (2) 23. Chair Dowler announced that nominations for the College Supporter of the Year award are due by March 15, 2022. Recommendations from the Board sub-committee are due at the March Board Meeting.
- C. 4. b. (3) 24. Chair Dowler reminded the Trustees that their completed President's performance appraisal is due by Monday, March 21st. Hard copies are in the Board packets and Ms. Dorcey will send out a form that can be completed electronically as well.
- C. 4. b. (4) 25. Chair Dowler noted the upcoming events.
- C. 4. b. (5) 26. *It was moved by Mr. Bruck and supported by Mr. Mason that the meeting be adjourned.*

The motion carried and the meeting adjourned at 9:36 p.m.

Respectfully submitted,

Lynette M. Dowler
Chair

Krista K. Lambrix

Secretary

pd/

These minutes were approved at the March 28, 2022 regular meeting of the Board of Trustees.