MINUTES OF THE FIVE HUNDRED TWENTY SECOND MEETING  
OF THE BOARD OF TRUSTEES  
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

Board of Trustees Room #Z-203  
La-Z-Boy Center  
7:30 p.m., January 23, 2012

Members present:  William J. Bacarella Jr., Joseph N. Bellino Jr., William H. Braunlich,  
Marjorie A. Kreps, Linda S. Lauer, Michael R. Meyer, Mary Kay Thayer  

Also present:  David Nixon, Randy Daniels, Sue Wetzel, Grace Yackee, Molly McCutchan, Deb  
Beagle, Paul Knollman, Brian Lay, Jim Blumberg, Vinnie Maltese, Mark Hall, Peter Coomar,  
Joe Verkennes, Bonnie Boggs, Cynthia Roman, John Joy, Josh Myers, Barbara McNamee,  
Cheryl Johnston, Valerie Culler, Jean Ford, Barry Kinsey, Jim Ross, Jamie Deleeuw, Felice  
Moorman, Robert Leski, Timothy Wittman, Steven McNew, Taylor Pinson, Robert Krueger,  
Sarah Richardville, Christine Keskeny, and Victoria McIntyre (recording secretary)

1.  Chair Bacarella called the meeting to order at 7:30 p.m.

2.  It was moved by Mrs. Thayer and seconded by Mrs. Kreps that the minutes of  
the regular meeting of November 21, 2011 be approved as presented.  

The motion carried.

3.  Robert Leski presented Cheryl Johnston, Assistant Professor of Reading and  
English at MCCC, a $500 book grant sponsored by MEEMIC Insurance.  Ms.  
Johnston indicated the grant would be used in support of this year’s One Book,  
One Community reading initiative.  

Mr. Leski also acknowledged Trustee Bellino for a job well done as a stand-in  
for a play when he was a student here.  

Student Christine Keskeny spoke to the board about her appreciation for her  
financial aid, the inspiration of her instructors, and the overall positive  
experience being a MCCC student has been for her.

B. 3. a. (1) 4.  It was moved by Mr. Bellino and second by Mr. Meyer that the Board  
authorizes the President to execute a contract for Dr. Paul Hedeen, Dean of  
Humanities and Social Sciences, effective May 1, 2012.  

The motion carried.
B. 3. a. (2)  5.  *It was moved by Mr. Meyer and seconded by Mrs. Kreps that the Board authorizes the President to execute a contract for the following faculty member:*

*Felice Moorman, Assistant Professor of Early Childhood Development*
*First-year Probationary Contract*
*Effective January 3, 2012.*

The motion carried.

B. 3. a. (3)  6.  *It was moved by Mrs. Thayer and seconded by Mrs. Kreps that the Board authorizes the President to execute a probationary contract for the following professional staff member:*

*Jamie DeLeeuw, Coordinator of Research, Evaluation and Assessment*
*One-year Probationary Contract*
*Effective January 9, 2012 to January 8, 2013.*

The motion carried.

B. 3. a. (4)  7.  *It was moved by Mr. Braunlich and supported by Mr. Bellino that Policy 1.65, Policy Statement on Illegal Discrimination and Sexual Harassment, be revised as presented.*

The motion carried.

B. 3. a. (5)  8.  *It was moved by Mr. Braunlich and supported by Mrs. Kreps that the new Policy and Procedure Series 12.00, Professional Staff, be adopted as presented.*

The motion carried.

C. 2. a. (1)  9.  The college received a thank you from Mercy Memorial Hospital System for a donation to their Fantasy of Christmas Trees event.

C. 2. a. (2)  10.  The board received a holiday card from Miss Monroe County Board of Directors.

C. 3. a. (1)  11.  President Nixon reported on the following staff appointments, transfer and resignation.

**Staff Appointments**
*Dr. Paul Hedeen, Dean of Humanities and Social Sciences, effective May 1, 2012.*
Felice Moorman, Assistant Professor of Early Childhood Development, effective January 3, 2012 (replacing Tiffany Wright)

Dr. Jamie DeLeeuw, Coordinator of Institutional Research, Evaluation and Assessment, effective January 9, 2012

Transfer
Annette Russell, Payroll Clerk, effective January 23, 2012, (transfer from accounts payable clerk, replacing Terri Lukshaitis, resigned)

Resignation
Dr. Cynthia Roman, Dean of Health Sciences, effective April 27, 2012

C. 3. a. (2) 12. The Board received the Statement of General Fund Revenues and Expenditures for the period ending December 31, 2011. Deb Beagle, Director of Financial Services reported that revenue and expenses are in line with last year’s figures. Current tuition and fees are at 81.25 percent compared to 84.8 at this time last year.

C. 3. a. (3) 13. Board members received a copy of the 2009-2010 and 2010-2011 MCCC Standing Committee Report booklets.

C. 3. b. (1) 14. The Winter 2012 Enrollment Report was presented by Mark Hall. All Michigan community colleges have experienced a decrease in enrollment in both head count and credit hours. Some factors adversely affecting enrollment include higher academic Federal Pell Grant standards, cessation of state and federal funding of special programs, decrease of area high school students, and MCCC’s increased academic standards and added prerequisites to several courses. Dual enrollment has remained steady.

Dr. Steven McNew, Assistant Superintendent of the Monroe County Intermediate School District, introduced Robert Krueger, Principal, and Sarah Richardville, Dean of Students of the Monroe County Middle College who presented the board with an update on the program which is in its third year. Recruitment for 2012-13 is expected add 40 to 50 additional students to the current enrollment of 130. The average GPA is 3.3 with successful completion of 249 of 252 credits. Middle College is funded by the same foundation that funds public high school students with 10 percent staying with the student’s sending high school. The Intermediate School District rents space and pays MCCC for college credits students earn. The Middle College is partnered with Monroe County Intermediate School District, Mercy Memorial Hospital System, Monroe County Community College and nine local school districts.

C. 3. b. (2) 15. The board received a copy of the Fall 2011 Non-credit Enrollment Report which was presented by John Joy. Data indicates average enrollment at over 5,000 students since 2004. Contract training hours have increased. Emphasis
is on completion of short-term training to help secure jobs for students. The size of the Lifelong Learning catalogue has been reduced by condensing its contents. The new lower weight will allow for greater distribution at the same cost.

C. 3. b. (3)  16. Suzanne Wetzel, Vice President of Administration and Executive Director of The Foundation at MCCC, provided the Foundation Quarterly Update. There are now forty endowed scholarships with the goal of fifty by the college’s 50th anniversary. Gerald Welch was commended for his years of service to The Foundation. Doug Chaffin has been named Chair of the Career Technology Center Capital Campaign Committee. Dr. Ronald Campbell will serve as the honorary chairman. The 2012 Annual Fund Appeal is offering specific suggestions to specific groups for consideration by donors.

C. 4. b. (1)  17. Chair Bacarella appointed Trustees Bellino, Lauer, and Meyer to serve on the Selection Committee for the Alumnus of the Year Award recipient. Trustees Braunlich, Kreps, and Thayer were appointed to serve on the Selection Committee for College Supporter of the Year.

C. 4. b. (2)  18. Upcoming events were noted.

19. Bonnie Boggs, Director of Respiratory Therapy, was acknowledged after the Committee on Respiratory Care (CoARC) found evidenced compliance with all accreditation standards and noted no deficiencies in the Respiratory Therapy program.

20. It was moved by Mrs. Thayer and seconded by Mr. Bellino that the meeting be adjourned.

The motion carried, and the meeting was adjourned at 9:22 p.m.

Respectfully submitted,

William J. Bacarella Jr.
Chair

Mary Kay Thayer
Secretary

These minutes were approved at the February 27, 2012 Board of Trustees meeting.