

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

Room Z-203  
La-Z-Boy Center  
7:30 p.m., September 24, 2012

BUSINESS MEETING AGENDA ITEM

A. Call to Order

Call to Order by Chair of the Board

B. Recommended Actions

1. Routine Matters

- a. Approval of minutes of the regular meeting of June 25, 2012
- b. Polling of audience for delegation recognition

2. Old Business

3. New Business

- a. Written
- b. Verbal

B. 3. a. (1) Retirement Resolution – Bonnie Giles

Recommended motion: *“that the following resolution of commendation for Ms. Bonnie Giles be adopted*

*WHEREAS, Ms. Bonnie Giles has decided to retire from her position as Associate Professor of Business with Monroe County Community College, effective July 31, 2012, and*

*WHEREAS, she has been an outstanding employee of the college for 22 years, and as a dedicated professor who has developed unique and cutting edge curriculum in the field of Administrative Office Professional Studies, Business Computer Applications, and Medical Office Coordinator, and helped thousands of students become happy and successful members of our society, and*

*WHEREAS, she was a talented leader of the business learning labs and coordinated the co-op programs for students pursuing assorted business degrees, and*

*WHEREAS, during those years she has demonstrated a high level of professional expertise and dedication through numerous memberships in professional organizations, participation in conferences, and other activities which advance her abilities, and*

*WHEREAS, she has always been a vital and influential member of many college committees including HLC Self-Study teams, standing committees, special task forces, hiring committees, and has guided numerous program reviews at MCCC, and*

*WHEREAS, she organized and lead multiple active and important advisory boards in the business area, and*

*WHEREAS, she is an outstanding example of what a highly talented, “master” teacher represents as demonstrated through her classroom preparation and presentation, and*

*WHEREAS, she has always been a wonderful example of style and professionalism, always projecting an image to be emulated by her students, and*

*WHEREAS, she has been a wonderful friend, influential and valued member of the Business Division for the past 22 years,*

*THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Ms. Bonnie Giles for her dedicated service and contributions to the College, our students, and the community, and*

*THAT IT BE FURTHER RESOLVED, that by the President’s recommendation, Ms. Bonnie Giles shall hereby be granted faculty emeritus status, 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 24, 2012.”*

B. 3. a. (2) Authorization for President to Execute Professional Staff Contract (enclosure)

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

*Lori Biggs  
Nursing Program Coordinator  
Effective August 30, 2012*

B. 3. a. (3) Resolution Proclaiming October United Way Month

Recommended motion: *“that the following resolution be adopted:*

*WHEREAS, the United Way of Monroe County is entering its 2012-13 campaign and will set another milestone goal that will see campaign pledges of over one million three hundred thousand dollars.*

*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 our school district.*

*THEREFORE, BE IT RESOLVED by the Monroe County Community College Board of Trustees that the College employees be encouraged to participate in the 2012-2013 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 2012 ‘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 24, 2012.”*

C. Information and Proposals

1. Delegations

2. Non-staff Communications and Reports

C. 2. a. (1) Thank you from Elizabeth Hoffman for receiving the Board of Trustees Scholarship (enclosure)

C. 2. a. (2) Thank you from Emily Masson for receiving the Board of Trustees Scholarship (enclosure)

C. 2. a. (3) Thank you from Miracle Mason for receiving the Board of Trustee Scholarship (enclosure)

C. 2. a. (4) Thank you from Kayla Glancy for receiving the Presidential Scholarship (enclosure)

C. 2. a. (5) Thank you from Laura Knisley for receiving the Presidential Scholarship (enclosure)

C. 2. a. (6) Thank you from Molly Bowman for receiving the Presidential Scholarship (enclosure)

3. President and Staff

C. 3. a. (1) Staff Appointments, Retirements, Contract Renewals

Staff Appointments:

Rachel Riffle, Administrative Assistant to the Dean of Health Sciences, effective August 6, 2012 (transfer from p/t administrative assistant - Whitman Center)

Donna Novak, Coordinator of Annual Giving/Alumni Affairs, effective August 23, 2012 (transfer from p/t grant accountant)

Lori Biggs, Nursing Program Coordinator, effective August 30, 2012

Retirements:

Bonnie Giles, Associate Professor of Business, effective July 31, 2012

Contract Renewal

Anthony Quinn, Director of Upward Bound, non-continuing contract, effective September 4, 2012 to September 3, 2013 (enclosure)

Non-renewal Contract – Third Year Probationary

Clifton Brown, Alternative Renewable Energy Technology Instructor, effective December 22, 2012

Resignation:

Sandy Kosmyna, Director of the Whitman Center, effective July 20, 2012

Chris Bulin, Administrative Assistant to the Dean of Health Sciences, effective July 20, 2012

C. 3. a. (2) Statement of General Fund Revenues and Expenditures for the Period Ending August 31, 2012 (enclosures - Board members only)

C. 3. b. (1) Whitman Center Review

C. 3. b. (2) Fall 2012 Enrollment Report (Daniels)

C. 3. b. (3) General Education/Completion of HLC Academy for the Assessment of Student Learning (Yackee)

C. 3. b. (4) Shared Governance – Council Model (Nixon)

C. 3. b. (5) Quarterly Foundation Report (Wetzel)

C. 3. b. (6) Career Technology Center Update (Blumberg)

4. Board Member and Committee Reports

C. 4. b. (1) Update on MCCA Summer Workshop 2012 (Thayer, Lauer)

C. 4. b. (2) Upcoming Events

October 4-5 – MCCA Board of Directors Meeting at Delta College

October 10-13 – ACCT Leadership Congress, Boston

October 20, 10:00 a.m. – Great Pumpkin Pursuit

October 20, 7:30 p.m. – Comedian Tim Wilson

October 22, 7:30 p.m. – Regular Board Meeting

October 23, 6:00 p.m. – College Night

October 27, 7:30 p.m. – Brass Transit: A Tribute to Chicago

October 29 – Band and Chorale Concert

November 26, 7:30 p.m. – Regular Board Meeting

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**