

BOARD OF TRUSTEES
MONROE COUNTY COMMUNITY COLLEGE
MONROE, MICHIGAN 48161
(734) 242-7300, Ext. 4311

Room Z-203
La-Z-Boy Center
6:00 p.m., September 18, 2017

BUSINESS MEETING AGENDA ITEM

A. Call to Order

Call to Order by Chair of the Board

B. Recommended Actions

1. Routine Matters

a. Polling of audience for delegation recognition

2. Consent Agenda

(All items on the Consent Agenda are considered routine by the Board of Trustees and will be approved by one motion unless a Trustee requests that an item be removed and acted upon as a separate agenda item.)

B. 2. a. (1) Approval of minutes for the regular meeting of June 26, 2017 (enclosure)

B. 2. a. (2) Retirement Resolution – Mr. Daniel Hamman

Recommended motion: *“that the following resolution of commendation for Mr. Daniel Hamman be adopted:*

WHEREAS, Mr. Daniel Hamman has decided to retire from his position of computer systems analyst with Monroe County Community College, effective August 25, 2017, and

WHEREAS, he has been providing outstanding service to students, staff, and faculty at Monroe County Community College for 33 years, and

WHEREAS, he has diligently served on numerous committees, task forces, and work groups dedicated to the improvement of services, processes, procedures and the overall well-being of the college, and

WHEREAS, he has shared his talent as a member of The Foundation at MCCC

Board and chair of the MCCC Staff Council, and

WHEREAS, he has graciously volunteered countless hours in support of activities such as the GIFT program, Auto Show, Family Fun Night, Commencement, Monroe County Fair, and several others, and

WHEREAS, he has utilized his computing expertise to assist with three major computer systems conversions, most recently the conversion to SQL, and

WHEREAS, he has served as the Data Processing liaison to the Business office to assist with payroll, the retirement reporting system, and several other special reporting projects, and

WHEREAS, he is a person of great character, always displaying a sense of humor and an extremely positive attitude while consistently contributing wholeheartedly to the mission of the college, and

WHEREAS, he was among the first to receive the MCCC Student Services Customer Service Award as a result of his dedication to the service of others.

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognizes Mr. Daniel Hamman for his dedicated service and contributions to the college, its 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, September 18, 2017.”

B. 2. a. (3) Retirement Resolution – Mrs. Jean Ford

Recommended motion: *“that the following resolution of commendation for Mrs. Jean Ford be adopted:*

WHEREAS, Jean A. Ford has decided to retire from her position as director of purchasing and auxiliary services at Monroe County Community College, and

WHEREAS, she has given 37 years of dedicated service to the college, serving as a part-time switchboard operator, administrative assistant to the director of purchasing and auxiliary services, and the director of purchasing and auxiliary services, and

WHEREAS, she has played a key role in the college’s financial stability, providing outstanding leadership in the Purchasing Department and Auxiliary Services where she has overseen all bookstore operations and the entire purchasing process, as well as the cashier, switchboard, phone system, food services, vending, and mailroom operations, and

WHEREAS, she has been a fervent advocate for Monroe County Community

College, sharing her time and talent on numerous committees and volunteering to assist at college events and activities, and

WHEREAS, she has been a voice for change and innovation on campus, overseeing and embracing numerous updates and changes in the areas she supervises, and

WHEREAS, everyone associated with Monroe County Community College has benefited from the diligence and commitment she has put into her work on behalf of MCCC and its mission, and she will be remembered as an outstanding employee and admired co-worker.

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognizes Jean A. Ford for her 37 years of dedicated service and contributions to the college, its students, and public, 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, September 18, 2017.”

B. 2. a. (4) Authorization for President to Execute a Faculty Contract (enclosures)

Recommended motion: “that the Board authorizes the President to execute a contract for the following faculty member:

*Amera Almusharff, Mathematics
First-year Probationary Contract
Effective September 6, 2017*

*Antonio Cerroni, Construction Management
First-year Probationary Contract
Effective August 21, 2017.”*

B. 2. a. (5) Proposed Resolution for Adherence to Best Practices (delivered under separate cover)

Recommended motion: “that the Monroe County Community College Board of Trustees certifies that Monroe County Community College not only meets but exceeds the best practice standards required by Section 230(2) of Michigan Public Act 108 of 2017, the education omnibus appropriations act for fiscal year 2018, as the attached table demonstrates.”

B. 2. a. (6) Proposed Resolution Proclaiming October, United Way Month

Recommended motion: “that the following resolution proclaiming October, United Way Month be adopted:

WHEREAS, the United Way of Monroe County is entering its 2017-2018 campaign and will set another milestone goal that will see campaign pledges of over one million dollars, and

WHEREAS, the United Way is the largest single voluntary organization in Monroe County through which volunteers can channel their concern for people in need, and

WHEREAS, the United Way, largely because of the continued generosity and caring of employees of Monroe County Community College, can continue to grow and support a wider range of health and human care needs that directly benefit residents of Monroe County.

THEREFORE, BE IT RESOLVED by the Monroe County Community College Board of Trustees, that the College employees be encouraged to participate in the 2017-2018 United Way Campaign of Monroe County and receive the highest commendations and vote of thanks for their generous gifts to this vitally important cause, and

THAT IT BE FURTHER RESOLVED that the Monroe County Community College Board of Trustees proclaims the month of October 2017 ‘United Way Month’ throughout the College district to emphasize the value and positive contribution United Way of Monroe County offers to our community and its residents on this Monday, September 18, 2017.”

B. 2. a. (7) Authorization for a Special Liquor License

Recommended motion: “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:

*Blarney Castle, 5:00-10:00 p.m.–March 17, 2018 – Meyer Theater
Band and Chorale Concert, 5:00-10:00 p.m.– December 10, 2017 – Meyer Theater.”*

B. 2. a. (8) Proposed Policy Revision – Policy 2.10, Administrative Organizational Chart (enclosure)

Recommended motion: “that Policy 2.01, Administrative Organizational Chart be approved as presented.”

3. Old Business
(None)

4. New Business
(None)

a. Written

b. Verbal

C. Information and Proposals

1. Delegations

2. Non-staff Communications and Reports

C. 2. a. (1) Email for Retirees (T. Harrill)

3. President and Staff

C. 3. a. (1) Staff Appointment, Faculty Contracts, Retirements, Resignations, etc.

Staff Appointment

Lesla Adkins, General Maintenance Worker, effective July 31, 2017 (replacing Frank Davis)

1st Year Probationary Faculty Contracts:

Amera Almusharff, Associate Professor of Mathematics, effective September 6, 2017 to May 3, 2018 (replacing Khadija Ahmed)

Antonio Cerroni, Instructor of Construction Management, effective August 21, 2017 to May 3, 2018 (replacing Alex Babycz)

1st Year Probationary Administrator Contract

Dr. Ijaz Ahmed, Director of Respiratory Therapy, effective January 11, 2018 to June 30, 2018 (replacing Nicholas Prush)

Retirements

Daniel Hamman, Computer Systems Analyst, effective August 25, 2017

Jean Ford, Director of Auxiliary Services and Purchasing, effective September 29, 2017

Resignation

Dr. Jamie DeLeeuw, Coordinator of Institutional Research, Evaluation & Assessment, effective September 15, 2017

C. 3. a. (2) Statement of General Fund Revenues and Expenses for the Period Ending August 31, 2017 (enclosure – Board members only)

C. 3. b. (1) President's Report

C. 3. b. (2) MCCC 2017 Summer Camp Update (Paul Bowser, Robert Sawyer, Mike Smith)

C. 3. b. (3) Procedure Update – Procedure 2.10a, Management Manning Table (enclosure)

C. 3. b. (4) Fall 2017 Enrollment Report (enclosure) (Hall)

4. Board Member and Committee Reports

C. 4. b. (1) Update on 2017 MCCA Summer Conference (Bruck, Thayer, Quartey)

C. 4. b. (2) Upcoming Events

September 25-28 – ACCT 2017 Leadership Congress, Las Vegas

September 28-29 – MCCA Student Success Summit, Lansing, Michigan

October 1-4 – Early Childhood Education Program Accreditation Team Visit

October 3, 6:00 p.m. – College Night

October 5-6 – MCCA Board of Directors Meeting, Alpena Community College

October 10, 6:00 p.m. – The Foundation Board of Directors

October 13, 7:30 p.m. – Paula Cole, Meyer Theater

October 23, 6:00 p.m. – Board Meeting

October 30, 7:30 p.m. – Band and Chorale Concert

November 10 – MCCA Trustee Leadership Academy

November 16-17 – MCCA Presidents Dinner and Meeting, Lansing

D. Adjournment

If you have a disability and need special accommodations, please contact the Office of Corporate and Community Services at least five business days before the scheduled meeting by calling (734) 384-4127, or by writing to this office at Monroe County Community College, 1555 South Raisinville Road, Monroe, MI