

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

Board of Trustees Room Z-203  
La-Z-Boy Center  
6:00 p.m., November 25, 2019

Present: William T. Bruck, Florence Buchanan, Lynette M. Dowler, Steven Hill, Krista Lambrix, and Aaron Mason

Not Present: Mary Kay Thayer

Also Present: Bettina Bartolo (student), Jack Burns Jr., Kevin Cooper, Valerie Culler, Randy Daniels, Olivia Harrington (student), Matt Hehl (Cooley, Hehl, Sabo & Calkins), Kelly Heinzerling, Barry Kinsey, Brian Lay, McKenzie Lamour (student 6:17 p.m.), Jerry Lawson (student), Kim Lindquist, Joshua Myers, William Pickard, Tina Pillarelli, Kojo Quartey, Ryan Rafko, Dave Reiman, Jim Ross, Linda Torbet, Joe Verkennes, Tracy Vogt, Suzanne Wetzal, Quri Wygonik, CJ Wysocki, Wendy Wysocki, and Penny Dorcey (recording secretary)

Excused: P. Coomar, A. Fischer, G. Yackee

1. Chair Dowler called the meeting at 6:00 p.m.
  2. There were no delegations present.
- B. 2. a. (1) 3. *It was moved by Mr. Hill and supported by Ms. Lambrix, that the following items on the consent agenda be approved:*
- B. 2. a. (1) Approval of the minutes of the October 28, 2019 regular meeting of the Board of Trustees
  - B. 2. a. (2) Recommendation of Group Three Directors

*The MCCC Board of Trustees moved to approve the following individuals for appointment as Group Three Directors (Directors at Large) pursuant to Section 5.4 of the Bylaws of The Foundation at Monroe County Community College:*

*Three-Year Terms Expiring December 31, 2022*

*Alan G. Barron  
Victor S. Bellestri  
Marjorie McIntyre Evans  
Molly Luempert-Coy  
Susan R.S. Miller  
Rosemarie Walker  
Laurence Wilson.”*

- B. 2. a. (3) Proposed Policy Revision – Policy 6.04, Designated Depository for College Funds
- B. 2. a. (4) Proposed Policy Revision – Foundation Policy 1.90, Mission, Vision, and Values Statement
- B. 2. a. (5) Proposed Policy Revision – Policy 1.69 Naming Opportunities
- B. 2. a. (6) Proposed Policy Revision – Policy 3.18, Student Employee Wage Rate
- B. 2. a. (7) Authorization for a Special Liquor License

*The Board moved that Monroe County Community College, in accordance with MCCC Policy 6.21 and Procedure 6.21 (a), apply for a Special License from the Michigan Liquor Control Commission (MLCC) to serve alcohol in conjunction with the following special event which will be held as indicated:*

*Battle of the River Raisin Commemoration/Battle of the Wines – January 17, 2019; 5:30 p.m. - 8:30 p.m. – the La-Z-Boy Center.”*

The motion carried.

- B. 4. a. (1) 4. *It was moved by Mr. Hill and supported by Mr. Mason that the following resolution of commendation for William Pickard be adopted:*

*WHEREAS, Mr. William Pickard, has decided to retire from his position as General Maintenance Worker with Monroe County Community College, effective January 24, 2020, and*

*WHEREAS, for 37 years, he has been considered an outstanding employee who has helped to foster an excellent maintenance program in the Physical Plant, and*

*WHEREAS, he earned his Associate of Science degree from Monroe County Community College in 2007 and has obtained a variety of licenses and certifications relevant to his areas of expertise which have proven invaluable to the upkeep and operations of the College's buildings and grounds, and*

*WHEREAS, he served as the first custodian/groundskeeper at the Whitman Center, helping to develop processes and procedures to ensure that the facility meets the College's high standards for its facilities and grounds care, and*

*WHEREAS, he has served as a mentor, role model and trainer for his co-workers and has helped foster a high level of professionalism within the maintenance staff, and*

*WHEREAS, he has continually demonstrated his commitment to the College mission and dedication to our faculty, staff, and students by serving on committees and task forces such as the Campus Development Committee, Health and Safety Committee, Student Welcome Group, and numerous hiring committees, and he has donated the proceeds from the sale of his homegrown fruits and vegetables to various College scholarship funds to help students realize their educational dreams.*

*THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Mr. William Pickard, for his dedicated service and contributions to the College, our students, and the community, 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, November 25, 2019.*

Chair Dowler and Trustee Thayer thanked Mr. Pickard for his service to the College.

Mr. Pickard remarked that it has been a pleasure to work with and help the people at the College. He said that he's made a many friends and has had the opportunity to see countless young people grow up.

The motion carried.

5. The Board agreed by unanimous consent to move item C. 3. b. (2) forward in the agenda.
- C. 3. b. (2) 6. The Board received an update on the Spring 2019 Study Abroad trip from Wendy Wysocki, Professor of Business, Economics and Global Studies Coordinator.

Ms. Wysocki stated that she led the recent trip in May, which included 37 students and community members who visited the British Isles and Ireland. Four instructors accompanied the students including herself, David Reiman, Professor of Business, Therese O'Halloran, Assistant Professor of Art, and Edmund La Clair, Assistant Professor of History. Ms. Wysocki introduced the following students who were in attendance, Bettina Bartolo, her husband Jerry Lawson, and Olivia Lawson.

Ms. Wysocki presented a slide show and explained that their group used EF College Tours for their trip. Alec was their group leader from EF Tours. Their bus driver, Steven Quinn, was very helpful and taught them a little bit of Gaelic while they were on their trip, which was a great opportunity to get to know a little of the culture of Ireland.

In terms of transportation, the group flew to Ireland, and then took a bus tour of Ireland and then took a ferry across to Wales, where they rode another bus around

before taking a train to Edinburgh. Professor O'Halloran, who is from Ireland, took the group to Kilkenny, an art design area with which she is familiar. Olivia Harrington, student, remarked, "This trip did so much for me and showed me a lot of things I didn't really know about myself. At first I felt nervous because I didn't really know anybody...I didn't want to come home. This was the best experience by far that I could have asked for."

Ms. Wysocki explained that they had a mix of community members and students, but that everyone was registered for a class. It was a nice mix of people of varying ages. She noted that Jerry Lawson, a community member, was the group's primary photographer. Some of his pictures are featured in the latest MCCC Annual Report. Ms. Bartoloa said that as community members, she and her husband really enjoyed spending time with the young people. At first she was a little nervous about the young people, and they had curfews, which she had mixed feelings about, but there was not a time that they even came close to breaking the curfew because they were so exhausted. She remarked, "These students were awesome!" They tracked their steps during the trip and had well over 10,000 steps every day. Their typical day ran from 8:00 am through 9:00 p.m. The group had eight community members, the rest were students.

Professor Wysocki described how the group learned to navigate the Metro in London, which was a unique experience. They fit in homework whenever they could, but the train was an overbooked train that was standing room only. Community member and business owner, Jerry Lawson pointed out that in London, there is no texting allowed at in vehicles for drivers or passengers. Breaking that law is punishable by large fines and possible jail time. He stated that learned several things to help with marketing his business while there. Mr. Lawson also mentioned that this was the "best group of kids I've ever, ever worked with. They were very well behaved and very well organized while there. I can't say enough about them. They represented the college very well over there."

Ms. Wysocki went on to explain that their tour guide does a lot of these tours, but he's also one of the founding members of the Global Citizenship Academy, a program they are trying to start for students in their "gap" years between high school and college when they take a year and do international travel. The MCCC group made a group donation to this organization and are now listed as part of the founding members.

Ms. Bartoloa reported that the study abroad group was gone for a total of fourteen days. Their longest stay was in London for five days. She said this was a great trip, they learned how to get around on the Tube, and she felt safe everywhere. She felt the young adult students were very conscientious about keeping up with the older adults. Miss Harrington said that while in London they had a free day during which she and a few students went to Wimbledon on their own and figured out the Tube on their own. David Reiman, Professor of Business, related that he went on a study abroad trip as a sophomore in college and it is still one of the most memorable experiences of his life. When he had an opportunity to go as a faculty member, he "jumped" at the chance and he is so glad that he did. Professor Reiman hopes that some of the students remember this trip the way he remembered his first trip. Mr. Reiman read a letter from student, Alyssa Masserant, who could not attend the Board meeting. Mr. Reiman read, "Going on the 2019 Study Abroad Trip to the British Isles was one of the best decisions I've made. Before the trip, I had no idea what to expect, but I was reassured by all the organization that went on planning the trip that would be a great trip. Overseas I was able to learn many new things, the places we visited along with the culture. It's one thing to learn about this in a history book, but when you're there in person it makes so much of a difference. I was able to meet so many new people and connect with them. One of the things that this trip helped me with was declaring a major. I was introduced to a lady who gave me insight about her own experience and from that I was able to learn what I wanted to do in my life. Studying abroad is something that everyone should do if they are able to have the chance. You get to meet new people, you get to gain independence, and lastly, you get to explore a new country."

Student McKenzie Lamour, said the trip was a great experience and one of her favorite and most memorable from attending MCCC for two years. She stated, "It really helped me develop my own independence and I also took Ms. Wysocki's International Business and Marketing class. It really made me excited about my major in marketing communication. It was a great trip. I love it"

Professor Wysocki explained that one of the things EF does is to offer specific curriculum based activities for their trips. The MCCC group attended a small pop up called Paint Jam, which was a nice activity for the group.

Ms. Wysocki thanked the Board for allowing the study abroad group to present to them.

6. The Board agreed by unanimous consent to move item number C. 3. a. (6) forward in the agenda.
- B. 4. a. (2)
7. Suzanne Wetzel, Vice President of Administration/Treasurer, mentioned that the Board Audit Committee met with accountant, Matt Hehl, AJ Fischer and herself on November 11<sup>th</sup>. She Thanked Mr. Hehl and his staff, as well as Mr. Fischer and his staff for all of their hard work. Ms. Wetzel noted that once again MCCC had a clean, successful audit.

Mr. Hehl thanked the Board for allowing him to be here on behalf of his firm, Cooley, Hehl, Sabo and Calkins. He also thanked the staff, Mr. Fischer and Valerie Culler for their assistance with the audit. He noted that this was truly a “well prepared audit.” Mr. Hehl explained that auditors try to find errors as well as way for improvement. Mr. Hehl reported that he went into great detail with the report when he met with the Board Audit Committee. For the Board meeting, he will summarize that report. The audit is broken into three pieces; the financial statements, the federal awards, and the required communications. The required communications are located in the back of the report and consist of general comments, points that the auditors are required to go through, which they did with the audit committee. There were no inconsistencies or material weakness noted.

The Independent Auditor’s Report letter on page one contains the firm’s opinion on the financial statements and related notes (listed in the table of contents), and it is an unqualified, or complete, opinion. *The Management’s Discussion Analysis (MDA)* begins on page four. Simply put, this is management’s overview of the audit. It is written in more layman’s terms and is the least technical part of the report. The *Statement of Net Position* on page five, is a three-year comparison in condensed version, or quick view. The net position at the bottom of the page is the College’s retained earnings (fund balance). That fund has increased over the prior year. The prior year took a “shot” because of some of the new auditing requirements as they pertain to pension obligations. Assets, liabilities, and net position have all increased.

As noted on page six, assets increased year over year. The working capital to cover those expenses increased. The liability increase was a combination of the debt and the increase in the pension obligation. In all, the net position moving up is positive.

The College’s *Statement of Revenues, Expense, and the Changes in Net Position* (i.e. MCCC’s income statement) is summarized on page 7. Operating revenues (what the College actually charges for services, such as tuition) stayed relatively stable. Expenses show a slight increase, and the non-operating revenues stayed stable as well. In the end, MCCC has an increase of \$4 million in its net position.

Mr. Hehl summarized how all this information is broken down. The chart on page eight shows a breakdown of revenues by source. Mr. Hehl noted that that the revenues by source, property taxes, equate to roughly 50 percent of MCCC’s revenues. When looking at operating vs non-operating revenue (tuition received versus revenues from outside sources), 75 percent of those revenues are coming from the outside and 25 percent come from tuition. Property taxes and outside sources play a major role in keeping tuition down for students.

The operating revenues on page nine, are a combination of tuition and fees (73 percent), the auxiliary/bookstore (10 percent), and then federal grants (13.3 percent). Student tuition and fee revenue decreased by 3.7 percent or \$267,000 in comparison to the prior year. Grants increased and auxiliary revenue was down.

Operating expenses include all expenses necessary to operate the college. They are broken down by function in a pie chart (page 10). Operating expenses increased by \$3 million, largely due to depreciation. Wages and salaries only increased about 2 percent. Wages and fringes are distributed amongst the various categories in the chart.

Non-operating revenues (page 11), represent all revenue sources that are primarily non-exchange in nature (state appropriations (24 percent), property tax revenue (63 percent), Pell Grant revenue (11 percent), and investment income (2 percent)). Property taxes increased \$564,000, or 3.2 percent, from the prior year due to increased property values. State appropriations decreased 3.8 percent, a reduction of \$276,000. The appropriations included \$1.4 Million for the MPSERS Unfunded Actuarial Accrued Liability due to PA 300 of 2012, which placed a cap on the amount the college would pay for the unfunded liability obligations to 20.96 percent. The \$1.4 million amount is paid back to the state to cover retirement costs. The reimbursement in personal property tax losses from the Local Community Stabilization Authority decreased to \$609,474 in 2019 compared to \$809,115 in 2018.

The primary purpose of the *Statement of Cash Flows* is to provide relevant information about the cash receipts and payments for the College during a specific period. This summary shows that cash is up. More detail is listed on the full *Statement of Cash Flows* toward the back of the report.

Capital Assets and Debt are summarized on page 13. In fiscal year 2015-2016, the College borrowed significant funds for an HVAC project which resulted in debt of \$16,151,962. The HVAC is the only debt the College the college has.

Mr. Hehl summarized the economic factors that will affect the future of the College (page 14). DTE Energy has requested a review of the taxable values of the Monroe Power Plant and Fermi Nuclear Power Plant. If the taxable value is adjusted, it could result in a substantial loss of property tax revenue for the College. The decrease will result in an estimated loss is \$1.1 million in the general fund and \$450,000 to the maintenance and replacement fund. The College is preparing for that potential loss and watching the situation carefully.

Taxable values are projected to increase. Ms. Wetzel and Mr. Fischer watch this closely. The College recently completed a major heating, ventilating and air conditioning (HVAC) project and the Board approved a tuition increase of 2.5 percent for the 2019-2020 year. The renovations to the Life Sciences building have been completed. Ms. Wetzel noted that the College is realizing more savings than was projected on this project and the savings have been allocated towards that project. Another major economic factor Ms. Wetzel and her team are monitoring is declining enrollment. President Quartey added that in past years, the College has needed a Tax Anticipation Note to meet expenses. It did not need one for the 2018-2019 year and will not need one this year. Ms. Wetzel pointed out that much of this was due to the decrease in taxes.

Mr. Hehl explained that a major component auditors look at is internal controls. The budget process is one of the most basic processes, but it is done extremely well at MCCC. The budgeting process at MCCC is one of the best. If a department is askew, the finance team does the research to determine why.

The *Statement of Net Position* (page 15) talks about assets, liabilities, net position. There are no references, so if a line item has a note that follows it, more details are listed in reference to that item. The accompanying notes statement are an integral part of these statements. The notes are listed on pages 21 through 52. Once again, cash is up. The deferred outflow and inflows are part of the new pension line item obligations. The non-current liability is about the College's debt obligation, the net pension and long-term liabilities. At the end of the page, the net position is broken down into capital assets, restrictions, and unrestricted. The unrestricted, money that is free and clear with nothing tied to it, is -\$31 million. This is reflects the college's pension obligation. Note 1 (page 24) shows a breakdown of the unrestricted net position of -\$31 million. The retirement fund is -\$41 million, but then the other areas have positive numbers (working capital is up), so things are moving in a positive way. Unfortunately, regulations require institutions to show the pension obligation on their statement, which can give the appearance that everything is askew.

The *Statements of Revenue, Expenses and Changes in Net Position* (page 16) provides more details of the College's net position. Under Operating Expenses, the technology line item is broken out now and absorbed by the other functions.

The *Cash Flow Statement* (page 17-18) starts out with "Cash Flows from Operating

Activities” shows true cash outflows; how much cash was truly collected (i.e. cash and credit that came through the door). For example, the College collected a total of \$7.2 million for “Tuition and Fees”. “Payments to Suppliers” (every expense that goes out the door outside of what goes to the employees) was \$15.9 million and “Payments to Employees” was \$14.5 million. Local Property Tax coming in was \$18 million. At the end, cash is about \$5.2 million. Ms. Wetzel pointed out that when the Finance area looks at the budget, they look at it by funds, and when the auditors are looking at all funds.

The Foundation *Statements of Financial Position* is listed on pages page 19-20. Mr. Hehl has met with The Foundation Finance Committee they have reviewed the report in detail. The Foundation also received an unqualified (clean) opinion.

The “notes” begin on page 21. For those interested, the Pension Obligation note is on pages 31-44, Notes 6 and 7. This information is always from the prior year.

Mr. Hehl added that the Financial Awards also received an unqualified opinion. He remarked that the Financial Aid office does a fantastic job with their materials together for the audit. There were no findings.

Board Chair, Lynette Dowler, commented the Board really appreciates Ms. Wetzel, Mr. Fischer, and their staff, as well as the staff of The Foundation. When the Board Audit Committee met with Mr. Hehl, he shared with them that his firm has moved to an almost entirely electronic transmission of documents, which has made the audit easier and more effective. Chair Dowler thanked Mr. Hehl for his work and the good clean audit. Mr. Hehl expressed his appreciation to the Board for allowing him and his firm to be of service to the college. In closing, Ms. Wetzel added that the audit deadline was November 15, 2019 and it was submitted on time.

A copy of the full *Annual Financial Report June 30 2019 and 2018* is part of the permanent Board file and can be obtained from the President’s office or viewed and downloaded at

<https://www.monroeccc.edu/sites/default/files/finance/MCCC%202019%20Audit%20and%20FA.pdf>.

- C. 3. a. (2) 8. The Board received a note of appreciation from Quri Wygonik and family for the flowers sent at the birth of their daughter Haven (enclosure)
- C. 3. a. (3) 9. The Board received a note of thanks from the Bill Pickard family for the memorial gift in remembrance of Bill’s father, Ronald Pickard (enclosure)
- B. 4. a. (2) 10. *It was moved by Mr. Hill and supported by Ms. Lambrix that the Board adopt Policy 3.34, Individuals Covered under Veterans Assistance, as presented.*

The motion carried.

- C. 3. a. (4) 11. The Board received a note of thanks from the family of Joanne Maurice for the flowers sent at the death of her husband, Daniel Maurice (enclosure)
- C. 3. a. (1) 12. President Quartey reported the following staff retirement:

Retirement:

William Pickard, General Maintenance Worker, effective January 24, 2020

- C. 3. a. (5) 13. The Board received a Statement of General Funds Revenues, Expenses and Other Changes.

Suzanne Wetzel, Vice President of Administration/Treasurer, reported that the state budget is now finalized; however, the College’s allocation is actually received \$14,000 less in state appropriations than anticipated. State appropriations run from October through August each year. Tuition and fees for the fall semester are unfavorable to the budget by 8.44 percent (\$280, 550). At this point, given those two variables, the College is unfavorable to budget in revenues by a little over \$300,000.

Ms. Wetzel explained that the business office has not yet made any transfers as they have to wait until the audit is complete before doing so. They will be making transfer

over the next few weeks. The 2018-2019 General Funds are favorable to expenses by just under \$1 million (8.44 percent). The College should receive its allocation of Personal Property Tax Tier Two money (\$254,000) in February. The Tier Three money is not yet available. The Business Office budgeted all of the PPT money at \$285,000, and expect to hit that number.

- C. 3. a. (6) 14. This item was reported on earlier in the agenda.
- C. 3. a. (7) 15. Joe Verkennes, Director of Marketing and Communications, presented the 2018-19 Annual Report to the Board. This year's theme focuses on student success, which is drawn from both the College's mission and core values. The document was designed fully in-house, has been the case for the last 12 years. It is laid out by graphic designer, Douglas Richter. Mr. Verkennes writes all of the content himself, and then sends it off campus to be printed. This year, the report tells the story of the many ways the College has enabled its students to be successful over the last year, from creating spaces that foster learning and collaboration to improving access to high-quality higher education. From a distribution standpoint, a few years ago the decision was made only mail the booklet to donors, and hand deliver them to employees. The electronic flip book was emailed to 8,000 contacts and posted on the College home page of its website for about three to four weeks. Dr. Quartey commented that Mr. Verkennes and his team have received many awards for this flip book over the past years.
- C. 3. b. (1) 16. President Quartey summarized his reports to the Trustees, which he sends every other week.

Dr. Quartey was in Lansing last week for the MCCA Presidents meeting where he heard from Jeff Donofrio, Director of the Department of Labor and Economic Opportunity. Mr. Donofrio spoke about the role that community colleges should be playing as far as removing barriers to success for students (transportation, childcare, healthcare, etc.). That is part of what the College is trying to accomplish through the Foundation to remove those barriers. The state still wants to regulate free speech on college campuses despite that it is protected in the constitution. President Quartey recently had lunch with State Representative, Jason Sheppard. They spoke about MCCC's Capital Outlay request and Rep. Sheppard is fairly certain that the College may still receive approval from the state. The College is asking for \$3.62 million for renovations to the Health Education Building. About 51 percent of the College's revenues come from the community. Dr. Randy Daniels has decided to retire after 25 years of service to the College. He had originally planned to retire earlier, but decided to wait a few more months. Chair Dowler responded that she is thrilled for Dr. Daniels, but sad for the community and the College as he has been a stronghold for both.

Ms. Wetzel announced that Kosch Catering is no longer interested in pursuing their contract with MCCC. They will continue to serve the College until December 20<sup>th</sup> 2019. The College is currently in negotiations with a new vendor who will begin after the New Year. Kelly Heinzerling, Director of Auxiliary and Purchasing, will give a full report after the New Year.

- C. 3. b. (2) 17. This item was moved to the front of the agenda.
- C. 3. b. (3) 18. Quri Wygonik, Coordinator of Institutional Research Assessment and Evaluation, presented highlights from the "Fall 2019 Student Profile Data Report" to the Board.

Ms. Wygonik reported that over the past two years, MCCC has experienced a decrease in total enrollment by 10.6 percent. The greatest driver of this decrease is among First Time In Any College (FTIAC) students, where enrollment declined 18.2 percent. The number of students re-enrolling at MCCC decreased by 15.4 percent from Fall 2018 to Fall 2019, contributing to the overall decrease in enrollment. Another driver is a decrease in the number of students from out of state (57 students in Fall 2018 to 45 students in Fall 2019; 21.1 percent decrease). However, the decrease in out- of- state students over Fall 2018 to Fall 2019 is less than what was recorded for Fall 2017 to Fall 2018 (27.8 percent decrease). There was also a 23.1 percent decrease in the number of students ages 41-50 from Fall 2018 to Fall 2019. Contributing to the decrease in overall enrollment, the Dual Enrollment program enrollment at MCCC decreased by 10 percent from Fall 2018 to Fall 2019. This

decrease is proportional to the overall enrollment decrease, where dual enrollment students continue in Fall 2019 to comprise 25 percent of total enrollment. Notable highlights from the Fall 2018 to Fall 2019 report include a 4 percent increase in Whiteford graduate enrolled at MCCC. Additionally, there were increases in enrollment in the following programs across all the divisions:

- Health Sciences (Phlebotomy Technician Program, Practical Nursing Certificate, Pre-Practical Nursing)
- Business (Accounting, Computer Science, Cybersecurity and Information Assurance, and Graphic Design-digital Media)
- Applied Science and Engineering Technology (Electrical Engineering Technology, General Technology, Mechanical Design Technology, Nuclear Engineering Technology)
- Mathematics and Science (Early Childhood Development)

Ms. Wygonik gave the following key visualizations. MCCC sits at 2,630 students. Students continue to be predominantly female in population. The median and mean age group range has not changed over recent time at 22.9 years mean age and 19 years median age. Enrollment continues to show the same diversity trends, 85 percent Caucasian, 3.2 percent Black or African American, 3.5 percent Hispanic, 0.5 percent American Indian/Alaskan Native, International 0.15 percent, Hawaiian/Pacific Islander 0.04 percent, Two or more Races 1.10 percent. Six percent of MCCC students chose not to report.

Ms. Wygonik reported 88 percent of MCCC students come from in-district, 10 percent out of district, and 2 percent are out of state. The gender part-time full-time enrollment are mostly part-time female students. Fifty-eight percent of MCCC students are enrolled in transfer programs and 42 percent are enrolled in career programs. Most of the occupational area enrollment comes from the Health Sciences Division, followed by Business, then Applied Science and Engineering Technology, then Humanities and Social Sciences, and finally, Sciences and Mathematics.

Looking at key comparisons in enrollment from Fall 2018 to Fall 2019, The College saw the following decreases:

- 11.8% decrease in part-time enrollment
- 7.5% decrease in full-time enrollment
- 11.5% decrease in female students
- 9.4% decrease in male students
- 8.8% decrease in students age 21-30 years

When looking at enrollment of Monroe County graduates by high schools, MCCC has enrolled 18 percent of those graduates in 2019. The office of Admissions has worked to create a new statistic that they will be monitoring over time. For retention purposes, the admissions office will be looking at the percent of students who were formerly dual enrolled, out of the 2019 graduating class who are not enrolled this semester.

The enrollment from the top10 cities of residence has not changed significantly from last year, with the majority of students residing in Monroe.

A review of the Fall 2019 transfer program enrollment shows that when students enroll in a transfer program, they are typically associated with Science students. The ASET Division shows high enrollment in Construction Management, Electrical Engineering, General Technology, Mechanical Design Technology, Mechanical Engineering Technology Nuclear Engineering Technology and Welding Technology. For the Business division the programs with the highest enrollment include Accounting, Business Management, Computer Science, Cybersecurity and Information Assurance, and Graphic Design. Popular Programs in the Health Sciences Division include, Nursing, Practical Nursing Certificate, and Respiratory Therapy. In Humanities and Social Sciences, the Criminal Justice Program is taking off, and in Science and Mathematics, Early Childhood Development is growing. Total Fall 2019 career and transfer total enrollments is 1, 110 in the career programs, and 1520 in the transfer programs.



When looking at MCCC’s 10-year enrollment history, total enrollment continues to decline. Non-dual enrollment has also continued to decline, and dual enrollment is increasing slowly.

A complete copy of the “Fall 2019 Student Profile Report” can be viewed and downloaded at <https://www.monroecc.edu/sites/default/files/institutional-research/Fall%202019%20Student%20Profile%20Report%20.pdf>. Ms. Wygonik’s presentation can be obtained from the President office.

- C. 4. a. (1) 12. Campus Facility Naming Committee Chair, Krista Lambrix, reported that the committee will meet again on December 9, 2019 at 5:15 p.m. at First Merchants Bank prior to The Foundation meeting.
- C. 4. b. (2) 19. Chair Dowler noted the upcoming events and reminded the Board about their dinner at the Dowler home scheduled for December 7, 2019 at 6:30 p.m.

*It was moved by Ms. Lambrix and supported by Mr. Hill that the meeting be adjourned.*

The motion carried and the meeting adjourned at 7:18 p.m.

Respectfully submitted,

Lynette M. Dowler  
Chair

Aaron N. Mason  
Secretary

/prd

These minutes were approved at the January 27, 2020 regular meeting of the Board of Trustees.