

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

Whitman Center
7777 Lewis Avenue, Temperance, MI
6:00 p.m., April 25, 2016

Members Present: Joseph N. Bellino Jr., James E. DeVries, Lynette M. Dowler, Edward R. Feldman, Marjorie A. Kreps, Aaron N. Mason, and Mary Kay Thayer

Also Present: Jack Burns Jr., Megan Castiglione, Parmeshwar Coomar, Valerie Culler, Randy Daniels, Jamie DeLeeuw, Rachel Eagle, Austin Eby, Bonnie Finzel-Doster, Andrew Fischer, Jean Ford, Mark Hall, Dan Hamman, Paul Hedeem, Barry Kinsey, Paul Knollman, Eugene Kutz (*The Agora*), Brynn LaBeau, Linda Lauer, Brian Lay, Kim Lindquist, Vinnie Maltese, Molly McCutchan, Josh Myers, Mark Naber, Michele Paled (Monroe County Radio), Tina Pillarelli, Danielle Portteus (*Monroe News*), Kojo Quartey, Dave Reiman, Jim Ross, Kathy Shepherd, Molly Siedlecki, Leah Thomas (*The Agora*), Jim Vallade, Joe Verkennes, Philip Wahr, Suzanne Wetzal, Breanna Whited, Gary Wilson, Linda Wilson, Wendy Wysocki, Grace Yackee, and Penny Dorcey (recording secretary)

1. Chair Bellino called the meeting to order at 6:00 p.m.
- B. 1. a. (1) 2. Chair Bellino polled the audience for delegations. Six community members turned in delegation cards.
- C. 1. a. (1) 3. Former Trustee, Linda Lauer, expressed her concerns regarding the Math Redesign program. She implored the Board to put students first and listen to what they have to say.
- C. 1. a. (2) 4. Alum, Bonnie Finzel-Doster expressed her concerns regarding the Math Redesign program. Mrs. Finzel-Doster stated, "I saw that some students had to take math two or three times. I have always supported the college and its millages, and I will support this millage," however, she believes that the College should not make math "compulsory." She stated, "I feel really strongly that it [math] should not be a necessary thing. There are many trade people from the community and the culinary program who are not using math."
- C. 1. a. (3) 5. Student, Breanne Whited expressed her concerns regarding the Math Redesign program. "I am a first year student here at Monroe County Community College. This is currently my second semester, during my first semester I was enrolled in Math 090. I am excellent when it comes to math but it just takes me a little longer to work on problems... The computer-taught version has negatively affected me by removing my interaction with other students and the teacher. I learn much better in a traditional class setting with work on the board and with examples."
- C. 1. a. (4) 6. Student, Austin Eby expressed his concerns regarding the Math Redesign program. He presented the following data, which was collected from The College. During the past three semesters, Mr. Eby stated, "2,086 students have enrolled in beginning math courses and just only 985 students passed. Only 4 percent of students passed in three semesters and 53 percent failed the course. I know I have spent over \$3,000 in charges for the beginning math courses and only received four credits out of it. Putting these kinds of charges on classes that don't support the student base could be [one of] the factors for the declining enrollment here at MCCC. Personally, I failed 092 once and repeated it, but please realize the cost and frustrations involved in having to re-take a method that simply did not work for me. Students learn differently. I am one who needs all of the benefits of a teacher-taught class: the lectures, the math problems demonstrated on the board, also a question and answer session. I am certain that I would have not only excelled, but also would not have failed 092 in winter of 2015 if I had a teacher-taught course. Again, I request a written response to this petition and thank you again for your attention to this problem."
- C. 1. a. (5) 7. Student, Brynn LaBeau expressed her concerns regarding the Math Redesign program. "I'm in Math 090 for the 5th time. The reason for this is because I have several learning disabilities, one being dyscalculia; the number version of dyslexia. I mix numbers up in my head. This alone makes any math

hard for me.” Miss LaBeau believes a traditional math class with lecture would be helpful to her and easier to comprehend. She stated, “With my personal experiences in this math and with my medical and learning disabilities, I will say a math program like this is beneficial for some students, but [not] for students like me.”

- C. 1. a. (6) 8. Student, Megan Castiglione expressed her concerns regarding the Math Redesign program. She stated that Math Redesign has “impacted the education and collegiate experience of not only the students you see here today but many others on campus as well.” Miss Castiglione said the education is one of her highest priorities; however, her experience “through the curriculum style of the Pearson math course here at Monroe County Community College was less than enjoyable. Yes, college is made to be challenging, stimulating, and insightful – after all, it is ‘higher education’ – but this program is not educating everyone.”

Miss Castiglione describes the Pearson program is lengthy, cumbersome, and frustrating, which slows the learning process. She also says the study plan within the program is confusing. Additionally, often the written tests, online homework quizzes, and the book do not always correlate.

Miss Castiglione remarked that, “Not everyone is comfortable or proficient using new programs or computer software.” She urged the Board to consider creating a solution that allows “for ALL students to learn within the environment that is most comfortable for them.” Opening up a “lecture style beginner math course” will allow incoming students to choose the learning environment option that best suits them, “thus positively impacting their time here at MCCC.”

- B. 2. a. (1) 9. Trustee Feldman requested that item C. 3. b. (4) be moved to the beginning of the agenda. The Board agreed by unanimous consent to move the item.

- C. 3. b. (1) 10. Grace Yackee, Vice President of Instruction, Vinnie Maltese, Dean of Science and Mathematics, and Jamie DeLeeuw, Coordinator of Institutional Research, Evaluation & Assessment, Instruction presented on “Improving Math Retention and Completion via the Emporium Model.” Dr. Yackee explained that the purpose of developmental education is to prepare students for developmental study. The biggest problem with students enrolled in developmental courses is not that they do not succeed in the courses; the problem is that they do not persist through the sequence. To graduate, students must successfully complete MATH 151 or higher. MATH 151 is equivalent to high school algebra 2, which is generally taken by students during their junior year in high school. This is the current minimum high school graduation requirement for Michigan graduates and it meets MCCC’s general education requirement.

Mr. Maltese noted that professional math organizations AMATYC, AMS, ASA, MAA, and SIAM have published an in-depth examination of seven curricular guides that identify common themes in mathematics education. High School math proficiency is down nationwide. All seven guides emphasize “The Status quo [in math education] is unacceptable.” The guides also call for a move away from traditional lecture and advocate using technology to enhance learning. The biggest issues in developmental math are that some students do not have the required materials on the first day of class, they do not do the homework, there is a low success rate for developmental math, and there is a lack of student engagement.

Mr. Maltese summarized the Emporium Model and the six best practices of a successful redesign for the Board. MCCC’s Redesign program is based on the Emporium Model. In Spring 2011, he and several faculty members attended a Redesign Alliance Conference. After reviewing the existing models and course materials they found them to be consistent with MCCC’s course requirements and outcomes. The decision to change to the Emporium Model was faculty driven. In fall of 2011, the mathematics department completed a pilot of one section each of MATH 090, 092, and 151. The follow up data indicated positive results. The Department made changes based on the results of the pilots. Adjunct faculty completed training on the new method, and full time faculty developed a FAQ page for students and posted it on the College website. In the Winter of 2012, the Mathematics Department implemented the Emporium Model for all sections of developmental math. They also developed a common syllabus and a course contract for students.

Benefits to students are that they have deep learning of concepts due to active engagement; they have lower costs if additional modules are completed; they do not start from the beginning if repeating a course; they have a decreased time to completion or they get extra time to complete the course if needed; and they have success in completing the math sequence because they master the concepts.

Benefits to the College include decreased cost for developmental math, the savings of which can be channeled to other areas of need and an increased student success rate in math and increased program or degree completion. With the traditional lecture classes, students could pass with A, B, C, or D level work. The lower grades do not necessarily indicate mastery of the concepts. In the redesign classes, students must earn an A or B to pass the course, which indicates mastery of the concepts.

- B. 2. a. (2) 11. Chair Bellino called for a break at 7:07 p.m.
 B. 2. a. (3) 12. The meeting resumed at 7:13 p.m.
- B. 2. a. (4) 13. The Board agreed by unanimous consent to move item B. 2. a. (7) Retirement Resolution – Gary Wilson before continuing with the Math Redesign presentation.
- B. 2. a. (5) 14. *It was moved by Mrs. Thayer and supported by Mrs. Kreps that the following resolution of commendation for Mr. Gary Wilson be adopted:*

WHEREAS Mr. Gary Wilson has decided to retire from his position as Associate Professor of Art with Monroe County Community College, effective May 31, 2016, and

WHEREAS he has been an outstanding educator at the college for 45 years and an excellent colleague and valued member of the Humanities and Social Sciences Division since 1971, and

WHEREAS he is the developer of MCCC's art history and ceramics curricula as well as other thoughtful and inspiring courses in the field of Art that have included yearly field trips to Chicago and Toronto, and

WHEREAS he has motivated, inspired, and guided thousands of students, as well as encouraged them to become happy and prosperous members of our society, and in many cases working artists themselves, and

WHEREAS he has demonstrated during each of his 45 years a high level of professional expertise and dedication through workshops on this campus, supervision of the College's art collection, service on the Campus and Community Events Committee and on the board of directors for Christians in the Visual Arts (CIVA), numerous courses on study abroad trips, and the design of an entire K-12 art curriculum for a private school in Sydney, Australia, and

WHEREAS he is an outstanding example of a highly talented, "master" educator and artist, as demonstrated in his practical understanding of artistic craft, entering at least seven art shows every summer, earning many commissions for wall reliefs installed in churches, nursing homes, and hospitals in Monroe County, giving workshops and solo exhibits at the Toledo Artists Guild, Bethel College-St. Paul, Bethel College-Mishawaka, Taylor University, Asbury College, Trinity College, and Adrian College, and

WHEREAS he has always been a wonderful example of how a working artist approaches his craft and of the level of dedication required by professionalism, winning many awards including a coveted People's Choice Award and becoming the sought-after on-camera authority in a seven-part film series in London, England, on the subject of God and creativity.

THEREFORE, BE IT RESOLVED that the Board of Trustees recognizes Mr. Gary Wilson for his dedicated service and contributions to his students, our College, his community, and his craft, and

BE IT DECIDED that by the President's recommendation, Mr. Gary Wilson shall hereby be granted faculty emeritus status, and

BE IT RECORDED that the Board of Trustees wishes for Mr. Gary Wilson continued success, health, creative vitality, and happiness on this 25th of April, 2016."

The motion carried.

- C. 3. b. (2) 15. The Math Redesign presentation resumed. Dr. Jamie DeLeeuw, presented data on enrollment trends for MATH at MCCC. Enrollment data and \math enrollment were aggregated for the fall and winter semesters of academic years 2008-09 to 2015-16 to determine trends. The math redesign program began in Winter 2012, making 2010-11 the last year of traditional math. Compared to the 32.4 percent decrease in enrollment, MATH 090 enrollment decreased at a lesser rate (-15.5 percent), MATH 150/092 decreased at a higher rate (-43.9 percent), and MATH 151 decreased at the same rate (-33.2 percent). Enrollment in other college-level math (MATH 154, 156, 157, 162, 164) fared very well (-2.8 percent) relative to enrollment decline. Enrollment, MATH 150/092 enrollment, and the unemployment rate had the same percentile scores across years. Enrollment data is correlational so any factor that varied (e.g. tuition, cut score policy, etc.) may account for enrollment changes.

Dr. Feldman expressed his opinion about the Math Redesign program.

- B. 2. a. (6) 16. Chair Bellino pulled the following items from the consent agenda:

B. 2. a. (2) Authorization for the President to pursue a property levy
 B. 2. a. (7) Retirement Resolution – Gary Wilson
 B. 2. a. (8) Alumnus of the Year – Jacqueline P. Corser
 B. 2. a. (9) College Supporter of the Year – Baker’s Gas and Welding Supplies

- B. 2. a. (7) 17. *It was moved by Mrs. Thayer and supported by Mr. Mason that the following items on the consent agenda items be approved:*

B. 2. a. (1) Approval of the March 28, 2016 and the April 4, 2016 meeting Minutes

B. 2. a. (3) Proposed revision of Policy 11.00, Adjunct Faculty Salary Schedules

B. 2. a. (4) Retirement Resolution – Alex Babycz

WHEREAS, Alex Babycz has decided to retire from his position as Assistant Professor of Construction Management Technology with Monroe County Community College, effective May 5 2016, and

WHEREAS, he is considered an outstanding and caring professor who helped thousands of students earn a livelihood by teaching them in the field of Automotive Service and Construction Management Technology for 28 years, and

WHEREAS, during those 28 years he demonstrated a high level of professional competence, involvement, and dedication through memberships in professional societies, community involvement, and as a LEED Certified Examiner of Green Buildings, and

WHEREAS, he was instrumental in developing and maintaining one of MCCC’s first 3+1 articulation agreements with four-year colleges and universities allowing MCCC graduates of the Construction Management program to transfer credit toward a bachelor’s degree in Construction Management at Eastern Michigan University, and

WHEREAS, he expended considerable time and effort to secure the resources necessary to effectively operate the MCCC Automotive Service and Construction Management Technology programs by securing grants and scholarships, garnering business and industry support, and working to secure employment opportunities for students, and

WHEREAS, he volunteered many hours for service for the betterment of the community including design and/or construction of the gazebo located in downtown Monroe, the finial on Sawyer house, and several handicapped ramps located throughout Monroe County, and

WHEREAS, he was a vital and influential member of many committees at MCCC including the Governance Evaluation Committee Chair and most recently Curriculum Committee, and

WHEREAS, played a vital role in the designing, planning, and advising construction of the Career Technology Center, and

WHEREAS, is a trusted friend and important member of the Applied Sciences and Engineering Technology Division.

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognized Mr. Alex Babycz for his dedicated service and contributions to the College, our students, the community, and

THAT IT BE FURTHER RESOLVED, that by the President's recommendation, Alex Babycz 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, wellbeing and happiness on this April 25, 2016.

B. 2. a. (5) Retirement Resolution – Gregory Leinbach

WHEREAS, Mr. Gregory Leinbach has decided to retire from his position as Professor of Computer Information Systems (CIS) with Monroe County Community College, effective June 18, 2016, and

WHEREAS, he was an outstanding employee of the college for 34 years, and as a dedicated professor developed assorted curriculum, materials, technology and instructional techniques in the field of Computer Information Systems Applications, and

WHEREAS, he served as lead instructor for many courses designed to prepare students for entry into computer fields, including Microsoft Office Applications, Computer Programming, and Introductory Computer Information Systems, and

WHEREAS, he motivated, inspired, and guided thousands of students to become happy, successful, and prosperous members of society, and

WHEREAS, during those years he demonstrated a high level of instructional expertise and dedication to the profession through memberships in professional organizations, participation in conferences, and other activities which advanced his abilities, and

WHEREAS, he served as a vital and influential member of many college committees including Higher Learning Commission Self-Study teams, standing committees - including chairing the Academic Review Committee, special task forces, and hiring committees, and guided numerous program reviews at MCCC, and

WHEREAS, he organized and participated in multiple CIS program advisory board meetings, and

WHEREAS, he is an outstanding example of what a highly talented teacher represents as demonstrated through his classroom preparation and presentation skills and online course development, and

WHEREAS, he was an integral, influential, and valued member of the Business Division for over thirty years.

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Mr. Gregory Leinbach 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. Gregory Leinbach 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 25th day of April, 2016.”

B. 2. a. (6) Retirement Resolution – Barbara McNamee

WHEREAS, Barbara McNamee has decided to retire from her position as Director of Learning Resources at Monroe County Community College, effective March 31, 2016, and

WHEREAS, she has been considered an accomplished director who has effectively organized, monitored, and managed the Learning Resources Center and Learning Assistance Lab for the past 10 years, and

WHEREAS, during those 10 years she has diligently served Monroe County Community College students by helping to create a welcome learning environment rich in resource and service, and

WHEREAS, she has orchestrated the digitization of the collections while utilizing “best practices” and professional judgement, and

WHEREAS, she has assisted many students with research and citation while providing insightful reference expertise, and

*WHEREAS, she has partnered with several clubs and organizations to pursue grants and host informational displays highlighting culture, history, and the arts, and
WHEREAS, she has provided outstanding service to students, colleagues and the community by serving and actively participating on a number of committees, panels, work groups, and advisory teams, and*

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Mrs. Barbara McNamee 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, Barbara McNamee 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 April 25, 2016.”

B. 2. a. (10) Resolution for the Sale of the Hurd Road Property

WHEREAS, THE Patriot Group Construction, LLC has made an offer to the Community College District of Monroe County to purchase the land and all buildings located at 1004 West Hurd Road, and

WHEREAS, the College’s administration, working with legal counsel, has performed due diligence in reviewing the purchase agreement and Commercial Property Lease, and

WHEREAS, the purchaser has agreed to lease back to the College the 6,024 square feet currently being utilized by the College for the Welding Center of Expertise for a period of seven (7) years for zero dollars (\$0.00).

NOW, THEREFORE, BE IT RESOLVED that the Community College District of Monroe County, through its Board of Trustees, authorizes the sale of the 4.74 acres of property on Hurd Road to the Patriot Group Construction, LLC. The President and Chairman of the Board of Trustees are authorized to execute a Purchase Agreement and pertinent legal documents following final approval by legal counsel.”

Dr. Quartey noted that the College conducts some of its welding classes at the Hurd Road welding facility. Administration has made an arrangement with the buyers, Patriot Group Construction, LLC, to purchase the property for \$300,000 and they have agreed to allow MCCC to use the facilities at no cost for 7 years. The College has both a purchase agreement and a lease agreement with the Patriot Group. Administration needs the Board’s approval before they can sign the agreements. Legal counsel has reviewed the purchase agreement twice and Trustee Mason has also reviewed and approved the agreement. After the first seven years, the College has seven additional five-year renewal options with no cost attached. The lease agreement is not yet negotiated, but final negotiations are very close.

- B. 4. a. (1) 19. Dr. Quartey announced that the College will attempt another millage in the

November 2016 elections. This information has been presented to all three Councils for input. This millage is specifically for facilities and technology upgrades. If the Board approves the motion, Dr. Quartey will present the millage language to the Board for approval at the May meeting.

It was moved by Mrs. Dowler and supported by Mrs. Thayer that the Board authorize the President and his administration to pursue a .95 mill property levy for a period of five years on the November 2016 ballot.

A roll call vote was taken as follows:

Yes [7] Dr. Feldman, Mrs. Kreps, Mrs. Thayer, Mrs. Dowler, Dr. DeVries, Mr. Mason, Mr. Bellino
No [0] None

The motion carried.

- B. 4. a. (2) 20. *It was moved by Mrs. Thayer and supported by Mrs. Dowler that the following resolution be adopted:*

WHEREAS, Mrs. Jacqueline Corser is a high-academic achiever, role model for adult learners and innovative business owner in Monroe County whose professionalism, commitment, and direction have made a great impact on the lives of those in the community, and

WHEREAS, she earned a certificate and associate degree in applied science in culinary skills and management in 2013, a bachelor's degree in applied science in 2014 from Siena Heights University in 2014 and is continuing her education at Wayne State University, where she is pursuing a master's degree in career and technical education, and

WHEREAS, she tackled higher education as an adult learner and has been a high achiever throughout her academic career – graduating with honors at both MCCC and Siena Heights and maintaining a 4.0 average in graduate school at Wayne State University – and received a number of scholarships based on her academic achievements at MCCC, and

WHEREAS, she has been employed in the culinary industry for more than 30 years and is co-owner and chef at Public House Food and Drink in Downtown Monroe, an innovative restaurant inspired by classic taverns that serve the community with products from the community, and

WHEREAS, she is an active member of the River Raisin Institute and the MCCC Alumni Association Board at MCCC; and

WHEREAS, she was selected to be featured in the "I AM MCCC" advertising campaign for MCCC that highlights successful alumni via television commercials, billboards, digital ads, mailers and other materials; and

WHEREAS, she possesses a tireless work ethic and is highly dedicated to her profession, the community and MCCC

WHEREAS, she is a woman of great character and integrity who exemplifies the best of Monroe County Community College.

THEREFORE, Be it Resolved, that the Board of Trustees recognizes and congratulates Mrs. Jacqueline Corser on her accomplishments and accolades, and

THAT IT FURTHER BE RESOLVED, that the Board of Trustees honor her with the 2016 Monroe County Community College Alumnus of the Year Award and expresses its sincere gratitude and appreciation on this Monday, April 25, 2016.”

Dr. Quartey noted that Jackie Corser is an MCCC graduate and she serves on the Alumni Board. Mrs. Corser is also part owner of The Public House Food and Drink restaurant in Downtown Monroe.

The motion carried.

- B. 4. a. (3) 21. *It was moved by Mrs. Dowler and supported by Mrs. Kreps that the following*

resolution be adopted.

WHEREAS, Baker's Gas and Welding Supplies was founded by Dodie (Klemz) and Harold Baker in Detroit, Michigan in 1936 on Michigan Avenue across from the old Tiger Stadium, and

WHEREAS, for eighty years Baker's Gas and Welding Supplies has expanded and diversified its business to now serve seven locations in Southeast, Michigan and Northwest Ohio, while remaining a locally owned and operated family business, and

WHEREAS, since 2002 Baker's Gas and Welding Supplies have served Monroe County Community College as a reliable vendor of not only industrial supplies but also valuable expertise that they share willingly and without reservation, and

WHEREAS, owners Gary and Thomas Klemz both attended Monroe County Community College and have remained unwavering supporters of Monroe County Community College, and

WHEREAS, Baker's Gas and Welding Supplies, along with Miller Electric® volunteers countless hours to educating and empowering youth and students through programming and classes hosted by the Applied Sciences and Engineering Technology Division, in addition to sponsoring numerous MCCC events, and

WHEREAS, on June 30, 2014 Baker's Gas and Welding Supplies affirmed its steadfast support for Monroe County Community College through a \$150,000 gift of cash and in-kind equipment to the Realizing the Vision, Powering the Workforce of Tomorrow Capital Campaign. In recognition of this extraordinary generosity, the Monroe County Community College Board of Trustees named the Welding Lab of the Career Technology Center in honor of Baker's Gas and Welding Supplies, and

WHEREAS, Baker's Gas and Welding Supplies continues to grow, thrive, and hire numerous MCCC alumni, and

WHEREAS, Monroe County Community College is indeed fortunate to have a philanthropic partner who is committed to helping expand educational opportunities in our community.

THEREFORE, be it resolved, that the Board of Trustees recognizes Baker's Gas and Welding Supplies as the 2016 College Supporter of the Year in appreciation of their continued support of Monroe County Community College, and its students and public, and for their most generous and public spirited donations, and

THAT IT FURTHER BE RESOLVED, that the Board of Trustees expresses its sincere gratitude on this Monday, April 25, 2016.

Parmeshwar Coomar commented that Baker's Gas and Welding Supplies have been supportive of both the College and the welding lab. They have also been supportive through grant programs and commitment letters, and helped with the submission of the CCSTEP Grant application. Both owners attended MCCC in the past. Mr. Coomar stated that it was fitting to acknowledge the company with this commendation.

The motion carried.

- C. 3. a. (1) 22. President Quartey reported on the following staff appointment and resignation.

Staff Appointment

Allison Gallardo, Financial Aid Assistant – effective, April 4, 2016

Resignation

Kelly Scheer, Administrative Assistant to the Dean of Business – effective, April 8, 2016

- C. 3. a. (2) 23. The board received a note of thanks from Carrie Nartker and family for the flowers and teddy bear sent at the birth of her son, Elliot Roy.
- C. 3. a. (3) 24. The Board received a Statement of General Fund Revenues and Expenses

for the period ending March 31, 2016.

Suzanne Wetzel, Vice President of Administration and Treasurer, reported that revenues and expenses for the 2015-2016 budget are on schedule and consistent with the previous year in regard to percentages to date. Tuition and fee revenues are at \$8.2 million, which is below the estimated \$8.9 million. These revenues are off by about \$500,000 to \$600,000. Administration needs to carefully focus on enrollment as it builds the budget for the upcoming academic year. In March, \$1,299,722.00 was transferred to the 71 fund, as approved at the previous meeting.

- C. 3. b. (1) 25. President Quartey summarized reports to the Trustees, which he sends every other week. Work on the HVAC system continues. The administration is close to completing the lease agreement to share space at the Whitman Center with Spring Arbor. The college is also in negotiations to rent space to the Head Start Program, which will be another source of revenue. Sale of the Hurd Road property is in final negotiations. AJ Fischer, Director of Finances and Parmeshwar Coomar, Dean of the Applied Science and Engineering Technology Division, organized the recent Perkins visit. Dean Coomar noted that the allocation of funds depends on enrollment. MCCC's enrollment is down and the College will receive \$13,000 less than last year. Joe Verkennes, Director of Marketing Communications, and Randy Daniels, Vice President of Student and Information Services, have organized an open house for adult recruitment. The event takes place on May 4, 2015 in the La-Z-Boy Center Atrium.

- C. 3. b. (2) 26. 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 student and employee groups and they promote improved communication.

The Board received an update on Staff Council activities from Rachel Eagle, Administrative Assistant to the Dean of Humanities and Social Sciences and Staff Council Chair. The Council continues to meet regularly and has had no trouble meeting quorum at the meetings. This may be due to a change in meeting day and time.

- C. 3. b. (3) 27. Joe Verkennes, Director of Marketing Communications and Chair of Administrator Council, updated the Board on the activities of the Council, which has met five times this year. Items that have run through the Council include an update on the restructuring of institutional scholarships. All revisions were implemented prior to the April 15 deadline. Mr. Verkennes and his team plan to conduct an analysis of the status of scholarships since the implementation of the changes. In January, the Administrator Council received a *Request for Input* from the Governance Evaluation Committee regarding 'non-voting membership' on standing committees for faculty. The Administrator Council supported the proposal, which was withdrawn afterwards, pending completion of faculty negotiations. In February, the Council received an update on the status of the HVAC system. In March, the Council considered a *Request for Input* on the Enhancement Grants program. The Council recommended that, even though the funds were low, The Foundation should disburse the monies they had. In April Dr. Quartey and Jack Burns, Jr. presented the 2016 Millage Plan.

- C. 3. b. (4) 28. Chair Bellino commented that the "Culinary Clash" was a great success. Josh Myers, Executive Director of The Foundation, reported that his office is still working on the revenues and expenses from the event, but expects about \$10,000 to be split between The Foundation and the River Raisin National Battlefield Foundation.

- C. 3. b. (5) 29. Barry Kinsey, Director of Workforce Development, Corporate and Community Services, summarized the 2016 Career and Opportunity Expo. There were 66 employers and four educational/service providers represented at the event. Total job seekers attending was 327, five of which were veterans.

Next year, Mr. Kinsey plans to attract attendees to register for college while at the event. A tour of the Career Technology Building will also be included. The County school superintendents encourage and support the Career Expo. Mr. Kinsey also summarized the employer evaluation. Overall, employers were very pleased although a few were concerned that the number of high school students in attendance were a distraction.

- C. 4. b. (1) 30. The Board received the Writing Across the Curriculum Annual Report

2014-2015. Chair Bellino complimented the Writing Fellow program and encouraged everyone to read the report and learn about this important service the College provides to its students

C. 4. b. (2) 31. A Board Study meeting is scheduled for June 6, at 5:00 p.m. in the Board of Trustees room, Z-203

C. 4. b. (3) 31. Chair Bellino appointed the following committee to revise the Board Self-evaluation instrument:

Board Self-Evaluation Committee

Joseph N. Bellino

Marjorie A. Kreps

Aaron N. Mason

C. 4. b. (4) 32. Chair Bellino noted the upcoming events.

33. *It was moved by Mrs. Thayer and supported by Mrs. Dowler that the meeting be adjourned.*

The motion carried and the meeting ended at 9:00 p.m.

Respectfully submitted,

Joseph N. Bellino
Chair

James E. DeVries
Secretary

/prd