BUSINESS MEETING AGENDA ITEM

A. Call to Order

Call to Order by Chair of the Board

B. Recommended Actions

1. Routine Matters
   a. Approval of minutes for the regular meeting of April 25, 2011
   b. Polling of audience for delegation recognition

2. Old Business

3. New Business
   a. Written
   b. Verbal

B. 3. a. (1) Retirement Resolution – Jack Woltmann

   Recommended Motion: “that the following resolution of commendation be adopted:

   WHEREAS, Mr. Jack A. Woltmann, Jr., RRT, has decided to retire from his position as associate professor effective August 31, and

   WHEREAS, for 30 years he has long been considered an outstanding professor who has developed and delivered excellent curriculum in the Respiratory Therapy Program, and

   WHEREAS, he has frequently been nominated as Outstanding Faculty for MCCC and won this honor in 1996-1997, and
WHEREAS, he was one of the first respiratory therapy faculty members in the United States to design and implement a computerized clinical tracking and documentation system for a respiratory therapy program drawing high praise from site visitors during four accreditation cycles, and

WHEREAS, he was instrumental in planning the laboratory space for the Respiratory Therapy Program when it moved to its current location in the Health Education Building, and

WHEREAS, he has developed an approach to respiratory care instruction for lab with a foundation in the natural sciences as well as the technical aspects of respiratory care, and

WHEREAS, he has developed a classroom presentation style that helps students to effectively and efficiently learn the basic and advanced topics in the professional content so as to pass the credentialing boards with ease, and

WHEREAS, he has taught and inspired over 400 graduate respiratory therapists, many of whom continue to provide excellent patient care to citizens in the surrounding area hospitals, and

WHEREAS, he has demonstrated a high level of professionalism and dedication both on and off campus, including presentations to the Michigan Society for Respiratory Care, and

WHEREAS, he has been a role model and mentor for respiratory therapy educators who share his passion for the highest degree of excellence in graduate therapists.

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Mr. Jack A. Woltmann, Jr., for his dedicated service and contributions to the college, our students and the community, and

THAT IT BE FURTHER RESOLVED, that by the president’s recommendation, Mr. Jack A. Woltmann, Jr., shall hereby be granted faculty emeritus status, and

THAT IT BE FURTHER RESOLVED, that the Board of Trustees expresses its very best wishes for his continued success, well being and happiness on this Monday, May 23, 2011.

B. 3. a. (2) Retirement Resolution – Kathleen Masters

Recommended Motion: “that the following resolution of commendation be adopted

WHEREAS, Mrs. Kathleen Masters, MS., R.N., has decided to retire from her position as assistant professor of nursing with Monroe County Community College, effective May 5, 2011, and

WHEREAS, for 26 years, she has long been considered an outstanding professor who has developed and delivered excellent curriculum in the Nursing Program, and
WHEREAS, she has taught and inspired over 1000 nursing graduates, many of whom continue to provide excellent patient care to citizens in the surrounding area hospitals, and

WHEREAS, she has demonstrated a high level of professionalism and dedication both on and off campus, within the nursing community, and

WHEREAS, she has been a role model and mentor for nursing educators who share her passion for the highest degree of excellence in patient care, and

WHEREAS, she has frequently been nominated as Outstanding Faculty for MCCC, and

WHEREAS, she was one of 2 faculty currently teaching the online Associate Degree in Nursing option and who recently developed the part-time option, and

WHEREAS, she taught about 20% of the RN program in the areas of obstetrical and advanced medical surgical nursing, and

WHEREAS, she has been involved with special college projects such as the Critical Thinking Subcommittee for General Education; admissions requirement studies for nursing, and

WHEREAS, she has served as an active member of the curriculum committee, Nursing Workgroup, Health Sciences division committee, Distance Learning committee.

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Mrs. Kathleen Masters, MS, R.N., for her dedicated service and contributions to the college, our students and the community, and

THAT IT BE FURTHER RESOLVED, that by the president’s recommendation, Mrs. Kathleen Masters, shall hereby be granted faculty emeritus status, and

THAT IT BE FURTHER RESOLVED, that the Board of Trustees expresses its very best wishes for her continued success, well being and happiness on this Monday, May 23, 2011.”

B. 3. a. (3) Authorization for President to Execute Faculty Contracts (enclosures)

Recommended motion: “that the Board authorizes the President to execute a contract for the following faculty members
**Nicholas Prush, Instructor of Respiratory Therapy and Director of Clinical Education**
*First-year probationary contract*
*Effective August 22, 2011*

**Tracy Giacomini, Assistant Professor of Nursing**
*First-year probationary contract*
*Effective August 22, 2011*

**Jason Karamol, Welding Instructor - Grant Funded**
*First-year grant position*
*Effective May 31, 2011."

**B. 3. a. (4) Proposed Policy Revision – Policy 4.02, Pre-Professional or Transfer Programs**
*(enclosure)*

Recommended motion: “that Policy 4.02, Pre-Professional or Transfer Programs, be revised as presented.”

**B. 3. a. (5) Maintenance Agreement – Closed Session – Monroe County Community College Maintenance Association (MCCCMA) Negotiations**

Recommended motion: “that the Board meet in closed session in accord with Section 8(c) of the Michigan Open Meetings Act to discuss MCCCMA contract negotiations.”

Return to Open Session

Recommended motion: “that the Master Agreement between the Community College District of Monroe County, Michigan and the Monroe County Community College Maintenance Association be ratified as presented.”

**C. Information and Proposals**

1. **Delegations**

2. **Non-staff Communications and Reports**

3. **President and Staff**

**C. 3. a. (1) Staff Appointments, Retirements, Resignation**

Staff Appointments:
Nicholas Prush, Instructor of Respiratory Therapy and Director of Clinical Education, first-year probationary contract, effective August 22, 2011
Tracy Giacomini, Assistant Professor of Nursing, first-year probationary contract, effective August 22, 2011
Jason Karamol, Welding Instructor, DOL Grant Funded, first-year grant position, effective May 31, 2011
Joshua Myers, Coordinator of Development and External Affairs, effective May 9, 2011

Retirements:
Jack Woltmann, Associate Professor of Respiratory Therapy and Clinical Education Coordinator, effective August 31, 2011
Kathleen Masters, Assistant Professor of Nursing, effective May 5, 2011

Resignation:
Tiffany Wright, Assistant Professor of Early Childhood Development, effective May 5, 2011

C. 3. a. (2) Statement of General Fund Revenues and Expenditures for the Period Ending April 30, 2011 (enclosure - Board members only)
C. 3. a. (3) Procedure 3.00 (b) - Winter 2012 and Fall 2012 (enclosures) (Yackee)

4. Board Member and Committee Reports

C. 4. b. (1) Upcoming Events
May 25, 6:00 p.m. - Special Meeting of Board of Directors
June 1, 6 p.m. - Upward Bound Graduation Ceremony
June 13, 7:30 p.m. - Foundation Board of Directors Meeting
June 27, 7:30 p.m. - Board of Trustees Regular Meeting
July 21-22 - MCCA Summer Workshop, Traverse City
August 23, 7:45 a.m. - Fall Employee Recognition Breakfast
October 7-8 - MCCA Board of Directors at Muskegon Community College
October 12-15 - ACCT Congress, Dallas

D. Adjournment