

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

Board of Trustees Room, Z-203
La-Z-Boy Center
6:00 p.m., June 26, 2017

BUSINESS MEETING AGENDA ITEM

A. Call to Order

Call to Order by Chair of the Board

Public Hearing - Suspend the regular order of business to conduct the public hearing on the 2017-18 budget. The Chair will entertain questions from the audience with regard to the 2017-18 budget material. The millage rate to be levied for operating purposes for the 2017-18 fiscal year will be reaffirmed as 2.1794 mills of ad valorem property taxes and that the millage rate to be levied for facilities/infrastructure improvements for the 2017-18 fiscal year be reaffirmed as .85 mills of ad valorem property tax. If there are no further questions, the Chair will declare the public hearing adjourned.

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 the May 22, 2017 regular meeting minutes and the May 22, 2017 study meeting minutes.

B. 2. a. (2) Retirement Resolution – Frank Davis

Recommended Motion: “that the following resolution of commendation be adopted:

WHEREAS, Mr. Frank Davis, has decided to retire from his position as General Maintenance Worker with Monroe County Community College, effective June 30, 2017, and

WHEREAS, for 31 years, he has taken great pride in the upkeep of the college's buildings, grounds and landscaping, sharing his knowledge and expertise with his co-workers, and

WHEREAS, as a result of his initiative and expertise in topiary gardening, he helped to create living garden sculptures on campus, and

WHEREAS, he served as a valuable member of the College's Diversity Committee, on numerous hiring committees, and participated in the Maintenance Department's Student Guide Program, and

WHEREAS, he has served as a mentor, role model and wrestling coach for the youth of Monroe County, coaching in the Dundee Wrestling Program for over 20 years, and

WHEREAS, he has served his co-workers for many years as a member of the negotiating team for the Monroe County Community College Maintenance Association, and

WHEREAS, he has continually demonstrated his commitment to the college mission and dedication to our faculty, staff, and students both on-and off-campus.

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Mr. Frank Davis, for his 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 his continued success, well-being, and happiness on this Monday, June 26, 2017.

- B. 2. a. (3) Authorization for the President to Execute an Administrative Contract (enclosure)

Recommended motion: "that the Board authorizes the President to execute a contract for the following administrator:

*Anthony Quinn, Director of Upward Bound
One-year non-continuing Contract
Effective September 4, 2017 through September 3, 2018."*

- B. 2. a. (4) Authorization for President to Execute Probationary Professional Staff Contract

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

*Linda Marsh, Human Resources Specialist
One-year Probationary Contract
Effective June 5, 2017 to June 4, 2018.”*

- B. 2. a. (5) Authorization for the President to Execute a Faculty Contract (enclosures)

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

*Derek Roberts, Associate Professor of Sociology
First-year Probationary Contract
August 21, 2017 to May 3, 2018.”*

- B. 2. a. (6) Resolution to Adopt the 2017-18 Budgets and Reaffirm Millage Rates (to be delivered under separate cover – Board members only)

Recommended motion: *“that the 2017-18 MCCC budget be approved as presented and that the millage rate to be levied for operating purposes for the 2017-18 fiscal year be reaffirmed as 2.1794 mills of ad valorem property tax and that the millage rate to be levied for facilities/infrastructure improvements for the 2017-18 fiscal year be reaffirmed as .85 mills of ad valorem property tax.”*

- B. 2. a. (7) Proposed Policy Revision – Policy 2.19, Management Salary Schedule (enclosure)

Recommended motion: *“that Policy 2.19, Management Salary Schedule, be revised as presented.”*

- B. 2. a. (8) Proposed Policy Revision – Policy 8.08, Support Staff Salary Schedule (enclosure)

Recommended motion: *“that Policy 8.08, Support Staff Salary Schedule, be revised as presented.”*

- B. 2. a. (9) Proposed Policy Revision – Policy 11.00, Adjunct Faculty Salary Schedule (enclosure)

Recommended motion: *“that Policy 11.00, Adjunct Faculty Salary Schedule, be revised as presented.”*

- B. 2. a. (10) Proposed Policy Revision – Policy 11.01, Part-Time Support Staff Salary Schedule (enclosure)

Recommended motion: *“that Policy 11.01, Part-Time Support Staff Salary*

Schedule, be revised as presented.”

- B. 2. a. (11) Proposed Policy Revision – Policy 12.05, Professional Staff Salary Schedule (enclosure)

Recommended motion: *“that Policy 12.05, Professional Staff Salary Schedule, be revised as presented.”*

- B. 2. a. (13) Authorization for President to Execute Probationary Professional Staff Contract

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

*Linda Hawley, Financial Services Coordinator
One-year Probationary Contract
Effective July 1, 2017 to June 30, 2018.”*

- B. 2. a. (16) Authorization for President to Execute Probationary Professional Staff Contract

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

*Denise Lindemann, Assistant Director of Financial Services
One-year Probationary Contract
Effective July 1, 2017 to June 30, 2018.”*

- B. 2. a. (17) Authorization for President to Execute Probationary Professional Staff Contract

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

*John Wyrabkiewicz, Network and Systems Architect
One-year Probationary Contract
Effective July 1, 2017 to June 30, 2018.”*

- B. 2. a. (18) Michigan Council for Arts and Cultural Affairs (MCACA) Submission (enclosures) (Myers)

Recommended motion: *“that the Board approve the application for the Michigan Council for the Arts and Cultural Affairs Grant.”*

B. 2. a. (19) Board of Trustees Schedule of Meetings for the Fiscal Year 2017-18

Recommended motion: *“that the schedule of meetings of the Board of Trustees for the fiscal year 2017-18 be adopted as follows:*

Time: 6:00 p.m.
*Place: Board of Trustees Room, Z-203**
La-Z-Boy Center

**The April 23, 2018 meeting will be held at the MCCC Whitman Center, 7777 Lewis Avenue, Temperance, Michigan.*

Monday, September 25, 2017 Monday, February 26, 2018
Monday, October 23, 2017 Monday, March 26, 2018
Monday, November 27, 2017 Monday, April 23, 2018 (Whitman)
Monday, January 22, 2018 Monday, May 21, 2018
Monday, June 25, 2018.”

B. 2. a. (18) MCCA Representation for 2017-2018

Recommended motion: *“that the following individuals be designated to represent the Board before the Michigan Community College Association Board of Directors for the year 2017-18*

Trustee Director _____
Alternate Trustee Director _____
President Director *Dr. Kojo A. Quartey.”*

B. 2. a. (19) Architectural Services – East and West Technology Buildings

Recommended motion: *“that _____ be selected as the architectural firm to assist the College in the performance of all architectural and engineering services for the design and construction of the addition and renovations to the East and West Technology Buildings.”*

B. 2. a. (20) 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 events which will be held as indicated:*

The Bacchus Society’s 6th Annual REDS, WHITES and BLUES – November 2, 2017 – The Cellar”

C. Information and Proposals

1. Delegations

2. Non-staff Communications and Reports

C. 2. a. (1) The Board received a note of thanks from Drew Scholl for the award of a Presidential Scholarship (enclosure)

3. President and Staff

C. 3. a. (1) Staff Appointments, Faculty Appointment, Faculty Temporary Full-time Appointments, Contract Renewal, Retirement, etc.

Staff Appointments:

Linda Marsh, Human Resources Specialist, effective June 5, 2017 to June 4, 2018 (position classification upgrade from support staff to professional staff) (replacing Ann Gerweck)

Linda Hawley, Financial Services Coordinator, effective July 1, 2017 to June 30, 2018 (position classification upgrade from support staff to professional staff)

Denise Lindemann, Assistant Director of Financial Services, effective July 1, 2017 to June 30, 2018 (position classification upgrade from support staff to professional staff)

John Wyrabkiewicz, Network and Systems Architect, effective July 1, 2017 to June 30, 2018 (position classification upgrade from support staff to professional staff)

Transfer

Kellie Kull, Administrative Assistant to the Director of Admissions, effective July 1, 2017 (replacing Julie Billmaier)

Contract Renewal

Anthony Quinn, Director of Upward Bound, non-continuing contract, effective September 4, 2017 to September 3, 2018

Administrator Full-time Temporary Appointment

Bonnie Boggs, Director of Respiratory Therapy, Full-time Temporary Administrator, effective July 1, 2017 (replacing Nicholas Prush)

Faculty Appointment

Derek Roberts, Associate Professor of Sociology, effective August 21, 2017 to May 3, 2018 (1st year probationary contract)

Faculty Full-time Temporary Appointments:

Mark Locher, Electronics Instructor, effective August 21, 2017 to May 3, 2018
(replacing Tom Harrill)

Laura Menard, English Instructor, effective August 21, 2017 to May 3, 2018
(replacing Terry Telfer)

Michele Persin Toll, English Instructor, effective August 21, 2017 to May 3, 2018
(replacing Cheryl Johnston)

Retirement

Frank Davis, General Maintenance Worker, effective June 30, 2017

C. 3. a. (2) Statement of General Fund Revenues and Expenses for the Period Ending May 31, 2017 (enclosure)

C. 3. a. (3) The Board received a note of thanks from James and Danielle Vallade for the flowers sent at the at the birth of their son, Matthew (enclosure)

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

C. 3. b. (2) Foundation Quarterly Update (Myers)

4. Board Member and Committee Reports

C. 4. b. (1) Upcoming Events

July 25, 5:30 – MCCA Summer Workshop Presidents and Trustee Welcome
Barbecue, Mackinaw Island

July 26-28 – 2016 Summer Conference, Mackinaw Island

August 22 – Employee Recognition Breakfast

Sept. 8 – MCCC Alumni Association Golf Outing

Sept. 25-28 – ACCT Annual Leadership Conference, Las Vegas, NV

Sept. 28-29, 11:00 a.m. – Student Success Summit, 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.