

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

Board of Trustees Room, #Z203
La-Z-Boy Center
7:30 p.m., January 28, 2013

BUSINESS MEETING AGENDA ITEM

A. Call to Order

Call to Order by Chair of the Board

Administration of Oath of Office to Marjorie Kreps and James DeVries by the Honorable Michael Weipert.

B. Recommended Actions

1. Routine Matters

- a. Approval of minutes of the regular meeting of November 26, 2012
- b. Polling of audience for delegation recognition

2. Old Business

3. New Business

- a. Written
- b. Verbal

B. 3. a. (1) Board Officer Elections

Election of Board Officers (Chair, Vice Chair, and Secretary) to Serve for Two-year Terms

Recommended motion: *“that _____ be elected Chair of the Board of Trustees for a two-year term; that _____ be elected Vice Chair of the Board of Trustees for a two-year term; that _____ be elected Secretary of the Board of Trustees for a two-year term.”*

B. 3. a. (2) Retirement Resolution – Cathy Spearing

Recommended Motion: *“that the following resolution of commendation for Cathy Spearing be adopted:*

WHEREAS, Ms. Cathy Spearing has decided to retire from her position as Administrative Assistant, Whitman Center with Monroe County Community College, effective December 31, 2012, and

WHEREAS, she has been an outstanding member of the Whitman Center staff who has provided assistance and support for the director, full time and adjunct faculty, and Lifelong Learning instructors, and

WHEREAS, she has been committed to helping, assisting and supporting thousands of students as they pursue their college education, and

WHEREAS, she has strived to maintain and enhance her professional and technical skills and abilities, and

WHEREAS, during the past 22 years she has demonstrated an outstanding level of dedication to students, the Whitman Center, the Corporate and Community Services Division, and the college, and

WHEREAS, she has performed her duties and responsibilities with integrity, fairness, kindness, and steadfast dedication to the College, often volunteering time to become involved with Whitman Center activities, and

WHEREAS, she has always been ready, willing and able to adapt to change and support the smooth operation of the Whitman Center office.

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Ms. Cathy Spearing for her 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 her continued success, well being and happiness on this Monday, January 28, 2013.”

B. 3. a. (3) Authorization for President to Execute Faculty Contracts (enclosure)

Recommended motion: *“that the Board authorizes the President to execute contracts for the following faculty members:*

*Parnella Baul, Assistant Professor of Accounting
First Year Probationary Contract
Effective January 7, 2013*

*Felice Moorman, Assistant Professor of Early Childhood Development
Second Year Probationary Contract
Effective January 7, 2013.”*

- B. 3. a. (4) Authorization for President to Execute Probationary Professional Staff Contract (enclosure)

Recommended motion: *“that the Board authorizes the President to execute a probationary contract for the following professional staff member (grant position):*

*Charles Friedline, Academic Skills Coordinator
One-year Probationary Contract
Effective December 10, 2012.”*

- B. 3. a. (5) Closed Session – Monroe County Community College Faculty Association (MCCCFA) Negotiations

Recommended motion: *“that the Board meet in closed session in accord with Sections 8(c) and 8(h) of the Michigan Open Meetings Act to discuss issues related to the negotiation of a collective bargaining agreement and a written opinion letter of counsel subject to attorney/client privilege.”*

Return to Open Session

C. Information and Proposals

1. Delegations

2. Non-staff Communications and Reports

- C. 2. a. (1) Thank you note from MCOP for donating space for a Homeless Awareness Week event (enclosure)
- C. 2. a. (2) Thank you note from the Kerste family for a monetary gift at the death of Dean Kerste’s mother, Roberta Kerste (enclosure)
- C. 2. a. (3) Thank you from Monroe County 4-H Caprine Council for use of a classroom (enclosure)

3. President and Staff

- C. 3. a. (1) Staff Appointments, etc.

Staff Appointments:

Charles Friedline, Academic Skills Coordinator, effective December 10, 2012

Parnella Baul, Assistant Professor of Accounting, effective January 7, 2013

Rachel Eagle, Administrative Assistant for Whitman Center, effective January 2, 2013 (transfer from temporary part-time Administrative Assistant for Whitman Center)

Retirement:

Cathy Spearing, Administrative Assistant for Whitman Center, effective December 31, 2012

- C. 3. a. (2) Statement of General Fund Revenues and Expenditures for the period ending December 31, 2012 (enclosure – Board members only)
- C. 3. a. (3) Procedure update: Procedure 3.11(v) – Rules and Regulations for Awarding the Miss Monroe County Pageant Scholarship (Wetzel) (enclosure)
- C. 3. b. (1) Winter 2013 Enrollment Report (Hall)
- C. 3. b. (2) Non-credit Enrollment Report (Joy)
- C. 3. b. (3) Foundation Quarterly Report (Wetzel)
- C. 3. b. (4) Career Technology Center Report (Blumberg)
- C. 3. b. (5) Announcement of Group Four appointments (Faculty/Staff) to The Foundation for two-year terms expiring 12/31/14

4. Board Member and Committee Reports

- C. 4. b. (1) Appointment of Selection Committees for Alumnus of the Year Award and College Supporter of the Year Award
- C. 4. b. (2) Upcoming Events
 - January 31 – MCCA Legislative Summit, Lansing
 - February 9, 7:30 p.m. – Los Lobos
 - February 10, 2-4:00 p.m. – College Goal Sunday
 - February 11-14 – ACCT National Legislative Summit, Washington
 - February 23, 7:00 p.m. – 26th Annual Black History Month Blues Concert Series
 - February 25, 7:30 p.m. – Board of Trustees Regular Meeting
 - March 3, 2:30 p.m. & 7:30 p.m. – Band and Chorale “Collage” Concert
 - March 11, 7:30 p.m. – Foundation Board of Directors Meeting
 - March 12 – Academic All Stars Luncheon, Lansing
 - March 14-15 – MCCA Board of Directors Meeting at Wayne County CCD
 - March 21-23 – ACCT Governance Leadership Institute, San Antonio
 - March 25, 7:30 p.m. – Board of Trustees Regular Meeting
 - March 26 – Phi Theta Kappa Recognition Ceremony

April 5-6 – Antique Show at MCCC
May 2 – Community College Day, Lansing
May 2-4 – ACCT Governance Leadership Institute, New York
April 20-23 – AACC Convention, San Francisco
April 22, 7:30 p.m. – Board of Trustees Regular Meeting, Whitman Center
April 24, 3:00 p.m. – Culinary Commencement
April 24, 6:30 p.m. – Honors Reception
April 29, 7:30 p.m. – Symphony Band Concert
April 30, 7:30 p.m. – Agora Chorale Concert
May 3, 7:00 p.m. – MCCC Commencement
May 17 – Strikes, Spares, and Scholarships
May 20, 7:30 p.m. – Board of Trustees Regular Meeting
May 30, 6:00 p.m. – Upward Bound Graduation

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