

MINUTES OF THE SIX HUNDRED FIFTH
MEETING OF THE BOARD OF TRUSTEES
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

Via Microsoft Teams Meeting
and in the Board of Trustees Room
Z-203, La-Z-Boy Center
6:00 p.m., November 22, 2021

This meeting was a hybrid meeting.

Present: William T. Bruck (Teams), Florence M. Buchanan, Lynette M. Dowler, Steve Hill, Krista K. Lambrix, Aaron N. Mason, and Mary Kay Thayer

Also Present: Scott Behrens, Peter Coomar, Kevin Cooper, Matt Hehl (Cooley Hehl, Sabo & Calkins, CPA'S, PLLC), Molly Luempert-Coy (DTE Energy), Kojo Quartey, Suzanne Wetzel, Grace Yackee, and Penny Dorcey (recording secretary)

Present Virtually: Jack Burns Jr., Riley Burns (Student), AJ Fischer, Michelle Gaynier, Kelly Heinzerling, Rick Hubbert, Barry Kinsey, Brian Lay, Leon Letter, Kimberly Lindquist, Gerald McCarty, Joshua Myers, James Ross, Linda Torbet, Joe Verkennes, Tracy Vogt, Quri Wygonik

1. Chair Dowler called the meeting at 6:00 p.m. and took attendance as follows:

Trustee Bruck joined the meeting remotely. He identified himself and indicated that he was joining the meeting from his home in Erie, MI.

She reminded presenters to limit their presentations to five to seven minutes.

2. There were no delegations present.

- B. 2. a. (1) 3. *It was moved by Mr. Hill and supported by Mr. Mason that the following items on the Consent Agenda be approved as presented:*

B. 2. a. (1) Approval of minutes for the regular meeting of
October 25, 2021

B. 2. a. (2) Recommendation of Group Three Directors

Appointment of Group Three Directors (Directors at Large) to The
Foundation at Monroe County Community College Board of
Directors

Section 5.4 Election, Classification and Terms

(C) Group Three Directors (Directors at Large) are recommended
to the Board of Trustees for approval, by vote of The Foundation's
directors, and shall serve three (3) year terms following the initial
staggered terms.

The Board moved that the following individuals be appointed

Rate

B. 2. a. (4) Proposed Policy Revision – Policy 4.01, College Calendar

The motion carried unanimously.

4. Item C. 3. a. (1) NUET 10-Year Celebration Video and Check Presentation, was moved forward in the agenda by unanimous consent.

C. 2. b. (1) 5. Chair Dowler introduced Molly Luempert-Coy, DTE Energy Regional Manager for Lenawee, Monroe, and Washtenaw counties.

Ms. Luempert-Coy expressed her excitement to be at MCCC to celebrate this landmark anniversary. She explained that, 10 years ago, DTE Energy launched a nuclear technology program in partnership with Monroe County Community college. The program meets national accreditation standards and since its inception, numerous students have graduated from the program. DTE Energy has hired over 40 of those graduates at FERMI II alone. Many other have gone on to find employment within the nuclear industry. She stated that, “It’s a wonderful program and has been a great partnership.” Ms. Luempert-Coy presented the College with a plaque commemorating the 10-year anniversary. She went on to explain that in addition, to recognize this special year, she worked with The Foundation at MCCC and the DTE Energy Foundation, to launch an endowment for programs in the STEM area. This endowment will help supplement learning for programs in the field. Ms. Luempert-Coy expressed appreciation on behalf of DTE to celebrate the endowment with the Board. She gave a shout out to Joshua Myers, Executive Director of the Foundation, and his team, for all of the hard work they put in to make this endowment happen. She also commended Parmeshwar Coomar, Dean of Applied Science and Engineering Technology, and his department for the wonderful working relationship they have with DTE.

Ms. Luempert-Coy shared a video called “10 years of Service Celebration Monroe County Community College NUET Program.”

Chair Dowler commented that Ms. Luempert-Coy has been a loyal advocate for the College for decades. She has served on The Foundation for the College, and sat on the advisory committee for NUET. She thanked Ms. Luempert-Coy for her hard work putting together this 10-year celebration for the NUET program.

4. New Business

B. 2. a. (1) 6. *It was moved by Ms. Thayer and supported by Mr. Hill that the following resolution of commendation for Ms. Lisa Scarpelli be adopted:*

WHEREAS, Ms. Lisa Scarpelli will retire from her position as assistant professor of geosciences at Monroe County Community College, effective December 17, 2021, and

WHEREAS, Ms. Scarpelli has been an outstanding full-time faculty member for 21 years and a valued and highly esteemed professor in the Science and Mathematics Division, and

WHEREAS, Ms. Scarpelli has been an outstanding full-time faculty member for 21 years and a valued and highly esteemed professor in the Science and Mathematics Division, and

WHEREAS, Ms. Scarpelli has been recognized for her teaching roles, having been nominated on several occasions for the Outstanding Faculty of the Year award,

THEREFORE, BE IT RESOLVED that the Board of Trustees recognizes Ms. Lisa Scarpelli for her dedicated service and contributions to her students and the community, and

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

BE IT RECORDED that the Board of Trustees wishes for Ms. Scarpelli continued success, good health, and happiness on this day, November 22, 2021.

The motion carried unanimously.

- B. 4. a. (2) 7. *It was moved by Ms. Thayer and supported by Ms. Lambrix that the following resolution of commendation for Dr. Roger Spalding be adopted:*

WHEREAS, Dr. Roger Spalding will retire from his position as professor of physics and astronomy at Monroe County Community College, effective December 31, 2021, and

WHEREAS, Dr. Spalding has been an exceptional full-time faculty member at MCCC for more than 42 years and a valued and highly esteemed professor in the Science and Mathematics Division, and

WHEREAS, Dr. Spalding has taught a wide variety of courses, including but not limited to the areas of general physics, technical physics, astronomy, algebra, statistics, calculus, and specialized and career-based physics classes, and

WHEREAS, Dr. Spalding has created a positive work environment in numerous classes that has allowed students to develop academically as well as intellectually, serving them well both at MCCC and beyond, and

WHEREAS, Dr. Spalding has on several occasions been nominated as Faculty of the Year and recently served as the Honorary Grand Marshal for MCCC's graduation ceremonies, and

WHEREAS, Dr. Spalding has been an active community member at his local church, St. Paul's Methodist, by leading Sunday school for adults and the church board, and

WHEREAS, Dr. Spalding has served as president of the MCCC Faculty Association as well as on multiple building committees, and

WHEREAS Dr. Spalding was one of the first faculty members to require computer use for science laboratories and also developed comprehensive lab manuals.

THEREFORE, BE IT RESOLVED that the Board of Trustees recognizes Dr. Roger Spalding for his dedicated service and contributions to his students and the community, and

University of Toledo. Dr. Spalding also stored and handed out millage signs during the last campaign. Dr. Quartey thanked Dr. Spalding for his years of service to the College and its students.

The motion carried unanimously.

- C. 2. b. (1) 8. This item was presented earlier in the agenda.
9. Item C. 3. a. (3) 2020-21 Audit Report was moved forward in the agenda by unanimous consent.
- C. 3. a. (3) 10. Matt Hehl, from Cooley Hehl, Sabo & Calkins, CPA'S, PLLC, gave the Board a summary of the 2020-21 Audit Report for the Board.

Mr. Hehl thanked his colleague, Gary Wenzel, who has been with the firm for nearly 20 years and who is a crucial part of the audit. Mr. Hehl met with the Board audit committee and they went through the audit in great detail and answered any questions they had as well as gone through all required communications. In addition, The Foundation is a component unit of the college. Those financial statements are within the financial statements of the College. Mr. Hehl and his team have met with the finance committee of The Foundation as well.

Mr. Hehl moved on to the required communication piece of the audit. This includes three parts, the auditor's responsibility under the general accepted auditing standards; the management's responsibility, and for what the College pays, the auditor's opinion.

The firm's responsibility is to express that. They do that by planning and performing the audit with reasonable assurance. The managements responsibilities are the financial statements, the selection and use of the appropriate accounting policies, and adopting and maintaining sound internal controls. The opinion for this audit is a non-qualified, or clean opinion. Mr. Hehl commended the staff at MCCC for doing a fantastic job. The audit is never easy let alone in times of COVID. Also with the surplus of funds the College has been awarded due to the pandemic, the additional reporting of those funds and their policies are moving targets.

Mr. Hehl spoke about the Statement of Net Position and showed a comparison over 2017 through 2021. Current assets, are assets that could be liquidated or that are able to come due within a year. These assets are up \$3 million from 2020 to 2021. There is a large increase in total assets both current assets (mostly cash liquidity) and fixed assets, which went from \$57 million in 2020 to \$63 million in 2021. This increase is largely due to capital assets. Liabilities have stayed fairly consistent, staying daily consistent. The biggest piece of liabilities is the pension liability, which has also remained fairly consistent year over year. The unrestricted net position is the money the College has available to use (\$31 million). Those unrestricted funds have within them the pension liability. The breakdown of that \$(-31 million) is on page 26 of the audit book.

Mr. Hehl presented the Revenues and Expenses as more of an income statement. Under Operating Revenues, Year over year there has been decline in tuition. Of the total \$7.8 million of operating revenues in 2021, \$5.9 million of that is tuition. The

2021 in operating revenue. This means less of the burden is being put on the students. In terms of tuition percentage as a whole, revenue has gone from \$7.8 million to \$5.96 million in 2021 (roughly down 15 percent). Other colleges have seen same downward trend, in all MCCC has a heavier burden put on the non-operating revenue versus other colleges. As far as operating expenses, from 2019 to 2021 MCCC's expenses have gone down 3 percent, Macomb Community College is up at 5 percent, and Schoolcraft College has remained flat.

Mr. Hehl moved back to the Unrestricted Position, showing a slide of the various categories broken down year over year. He noted the first category, working capital, had a positive increase. The pension and OPEB funds show a \$(43 million) balance, but the increased working capital is a positive moving forward. Mr. Hehl moved onto the next slide which showed a graph of the Unrestricted Net Position. He commented that working capital has been steadily increasing.

In closing, Mr. Hehl thanked the Board and commented that there has not been much change in the heart of the financial statements. As a whole, the statements have the detail. The Foundation's financial statements are also included. Line items that have a reference are tagged. Required communications are located at the end of the audit book. At the end. He also noted that the MCCC staff was tremendous to work with and responsive to providing the auditors all the information they needed. He commented that not all audits are performed in a nice environment. In addition to audit there is a single audit that will be delivered under separate cover.

Dr. Quartey and Chair Dowler thanked Mr. Hehl and his staff as well as Mr. Fisher and his staff. Chair Dowler also thank Trustees Mason and Thayer for serving on the audit committee. Trustee Thayer also offered congratulations to Dr. Joshua Myers, Executive Director of The Foundation, on a great audit.

Mr. Hehl's complete report is part of the permanent Board file and can be obtained from the President's office.

- C. 3. a. (1) 11. President Quartey announced the following staff appointments, promotion, and resignation:

Staff Appointments:

Easton Cox, General Maintenance Worker, effective November 15, 2021
(replacing Garrett Lawson who was promoted to Power Systems Trainee)
Gerald McCarty II, Director of Student Success, effective November 18, 2021
(Restructured position, formerly Director of Library, replacing Laura Manley who has moved to faculty)
Erinn Kehrl, Administrative Assistant, Facilities Operations to the Director of Planning and Facilities, effective November 19, 2021 (replacing Sherry Bussell)

Promotion:

Derek Brylinski, General Maintenance Chief, effective November 8, 2021 (new position)

Resignations:

Jason Young, System/Security Administrator, effective November 11, 2021

Ms. Wetzel thanked the Board Audit Committee, Mr. Mason, Ms. Thayer, and Ms. Dowler who met with the auditors on November 9th. The Appropriations bill requires the colleges to submit their audits by November 15th. She also thanked AJ Fischer, Director of Finance, and his team for their work on the audit. As Mr. Hehl mentioned earlier, the single audit is in process and will come to the Board at a later date.

Ms. Wetzel announced that the property tax litigation for the Fermi II nuclear power plant has been settled. To date the College had paid \$11,112 of the \$30,000 the Board approved. One more bill is expected, which Ms. Wetzel will report on at a later date. Ms. Wetzel gave the Board a hand out showing the settlement's final impact on the county as a whole in terms of taxable values. She also summarized how it affects the college's General Fund. Between 2019 and 2028, the cumulative loss in revenue will be just over \$1 million total. The annual loss is about \$238,000 a year. The resolution does not require the College to pay a tax refund to DTE. For the maintenance and improvement millage, from 2021 through 2025, the cumulative loss will be about \$159,000. Ms. Wetzel expressed the importance for everybody to help expand the economic base for the base. The College also needs to be mindful of the possibility of the coal plant may phasing out sooner than expected. Ms. Wetzel encouraged the Board to let Dr. Quartey know if they had any questions and that she will gather the information to answer them.

Dr. Quartey added that the College is fortunate that the tax litigation was resolved the way it was. He is thankful for the great relationship between the College and DTE Energy. Ms. Wetzel explained that the excess money for the set-aside for the maintenance and improvement millage will stay in that fund, and the General Fund monies were put into the maintenance and repair account. Some of the money was used for the payback on the coal burning plant.

Ms. Wetzel gave a brief update on the Campbell Learning Resource Center construction project, which is on schedule and going well. Jack Burns, Jr., is the lead on the project. Kelly Heinzerling is stepping in now to take care of the furnishings. The building is expected to open in late June 2022. The Student Government Room, the DEI space, and the single use restroom and private room are also on schedule.

Ms. Wetzel asked the Board to let Dr. Quartey or Ms. Dorsey know if they would like to see the work on the Campbell Building once it is ready and Ms. Dorsey will schedule a tour for them.

- C. 3. a. (4) 13. Dr. Quri Wygonik, Director of Institutional Research, Planning and Accreditation, gave the board an update on the 2020-21 CCSSE Report.

Dr. Wygonik began her update on the 2020-21 Community College Survey of Student Engagement report known as CCSSE. The survey is comprised of different focus areas that have been reviewed over a couple of different administrations of the survey. New this year's administration, MCCC was enrolled in a pilot survey that asked students about issues around race and ethnicity.

Dr. Wygonik reminded the Trustees that CCSSE is a benchmarking survey so MCCC benchmarks against institutions across the U.S., many of which are of

students are preparing for class by studying, reading, writing, rehearsing, doing homework, or other activities related to their program.

Dr. Wygonik reviewed the areas of lower engagement. MCCC students scored lower than the average benchmark active collaborative learning based on the variety and frequency of different types of teaching techniques in the classroom. Students are reporting that they are making fewer presentations and having fewer opportunities where they are working with other students in and outside of class on project work. That could be based on the curriculum or the expectations of the instructors. We are also seeing under utilization of skills labs and computer labs. This is probably due more so to COVID than student effort.

Dr. Wygonik moved on to speak about the areas where MCCC students scored at or above the comparable cohort benchmark level such as, active and collaborative learning, student effort, and academic challenge. Looking at support for learners, MCCC is doing well with providing financial support for students; as well as offering good career counseling; however there is an underutilization of academic advising services compared to the cohort. The College is addressing this through its strategic planning efforts and through its work in the HLC Student Success Academy.

MCCC is performing low in all of the categories related to the first year experience. This is likely due to the fact the MCCC does not have a formalized first year experience program at the institution. Dr. Scott Behrens, Vice President of Enrollment Management and Student Success, is aware of this issue and this is also an area of focus in MCCC's work in the student success academy. There are also some issues with MCCC students not receiving advising on creating a plan of study or robust transfer pathways, which are other areas of focus.

Dr. Wygonik closed with highlights of student characteristics. Most students are trying to attain an associate degree, while many are at MCCC for self-improvement reasons or to update job-related skills. As evidenced by the NUET program, MCCC is providing opportunities for student to enhance their job related skills. In terms of personal and financial characteristics, 46 percent of students work more than 30 hours per week compared to 31 percent of the cohort. Twenty-eight percent of students spend more than 30 hours per week caring for dependents living in the same home. In terms of financial support, 38 percent use grants, 33 use scholarships, 22 percent use student loans, and 11% use public assistance to pay tuition. Dr. Wygonik also outlined the top five reasons that student withdraw from the college, as well as COVID-19 special focus items.

Dr. Wygonik announced that MCCC did enroll in a Race/Ethnicity Pilot survey to which the response rate was very low (10 students). Since this survey was administered concurrently with the main survey, this may have led to "survey fatigue." Dr. Wygonik will be increasing efforts and being more strategic about future such surveys.

Dr. Wygonik's complete presentation is part of the permanent Board file and can be obtained from the President's Office.

Mr. Verkennes said that the following spread explains the major efforts made last year to improve facilities and infrastructure to enhance student learning spaces and other spaces across campus. Spread number three, tells the story of how in 2021, MCCC continued to make great strides towards keeping education accessible to students, including major efforts to leverage state programs such as Futures for Frontliners and Michigan Reconnect. The 2020-25 strategic plan is covered in detail, including an overview of the progress and a list of the completed and in progress tactics at the date of publication of the annual report.

Moving on to the next section, Mr. Verkennes explained the DEI plan, creating a culture of diversity, equity, and inclusion. Included is a comprehensive list of all of the activities the College has done in terms of events, panel discussions, etc., over the last year. The last two spreads cover the milestones, partnerships, and outreach to those impacted by COVID-19. Also covered is NSF grants, the Maker Space, marketing awards, and outreach to the business world during the pandemic. The end of the report is dedicated to the summary of The Foundation and MCCC's annual report. The reports will be distributed to donors, the Board members, Foundation board members, alumni board members, and all employees. Mr. Verkennes' office will also post the report on social media, and email it to the ConstantContact database of almost 40,000 contacts.

Dr. Quartey commended Mr. Verkennes and his team for the job they do.

- C. 3. b. (1) 15. President Quartey summarized his reports to the Trustees, which he sends every other week.

Dr. Quartey announced that the College continues to register students for the winter semester with enrollment up about two percent year-over-year. Mr. Jack Roush was on campus on November 18, 2021. He thanked the Board for their support and thanked Mr. Mason for attending the event. Ms. Wetzel updated the Board earlier on the DTE property tax appeal settlement. The MCCA presidents met on November 12th. Current president, Mike Hansen, is retiring and Brandy Johnson will be replacing him. The agenda included discussions of the BSN Nursing Legislation, which is gaining more traction, the Budget Supplemental process, significant funding for equipment and other programs and much more. There is significant funding from the American Rescue Plan, however, this will have to go through the legislative process.

MCCC continues to be a part of the Monroe LINK Plan. MCCC would be the lynchpin for training high school students as part of the CTE Hub/Middle College concept. This is one of the areas that we submitted an LOI to the Ralph F. Wilson Foundation to support MCCC's application for a \$60,000 planning grant.

Dr. Quartey and Dr. Scott Behrens, Vice President of Enrollment Management and Student Success, attended the Michigan College Access Network Maritime Academy in Grand Rapids last month. The next step in our effort to form a Local College Access Network (LCAN) is to bring several community organizations together to focus on significant improvements in the educational arena. Conversations will continue in an effort to determine how to really drive this 60 by 30 concept forward.

such as the Diversity, Equity, and Inclusion Center, the Innovation and Inn Entrepreneurship Center, and there are some exciting things happening in South County. More details will be available at a later date. Dr. Quartey thanked Dr. Joshua Myers and The Foundation for leading the efforts on the Food Bank. The grant team submitted applications for the maker space as well as one for the Food Bank. One of the questions Ms. Wetzel had to answer was how much money the College has received from the stimulus funds. To date, the College has received \$10 million from the government.

After Thanksgiving, instructors will have the option to teach classes online. They will also not be required to be on campus for the workdays at the end of the semester. These changes are taking place as part of the precautions in response to the COVID surge in Michigan and on campus.

16. Chair Dowler took a moment to thank Trustee Thayer for keeping the Board up to date on all the MCCA information.

C. 4. b. (3) 17. Chair Dowler noted the upcoming events.

C. 4. b. (4) 18. *It was moved by Ms. Lambrix and supported by Mr. Mason that the meeting be adjourned.*

The motion carried and the meeting adjourned at 7:23 p.m.

Respectfully submitted,

Lynette M. Dowler
Chair

Krista K. Lambrix
Secretary

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These minutes were approved at the February 23, 2022 regular meeting of the Board of Trustees.