

MINUTES OF THE FIVE HUNDRED FIFTY-FIFTH
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., November 23, 2015

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

Members absent: William J. Bacarella

Also present: Joey Arrowwood, Parnella Baul, Jack Burns, Peter Coomar, Emily Cornett, Randy Daniels, Jean Ford, Denice Fox (Education Plus Credit Union), Mark Hall, Joyce Haver, Paul Hedeem, Matt Hehl (Cooley Hehl Wolgamuth), Barry Kinsey, Ray Kisonas (Monroe Evening News), Paul Knollman, Eugene Kutz (The Agora Reporter), Edmund La Clair, Brian Lay, Kim Lindquist, Bill McCloskey, Molly McCutchan, Barbara McNamee, Cole McNew, Josh Myers, Carrie Nartker, Pat Nedry, Kyle Petee, Tina Pillarelli, Kojo Quartey, Jim Ross, Steve Mapes, Jessica Ryder, Tom Ryder, Molly Siedlecki, Joe Verkennes, Gary Wilson, CJ Wysocki, Wendy Wysocki, and Penny Dorsey (recording secretary)

1. Chair Bellino called the meeting to order at 6:59 p.m.
2. *It was moved by Mrs. Thayer and seconded by Mr. Braunlich that the minutes of the October 26, 2015 be approved as presented.*

The motion carried.

3. Denise Fox, President and CEO of Education Plus Credit Union, presented a check for \$10,000 to be used toward the Education Plus Credit Union Skilled Trades Scholarship. This scholarship is a collaboration between the credit union and The Foundation at MCCC. The funds will provide scholarship support for Monroe County, Michigan residents who are pursuing an education in a skilled trade and have demonstrated financial need. Preference will be given to active duty service members, veterans, and their dependents. Five \$2,000 scholarships will be awarded each year for tuition, fees and books.
- B. 2. a. (1) 4. *It was moved by Mrs. Thayer and supported by Mr. Braunlich that Policy 4.02, College Programs, be revised as presented.*

The motion carried.

- C. 3. a. (1) 5. The Board received a letter of thanks from Jill Denko and family for the memorial sent at the death of her mother, Jeanne.
- C. 3. a. (2) 6. President Quartey reported the following staff appointment.

Staff Appointment:

Sherry Bussell, Administrative Assistant to the Director of Campus Planning and Facilities (replacing Rebecca Libstorff), effective November 16, 2015

- C. 3. a. (3) 7. The Board received the Statement of General Fund Revenues and Expenses for the Period Ending October 31, 2015. Suzanne Wetzel, Vice President of Administration, reported the receipt of state revenues, totaling \$425,040. Tuition and Fees revenues received for the fall and winter semesters are just under \$6 million. The College has received \$122,000 in property taxes with the remainder of the taxes due in January, February and March. The majority of "Other" revenue, about \$40,000 of \$61,786, is from rent of facilities. The Tax Anticipation Note (\$2 million) borrowing is complete and the college received the funds on November 9. It is anticipated that the College will pay the note back by end of March. Mrs. Wetzel gave an update on the UAAL funding and payment process.

Mrs. Wetzel gave an update on the HVAC financing. The College should receive a term sheet the week of November 30. If the term sheet is agreeable to the College, closing is expected to take place around the second week of December.

Mrs. Wetzel updated the Board on insurance claims and repairs as a result of the damage the college sustained from this past year's hailstorm. A total of \$226,000 is being paid to repair to the high roof on the Health Education Building. As a result of the roof leaking, a claim of approximately \$30,000 has been submitted for repair to the southeast corner of the multipurpose room floor. The claim is pending.

- C. 3. a. (4) 8. Matt Hehl of Cooley, Hehl, Wolgamuth and Carlton, PLLC, gave a detailed report on the 2014-15 Audit. There were not findings. The complete report can be viewed at <http://www.monroecc.edu/finance/Audit%206-15%20and%2014%20MCCC.pdf>.
- C. 3. a. (5) 9. Joe Verkennes, Director of Marketing Communication, gave a brief synopsis of the *MCCC Annual Report for 2014-15*. This year's report is titled *Charting the Course for the Future*, as this has been a big year of planning and implementation for MCCC. Activities include developing a new Strategic Plan, and developing a new Enrollment Management Plan (the first in the history of the College). The College focused heavily on recruitment and retention, finalized General Education requirements, implemented a millage campaign and working toward another possible attempt, approved the new Shared Governance Model, planned and prepared to install a new sustainable energy HVAC System, and made repairs to several buildings including the Cellar, and the Life Science building. An electronic flipbook version of this report will be posted to the MCCC home page soon.
- C. 3. b. (1) 10. Dr. Jamie DeLeeuw, Coordinator of Research, Evaluation, and Assessment gave an overview of the Fall 2015 Student Profile report. The report contains both numbers and percentages, as well as the change from year to year. Dr. DeLeeuw collected enrollment data from the MACRAO website, which contains information on all the community colleges in Michigan. A copy of this report will be posted on the Institutional Research webpage next week.
- C. 3. b. (2) 11. President Quartey summarized his reports to the Trustees, which he sends every other week. Josh Myers, Randy Daniels, and Dr. Quartey are discussing revisions to the current scholarship system. With partial scholarships, the College can attract more students and generate half of the tuition as well.

President Quartey and staff are also developing an adult recruitment strategy. There is an increasing demand at high schools for direct college. Some schools would like to come onsite and offer more classes. There needs to be more discussion on that topic. This includes some out-of-county schools. The College is still waiting for the HLC report. Dr. Quartey was recently involved in a diversity summit at the University of Michigan. He was the only representative from a community college.

- C. 3. b. (3) 12. Josh Myers, Executive Director of The Foundation, thanked the Board and Dr. Quartey for continuing to provide The Foundation the opportunity to attend College Resource Development every year. Each year he comes back with better mechanics and gets the chance to see what is trending in higher education resource development.

Dr. Quartey commented on America College Promise project, which would offer free community college tuition to students. There is an entire movement by community colleges to make sure that it happen; however, politically, it is not likely to occur any time soon. There is a website with potential sources of federal funding available to community colleges.

- C. 3. b. (4) 13. As part of the shared governance process, the councils and Student Government update the Board at least twice a year. These updates give the Board a chance to hear from the councils to promote improved communication.

President, Jessica Ryder, Vice President, Cole McNew, Liaison, Molly Siedlecki, and Student government member, Emily Cornett gave an update on Student Government activities. Miss Ryder noted that Student Government has 46 members, the largest membership since 1967. Mr. McNew highlighted Student Government's accomplishments this semester, which includes the Monroe County Labor Day Parade, MCCC new student orientation, the "Welcome Back Barbecue," National Student Day, Wizard Vision, JD Eicher "Tunes at Noon," the HLC visit, X-Tech, College Night, "On Wednesday's We Wear Pink," the Whitman Warm-up, and a *Shots Fired* presentation. They also helped decorate downtown Monroe. The group has held 21 events so far this year

- C. 4. b. (1) 14. Chair Bellino read a resignation letter from Trustee Bacarella, effective immediately on November 20, 2015.

Michigan law requires the Board to appoint, within 30 days of official notice of a trustee's resignation or retirement, a replacement trustee for a term until the next regular community college election. The appointments for these vacant seats will expire on December 31, 2016. The next regular election is in November 2016.

Applicants should submit a letter of interest, materials explaining their qualifications for the position of trustee and three references. These application materials must be received by 5 p.m. on December 2, and should be sent or delivered to; Trustee Search, Office of the President, Monroe County Community College, 1555 S. Raisinville Road, Monroe, MI 48161.

Interviews will be conducted in public meetings according to the Michigan Open Meetings Act, and application materials are subject to the Michigan Freedom of Information Act. Final appointment will be made by the full MCCC Board of Trustees at special meeting to be scheduled later.

- C. 4. b. (2) 15. The President requested the Board go into closed session to discuss his evaluation.

A roll call vote was taken as follows:

Aye [6] Joe N. Bellino, William H. Braunlich, James E. DeVries, Lynette M. Dowler, Marjorie A. Kreps, and Mary Kay Thayer

Nay [0]

The meeting went into closed session at 8:19 p.m.

The regular session of the Board of Trustees resumed at 9:05 p.m.

- C. 4. b. (3) 16. *It was moved by Mrs. Thayer and seconded by Dr. DeVries that the Monroe County Community College Board of Trustees extend the contract of President Dr. Kojo A. Quartey for three years and that all other terms of the current contract remain the same for the next three years.*

A copy of the current contract can be found on the MCCC website via this link: http://www.monroecc.edu/finance/PresidentialContract_Quartey.pdf.

A roll call vote was taken as follows:

Aye [5] Joe N. Bellino, James E. DeVries, Lynette M. Dowler, Marjorie A. Kreps, and Mary Kay Thayer

Nay [1] William H. Braunlich

The motion carried.

- C. 4. b. (4) 17. Mr. Braunlich read his letter of resignation from the Monroe County community College Board of Trustees, effective immediately on November 23, 2015 after the meeting.
- C. 4. b. (5) 18. Chair Bellino appointed William H. Braunlich as a Group One Director (MCCC Trustee) to The Foundation at MCCC for the remainder of a 3-year term, expiring December 31, 2017.
- C. 4. b. (6) 19. Chair Bellino appointed James E. DeVries as a Group One Director (MCCC Trustee) to The Foundation at MCCC for a 3-year term, expiring December 31, 2018.
- C. 4. b. (7) 20. Mrs. Thayer reported on the November 13, 2015, College Promise Whitehouse call. Some of the unique proposals will be programs that are driven by Job Training Skills, Grants to Employers, IT and Health Care. Students need to be eligible for the Title IV Equip Experience. The Equip Experience submittal deadline is December 15, 2015. Dual Enrollment Experimental proposals are due February 1, 2016. There will be a webinar in the future with more details.

Mrs. Thayer noted the importance of hiring a grant writer. This individual could write a grant, which includes administrative costs.

- C. 4. b. (8) 21. Chair Bellino noted the upcoming events.
22. *It was moved by Mrs. Thayer and supported by Dr. DeVries that the meeting be adjourned; the motion carried, and the meeting ended at 9:11p.m.*

Respectfully submitted,

Joseph N. Bellino
Chair

James E. DeVries
Secretary

/prd