

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

Dining Room/
via Microsoft Teams Meeting
5:30 p.m., March 27, 2023

Present: Florence M. Buchanan, Lynette Dowler, Julie Edwards, Nicole R. Goodman, Krista K. Lambrix, Aaron N. Mason, Mary Kay Thayer

Also Present: Scott Behrens, Mark Bergmooser, Matt Bird-Meyer, Lori Jo Couch, Curtis Creagh, Kris Gerlach, Tracy Giacomini, Peggy Jacob, Kelly Heinzerling, Rick Hubbert, Edmund La Clair, Brian Lay, Leon Letter, Gerald McCarty III, Joshua Meyers, Ken Mohney, Felice Moorman, Kojo Quartey, Linda Torbet, Aaron Mason called the meeting at 5:37 p.m.

1. There were three delegations present.
- B. 2. a. (1) 3. *It was moved by Ms. Thayer and supported by Ms. Edwards that the following items on the Consent Agenda be approved as presented:*
- B. 2. a. (1) Approval of the minutes of the special meeting of February 27, 2023, the regular meeting of March 6, 2023, and the study meeting (Board Retreat) of February 28, 2023
 - B. 2. a. (2) Resolution to Set College Millage Levy for 2023-24

the Board approved the following resolution to set the College millage levy for the 2023-24 fiscal year be adopted subject to Headlee rollback provisions

*Operating 2.1794 mills
Facilities/Infrastructure .85 mills*

THEREFORE, BE IT RESOLVED, that the clerks of the cities and townships of Monroe County be given written notice of this action. Each clerk shall be requested to forward such notice to the appropriate assessing officers of the cities and townships. BE IT FURTHER RESOLVED, that taxes to be raised against property within any city, any portion of which lies within the community college district boundaries, may be levied and collected in the same manner and at the same time as the city taxes."

- B. 2. a. (3) Board Authorization for the President to Execute a Probationary Professional Staff Contract – Saum
- B. 2. a. (4) Board Authorization for the President to Execute a Probationary Professional Staff Contract – St. Charles
- B. 2. a. (5) Board Authorization for the President to Execute a Probationary Professional Staff Contract – McPherson
- B. 2. a. (6) Board Authorization for the President to Execute a Probationary Professional Staff Contract - Boss
- B. 2. a. (7) Board Authorization for the President to Execute a Probationary Professional Staff Contract – Gerweck
- B. 2. a. (8) Board Authorization for the President to Execute a Probationary Professional Staff – Bates

The motion carried unanimously.

4. Chair Mason announced that many of the College administrators are in Chicago for the Higher Learning Commission (HLC) Conference and so could not be in attendance tonight. Some of the items that would normally be on the March agenda have been postponed until the April 24, 2023, regular meeting of the Board of Trustees.
- B. 4. a. (1) 5. *It was moved by Ms. Edwards and supported by Ms. Dowler that Larry W. Merkel be selected as the 2022-23 Alumnus of the Year.*

Trustee Edwards noted that of the four nominees, one was unfortunately ineligible for the award and therefore had to be pulled from the pool. Trustee Dowler added that there were some fantastic applicants and she encouraged the nominators to resubmit them next year.

The motion carried unanimously.

- B. 4. a. (2) 6. *It was moved by Ms. Edwards and supported by Ms. Thayer that the Board approves Policy 3.05, Tuition and Fees – Non-Credit Refunds, as presented.*

Barry Kinsey, Director of Workforce Development, explained the proposed revisions to the refund section of Policy 3.05, Tuition and Fees would help simplify the process. Students will get a full refund if they drop a course prior to the first day of class. After the first day of class, there will be no refund. The changes were vetted by the President's Cabinet and will go into effect immediately.

Leon Letter, Dean of Business, added that the courses in the current Lifelong Learning schedule will be in effect until the end of the schedule. The new policy will go into effect when the new schedule comes out in August 2023.

The motion carried unanimously.

- B. 4. a. (3) 7. *It was moved by Ms. Dowler and supported by Ms. Lambrix that the Monroe County Community College Board of Trustees hereby authorizes Mary Kay Thayer to serve in a voluntary role as Michigan's Coordinator to the Association of Community College Trustees.*

Chair Mason thanked Ms. Thayer for her many years of service in this position.

The motion carried unanimously.

- C. 1. a. (1) 8. There were four delegations present.
9. Dr. Graham Denton, an MCCC alumnus spoke in support of the MCCC faculty. He stressed that he is behind faculty for whatever they need.
10. Mr. Rick Kull spoke on behalf of the MCCC faculty, stating that is in terms of negotiations.
11. Mr. Rob Kull, a member of the Alumni Association, spoke on behalf of the faculty association in regard to their contract negotiations.
12. Ms. Danielle Hoover is a resident of the City of Milan and a member of AFSCME local 3052. She is attending the Board meeting in support of her union siblings.

- C. 3. b. (1) 13. Dr. Quartey announced the following staff appointments, promotions, and probationary professional staff contracts.

Staff Appointment:

Amanda Gregory, CRM Manager, effective February 28, 2023 (new position)

Promotions:

Jarrold Saum, Educational Advocate (working in Humanities & Social Sciences), effective March 27, 2023 (new position, from Support Staff to Professional Staff)

Jennifer St. Charles, Educational Advocate (working in ASET Division), effective March 27, 2023 (new position, from Support Staff to Professional Staff)

Hazel McPherson, Educational Advocate (working in Business Division), effective March 27, 2023 (new position, from PT Support Staff to Professional Staff)

Janel Boss, Administrative Assistant to the Vice President of Finance and Administration, effective March 13, 2023 (replacing Glori Jonkman)

The Educational Advocates are funded by the D3C3 grant.

Professional Staff:

Alex Gerweck, Educational Advocate (working with Health Sciences), effective March 27, 2023 (new position)

Kailyn Bates, Educational Advocate (working with Science and Mathematics), effective June 5, 2023 (new position)

- C. 3. a. (3) 14. President Quartey gave the Board an update on the General Fund Revenues and Expenses for the period ending February 28, 2023.

Dr. Quartey noted that he is presenting on behalf of Curtis Creagh, Vice President of Finance and Administration, as he is attending the HLC Conference this week. Dr. Quartey addressed a question from Trustees at the last meeting asking about the “Other” category. This category is where the funds paid to contractors (e.g. auditing, legal fees, dues, articulation, etc.) and others who are mostly external to the organization are managed.

Dr. Quartey went on to explain that last month when comparing revenues year-over-year, specifically appropriations and property taxes, there was a gap. This was largely due to the timing of the inflow of funds. This month those numbers are more aligned. Looking at property taxes in 2022, we were at 78 percent and this year we are at 77.09 percent. Overall revenues were at 77 percent in 2022 and we are currently at 75 percent this year.

Dr. Quartey pointed out that when looking at expenses, in 2022 expenses were at 55.84 versus 55.39 percent this year. Lastly, we did not do as much traveling last year as we normally do due to COVID, so you may see some figures that are higher in 2023. Chair Mason encouraged the Trustees to reach out to Dr. Quartey if they had questions about the budget before the next meeting. If the information appears valuable to the whole Board it will be presented at the April meeting.

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

Dr. Quartey mentioned that Grace Yackee, Vice President of Instruction, and Quri Wygonik, Director of Institutional Research, Planning & Accreditation, were going to present on HLC. Dr. Yackee was also going to speak about instructional modalities; before and after COVID, and Dr. Wygonik will present on assessment. Those items have been moved to the April agenda as Dr. Yack and Dr. Wygonik are both at the HLC Conference. The April Board meeting will be held at the Whitman Center.

Negotiations are ongoing with the two unions; the support staff union and the faculty union. The Faculty met with the negotiating team on March 23rd. Their next meeting is in two weeks. A couple of additional articles have been tentatively agreed upon. The unfair labor practice is scheduled for April 4th. The support staff met with the negotiating team on March 22nd and will meet again next week.

Most of the deans are also at the HLC Conference. We continue to work on funding for the Welch Health Ed building and met with Senator Peters who earmarked \$1 million for the building. We are meeting with Congressman Walberg on April 6th, and have submitted a request for an additional \$1 million dollars from him as well. The cost of the building is around \$13 million. We are hoping to get half of the funding from the state. The cost of materials went up due to COVID. Currently, plans are to position the Whitman Center as a Business Center focused on Entrepreneurship, Workforce Development, and training. We will engage South County to help further crystalize the plans.

- C. 4. b. (1) 16. Dr. Quartey announced the need for a special Board meeting between now and the April 24th regular Board meeting for the purpose of recommending a revision to tuition and fees. Registration begins on April 10th so it is essential that the Board meet to decide on tuition this week.

Curtis Creagh will prepare a presentation and send it to the Trustees by this Thursday. The special meeting will take place one week from today, on Monday, April 3rd at 5:30 p.m. Ms. Buchanan stated that moving forward, she would like to see this discussion take place a month ahead of time at the February Board meeting. Trustees are asked to contact President Quartey with questions prior to the special meeting.

The Board also have a special meeting on Monday, June 5th at 5:30 p.m. for the purpose of discussing the preliminary budget that will be presented for their approval at the Tuesday, June 20th regular meeting of the Board of Trustees.

C. 4. b. (2) 17. Chair Mason noted the upcoming events.

18. *It was moved by Ms. Lambrix and supported by Ms. Goodman that the meeting be adjourned.*

The motion carried unanimously and the meeting adjourned at 6:25 p.m.

Respectfully submitted,

on

Aaron N. Mason
Chair

Florence M. Buchanan
Secretary

pd/ These minutes were approved on April 24, 2023, at the regular meeting of the Board of Trustees.