

MINUTES OF THE FIVE HUNDRED FIFTIETH  
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., April 27, 2015

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

Also present: Bonnie Boggs, Jack Burns, Peter Coomar, Valerie Culler, Randy Daniels, Jamie Deleeuw, Alice Dewey, Jean Ford, Mark Hall, Judith Hamburg, Dan Hamman, Jeff Harbaugh, Paul Hedeem, Mike Jacobs, Barry Kinsey, Paul Knollman, Natalie Lake, Brian Lay, Denice Lewis, Vinnie Maltese, Molly McCutchan, Barbara McNamee, Josh Myers, Carrie Nartker, Tina Pillarelli, Danielle Portteus (Monroe Evening News), Jim Ross, Lana Shryock, Paul Shryock, Tim Schumacher, Cathy Spearing, Joe Verkennes, Tracy Vogt, Suzanne Wetzel, Grace Yackee, and Penny Dorsey (recording secretary)

1. Chair Bellino called the meeting to order at 7:00 p.m.
2. *It was moved by Mrs. Kreps and supported by Mr. Braunlich that the minutes of the regular meeting of March 23, 2015 and the special meeting of April 7, 2015 be approved as presented.*

The motion carried.

3. Judith Hamburg of Temperance Michigan voiced concerns over the possible closing of the Whitman Center. The Whitman Center is a valuable piece of property and it is paid for. Students love it and staff enjoy working there. She appealed to the Board to consider increasing the number of classes at the South Campus. Mrs. Hamburg also suggested talking to area high school students to help increase enrollment. She implored the Board to continue their fine work and keep the Whitman Center open. Twenty eight percent of Bedford residents have not recovered from the poor economy of the past few years. Closing down could cost the college \$2,000,000 in revenue and would devastate the community

- B. 3. a. (1) 4. *It was moved by Mrs. Thayer and seconded by Mr. Braunlich that the 2014-2017 Monroe County Community College Strategic Plan be adopted with revisions.*

The motion carried.

- B. 3. a. (2) 5. *It was moved by Mrs. Thayer and seconded by Mr. Braunlich that Policy 1.60, MCCC Mission Documents, be adopted as presented."*

The motion carried.

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

*Susan Byrnes, Coordinator of Financial Aid Operations  
One-year Probationary Contract  
Effective April 1, 2015 to March 31, 2016.*

The motion carried.

- B. 3. a. (4) 7. *It was moved by Mr. Braunlich and seconded by Mr. Bacarella that the following resolution of commendation for Ms. Lana Shryock, be adopted:*

*WHEREAS, Ms. Lana Shryock has decided to retire from her position as Professor of Computer Information Systems with Monroe County Community College, effective May 2, 2015, and*

*WHEREAS, she has been an outstanding employee of the college for 22 years, and as a dedicated professor developed innovative, unique and cutting edge curriculum in the field of Computer Information Systems Applications, specifically shepherding a new era in computing education by bringing 9 new programs and 16 new courses to the College in 1999-2000, and*

*WHEREAS, she has developed relationships, motivated, inspired, and guided thousands of students to become happy, successful and prosperous members of our society, and*

*WHEREAS, during those years she has demonstrated a high level of professional expertise and dedication through numerous memberships in professional organizations, participation in conferences, and other activities which advance her abilities, and*

*WHEREAS, she has always been a vital and influential member of many college committees including HLC Self-Study teams, standing committees - chairing the Curriculum Committee, special task forces, and hiring committees, and has guided numerous program reviews at MCCC, and*

*WHEREAS, she organized and lead multiple active and important program advisory boards in the CIS programs areas, and*

*WHEREAS, she is an outstanding example of what a highly talented, “master” teacher represents as demonstrated through her classroom preparation and presentation skills, and online course development, and*

*WHEREAS, she has always been a wonderful example of style and professionalism, always projecting an image to be emulated by her students, and*

*WHEREAS, she has been a wonderful friend, influential and valued member of the Business Division for over twenty years,*

*THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Ms. Lana Shryock 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, Ms. Lana Shryock 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, wellbeing and happiness on this 27th day of April, 2015.”*

The motion carried.

- B. 3. a. (5) 8. *It was moved by Mr. Bacarella and seconded by Dr. DeVries that the following resolution of commendation for Ms. Bonnie Boggs, be adopted.*

*WHEREAS, Ms. Bonnie Boggs, BS, RRT, has decided to retire from her position as Director of Respiratory Therapy effective June 30, 2015, and*

*WHEREAS, she has served as the program’s director since its inception in 1981, and*

*WHEREAS, she has developed and maintained a curriculum that is associated with outstanding success for hundreds of students in the field of respiratory care, many of whom continue to provide excellent patient care to citizens in the surrounding area, and*

*WHEREAS, she has been instrumental in maintaining full program accreditation through the Commission on Accreditation for Respiratory Care (CoARC), and*

*WHEREAS, she has created and supervised the cardiopulmonary resuscitation training program on campus, offered to countless health occupation students and professionals in and around the Monroe County area, and*

*WHEREAS, she has created and facilitated the popular “Dissection Program,” an impactful service-learning project for respiratory therapy program students aimed at educating Monroe County youths on the impact of smoking and respiratory health, and*

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

*WHEREAS, based on her outstanding service in the area of respiratory therapy education, she has received the “2013 Lifetime Member Award” through the Michigan Society of Respiratory Care, and*

*WHEREAS, due to her leadership and passion for teaching, the MCCC Respiratory Therapy Program has received the “Distinguished RRT Credentialing Success Award” for outstanding student achievement on the registry exam and meeting or exceeding accreditation thresholds, and*

*WHEREAS, she has served as a leader and mentor for many on campus, serving as an active member of many college committees and fulfilling the role of interim dean within the Health Sciences Division, and*

*WHEREAS, she has worked diligently to advance the Respiratory Therapy Program and its students within the community and profession, and*

*WHEREAS, she has remained a consummate supporter of the interests of students at Monroe County Community College, dedicating countless hours advising, counseling, and supporting them in their successes, and*

*WHEREAS, she is highly regarded for her unwavering dedication to the success of Monroe County Community College as an institution of higher education.*

*THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Ms. Bonnie Boggs 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, Ms. Bonnie Boggs shall be hereby 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, April 27, 2015.”*

The motion carried.

- B. 3. a. (6) 9. *It was moved by Mr. Bacarella and seconded by Mrs. Dowler that the following resolution of commendation for Mrs. Cheryl Kehrer, be adopted.*

*WHEREAS, Cheryl Kehrer has decided to retire from her position as Professor of Counseling with Monroe County Community College, effective May 31, 2015, and*

*WHEREAS, she has long been considered an exemplary counselor who has effectively advised, mentored, and established outstanding rapport with students for the past 29 years, and*

*WHEREAS, during those 29 years she has effectively served as the College liaison to the Monroe County High School Counselors Association by creating lasting professional connections with the K-12 districts throughout Monroe County and surrounding area, and*

*WHEREAS, she has diligently served as the Phi Theta Kappa, Tau Omicron advisor by promoting and honoring academic excellence with community colleges throughout the nation by organizing and holding elegant initiation ceremonies to recognize the College’s best and brightest, and*

*WHEREAS, she has helped many students attain gainful employment while providing insightful expertise by developing and delivering mock interviews and reviewing resumes on an individual basis and/or in two-day presentations, and*

*WHEREAS, she has annually developed a comprehensive list of activities, outcomes, and successes to share while recruiting students at high schools, employment and college fairs, and local and regional events, and*

*WHEREAS, she has provided outstanding service to students, colleagues and the community by serving and actively participating on a countless number of committees, panels, work groups, and advisory teams, and*

*THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Mrs. Cheryl Kehrer 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, Cheryl Kehrer 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 27, 2015.*

The motion carried.

- B. 3. a. (7) 10. *It was moved by Mr. Bacarella and seconded by Mrs. Dowler that the following resolution of commendation for Mr. Donald Kehrer, be adopted.*

*WHEREAS, Donald Kehrer has decided to retire from his position as Assistant Professor of Automotive Engineering Technology with Monroe County Community College, effective May 31, 2015, and*

*WHEREAS, he has long been considered an outstanding and caring professor who has taught and developed excellent curriculum in the field of Automotive Engineering Technology for 37 years and helped hundreds of students earn a livelihood by teaching them the science of Automotive Engineering Technology, and*

*WHEREAS, during those 37 years he has demonstrated a high level of professional competence, involvement and dedication through memberships in the Society of Automotive Engineering (SAE), and*

*WHEREAS, he expended considerable time and effort to secure much needed resources for the College including donated equipment and supplies, grants and scholarships, and business and industry support, and*

*WHEREAS, he has been a vital and influential member of many committees at MCCC including, and most recently, the Academic Review Committee, and*

*WHEREAS, he has been a trusted friend and important member of the Applied Sciences and Engineering Technology for 37 years,*

*THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Mr. Donald Kehrer 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, Donald Kehrer 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 27, 2015."*

The motion carried.

- B. 3. a. (8) 11. *It was moved by Mr. Bacarella and seconded by Mr. Braunlich that the following resolution of commendation be adopted:*

*WHEREAS, Dr. Carrie Nartker, professor of English, has been an outstanding member of the Monroe County Community College faculty since joining the Humanities and Social Sciences Division in 2006, and has shown exemplary service to the college and distinction in her chosen field, and*

*WHEREAS, she is a 1996 graduate of Monroe County Community College and continued her education, later earning a bachelor of arts in English and a master of arts from the University of Toledo, as well as a doctorate in English literature with a cognate in gender studies from Wayne State University, and*

*WHEREAS, as a student at MCCC she was highly involved in student support services, serving as a supplemental instruction leader and a Writing Fellow, and*

*WHEREAS, she has consistently taught a full course load of classes including Creative Writing, Women’s Studies, English Composition and Developmental English, all while serving as a vital force in her academic division in curriculum development and providing critical direction in the developmental education program at MCCC, and*

*WHEREAS, in addition to serving on the Developmental Education Committee at MCCC, she also served on the Higher Learning Commission Accreditation Subcommittee for Criterion Two, “Preparing for the Future,” and*

*WHEREAS, for the last eight years, she contributed her time and energy, including the last five as co-chair, to the community’s highly successful “One Book, One Community” program, which promotes the value of reading by recommending a compelling book that links community members in a common conversation through readings, group discussions, programs and other events, and*

*WHEREAS, she possesses a tireless work ethic, is highly dedicated to both her profession and the community, and 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 Dr. Carrie Nartker on her accomplishments and accolades, and*

*THAT IT FURTHER BE RESOLVED, that the Board of Trustees honor her with the 2015 Monroe County Community College Alumnus of the Year Award and expresses its sincere gratitude and appreciation on this Monday, April 27, 2015.*

The motion carried.

- B. 3. a. (9) 12. *It was moved by Mr. Bacarella and seconded by Dr. DeVries that the following resolution of commendation be adopted:*

*WHEREAS, Fluid Equipment Development Company (FEDCO) was founded in Monroe, Michigan in 1997 to develop new fluid machinery to reduce the cost of reverse osmosis desalination. The results included patented concepts, highly integrated design, superior production software, and sophisticated manufacturing processes, which culminated into several lines of energy recovery turbines and high-pressure feed pumps uniquely suited for seawater reverse osmosis desalination, and*

*WHEREAS, Mr. Oklejas represents a new generation of entrepreneurs – following in the footsteps of the founders of world-class ventures such as La-Z-Boy and Monroe Auto Equipment – who exhibit an unwavering dedication to the Monroe community, and*

*WHEREAS, FEDCO and its founder and president Eli Oklejas are steadfast supporters of Monroe County Community College, demonstrating a vision for the future that begins with an educational foundation, and*

*WHEREAS, Mr. Oklejas and FEDCO have invested in Monroe, not only through machinery and facilities, but also through the promotion of education, believing that it is the longest and most important investment his company can make, and*

*WHEREAS, on April 30, 2014 FEDCO affirmed its steadfast support for education by endowing the FEDCO Science & Technology Scholarship with an initial gift of \$20,000. FEDCO has pledged an additional \$100,000 over the next four years to grow the scholarship. This scholarship will benefit at least two students per year enrolled in the Applied Science and Engineering Technology Division in perpetuity, and*

*WHEREAS, the North Wing of the MCCC Career Technology Center is named in honor of FEDCO in recognition of a generous \$80,000 gift to the Realizing the Vision, Powering the Workforce of Tomorrow Capital Campaign, and*

*WHEREAS, in 2013 FEDCO donated a Z Corporation ZPrinter 450 3D printer, and routinely supports other various events and activities at MCCC through generous corporate sponsorships, and*

*WHEREAS, FEDCO 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 Fluid Equipment Development Corporation, and Eli Oklejas as the 2015 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 BE FURTHER RESOLVED, that the Board of Trustees expresses its sincere gratitude on this Monday, April 27, 2015.*

The motion carried.

C. 2. a. (1) 13. Note of thanks from the Warren Gruber family for the floral arrangement sent at his passing.

C. 3. a. (1) 14. Dr. Quartey reported the following staff appointment and retirements:

Staff Appointment

Susan Byrnes, Coordinator of Financial Aid Operations – effective, April 1, 2015

Retirements

Cheryl Kehrer, Professor of Counseling – effective, May 31, 2015

Donald Kehrer, Assistant Professor of Automotive Engineering Technology – effective, May 31, 2015

C. 3. a. (2) 15. Thank you note from Mike D’Haene for the memorial sent at the loss of his father, James D’Haene.

C. 3. a. (3) 16. Suzanne Wetzel, Vice President of Administration, reported that the final monthly report and reimbursement request for the Career Technology Center was submitted to the State of Michigan today. Of the \$17 million project cost, all but \$8,460 was spent on the new facility.

On April 2, the Tax Anticipation Note was paid off. The interest paid on the \$2 million note was \$9,770.78. At this time, tuition and fees revenues are under budget by approximately \$640,000; however, spring and summer tuition and fee revenues are not yet complete.

C. 3. b. (1) 17. President Quartey summarized his reports to the Trustees, which he sends every other week. The Higher Learning Commission visit is coming up. Dr. Grace Yackee, Vice President of Instruction, noted that a team of five will be coming for a comprehensive visit on October 19 and 20. MCCC participates in the Standard Pathways method of accreditation. The HLC team will be looking at all five criteria, 1) mission; 2) integrity, 3) teaching and learning – quality resources and support, 4) teaching and learning – evaluation, and resources, and 5) planning and institutional effectiveness. This visit is a mid-cycle visit. MCCC has a 10-year accreditation through 2019/20.

Dr. Quartey noted that enrollment is down. Mark Hall and Joe Verkennes are heading a task force and have created a program called “Enrollment Triage.” Mr. Verkennes gave an overview of “Enrollment Triage” which will target students enrolling for the Fall 2015 semester. The campaign will include multiple post card mailings, phone calls, emails and possibly text messages. There are five target populations, 1) students who have not transferred or reenrolled, 2) students who have applied for admission but have not registered, 3) students who have submitted their ACT scores but have not applied, 4) students who have sent their FAFSA information to the College but have not applied, and 5) All high school juniors and seniors. The task force is also collecting information on made through the College website. Dr. Quartey said that enrollment is slightly down from this time last year and we have never had an enrollment management plan in place before.

President Quartey reported on the recent American Association of Community Colleges (AACC) Conference in San Antonio, Texas, April 17-20. MCCC was one of two colleges to be invited to present on “Lessons Learned – The First Year” to new presidents. He also co-presented on “Succession Planning” with Dr. Randall R. Miller of Wayne County Community College.

President Quartey talked about the tactic of job shadowing as a part of the Working Tactical Implementation Plan. Most Board members have shadowed faculty at least once and some have done so more than once. Dr. James DeVries participated in shadowing instructors who are teaching Direct College at Monroe High School. Dr. Quartey went on to mention Jonathan Brown, one MCCC’s Upward Bound Graduate, Monroe County Middle College graduate and a dual enrolled student through Direct College as well. Mr. Brown was recently “accepted to Harvard, Yale, Princeton, Massachusetts Institute of Technology, the University of Michigan, Case Western Reserve University and the University of Toledo.”

- C. 3. b. (2) 18. Jack Burns, Director of Facilities and Planning, gave a thorough presentation on building improvements, specifically the heating and cooling systems at the College. The cooling and ventilation systems must be addressed immediately while the heating system has a little time left. Addressing all three systems at once would save some work and expense. Mr. Burns explained both the conventional option and the geothermal option. A benefit of the geothermal option is that the lifetime of the equipment is double that of a conventional system. A special meeting of the Board is scheduled for May 4, 2015 at 6:00 p.m. to further discuss and vote on the next steps for this project.
- C. 3. b. (3) 19. Barry Kinsey, Director of Workforce Development, gave a brief report on the Fifth Annual Career & Opportunity Expo on March 27, 2015. Of 298 participants, 20 were veterans. One hundred-one of the participants were affiliated with MCCC. The three areas with the highest representation were nursing/healthcare, business/accounting, and criminal justice. There are some reports from people who have already found jobs as a result of the expo. Barry and his group also worked with Monroe High School’s Career Technology Education students. Forty of those students came to the expo, as many of them will be going straight into the workforce or working part-time while attending college. The Career and Opportunity Expo is also a great place for faculty to recruit people to serve on their advisory committees.
- C. 4. b. (1) 20. The Board Study Meeting for the budget is set for Monday, June 1, 2015, 5:00 p.m., in the Board of Trustees Room, Z-203
- C. 4. b. (2) 21. The Board Self-evaluation Study Meeting will be rescheduled for a date in July, day and time to be announced.
- C. 4. b. (3) 22. Mrs. Thayer spoke about the March 26, 2015 Whitman Center Advisory Committee meeting. She noted that fellow Board members Lynette Dowler and Marge Kreps also serve on the committee board. A few classes ran at the Whitman Center during the spring of last year and it was open for registration and advising during the summer. The plan is to keep the campus open again this spring and summer. Jane Clevenger is the new full-time Whitman Center Administrative Assistant. The advisory committee is working with Joe Verkennes to place new directional road signs to the Whitman Center throughout the county. When looking at revenues from the Whitman Center the College must also look at State appropriations and that 50 percent of students that attend the center only attend classes there, they do not come up to main campus. Degree completion is the key and enrollment management will help. Completion is based on the Integrated Postsecondary Education Data System (IPEDS) Federal Completion Rates. The next Whitman Center Advisory Committee meeting is scheduled for May 11, at 6:30 p.m.
- C. 4. b. (5) 23. Chair Bellino noted the upcoming events. President Quartey announced that the *March of Dimes, March for Babies* is scheduled for Sunday, May 3, 2015 at 11:00 a.m. on MCCC’s main campus.
- C. 4. b. (6) 24. Barry Kinsey, Director of Workforce Development add that the 5<sup>th</sup> Annual Career and Opportunity Expo is scheduled for this Friday, March 27, 2015 in the Gerald Welch Health Education Building, from 10:00 a.m. to 1:00 p.m.
25. *It was moved by Mr. Bacarella and supported by Mr. Braunlich that the meeting be adjourned.*

The meeting adjourned at 9:03 p.m.

Respectfully submitted,

Joseph N. Bellino Jr.  
Chair

James E. DeVries  
Secretary

/prd

These minutes were approved at the May 18, 2015 regular meeting of the Board of Trustees.