

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

Board of Trustees Room, Z203
La-Z-Boy Center
6:00 p.m., January 27, 2020

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 the 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. Pulled items will move to the 4. New Business area of the Agenda.)

B. 2. a. (1) Approval of the minutes of the special meeting of October 21, 2019 and the regular meeting of November 28, 2019 (enclosures)

2. Old Business

None

4. New Business

B. 4. a. (1) Resolution of Commendation – Ms. Jane Clevenger

WHEREAS, Ms. Jane Clevenger has decided to retire from her position at Monroe County Community College, effective January 31, 2020, and

WHEREAS, Ms. Clevenger has diligently served as Administrative Assistant at the Whitman Center and the Learning Assistance Lab for the past 30 years, and

WHEREAS, Ms. Clevenger began her career at MCCC by serving as the part-time Administrative Assistant to the Director of Extension Centers for an additional five years, and

WHEREAS, Ms. Clevenger has become affectionately known as “*the voice*” of the MCCC Whitman Center, and

WHEREAS, Ms. Clevenger has actively served on several committees, participated in staff development activities, attended a variety of special events, and volunteered for a variety of events and ceremonies throughout her tenure, and

WHEREAS, Ms. Clevenger has assisted with testing accommodations, Perkins Grant audits, procedural and process modifications, and a variety of training sessions, and

WHEREAS, Ms. Clevenger is known for her warm smile, gentle demeanor, attention to detail, flexibility, positive attitude, and willingness to help, and

WHEREAS, Ms. Clevenger has positively impacted the lives of future students, current students, guests, community members, faculty, administrators, and fellow staff, and

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Ms. Jane Clevenger for her 30 years of dedicated service to Monroe County Community College, and

THEREFORE, BE IT RECORDED that the Board of Trustees expresses its very best wishes for her continued success, well-being, and happiness on this Monday, January 27, 2020.

B. 4. a. (2) Sabbatical Request – Ms. Denise Robinson

Recommended motion: “*that Ms. Denise Robinson be granted a sabbatical for the Fall 2020 semester to complete a Ph.D. in Adult Education, Nursing.*”

B. 4. a. (3) Proposed New Policy – Chosen Name Policy 6.49

Recommended motion: “*that Policy 6.49, Chosen Name Policy, be adopted as presented.*”

B. 4. a. (4) Proposed Policy Revision – Policy 4.01, Calendar (Yackee)

Recommended motion: “*that Policy 4.01, Calendar be approved as presented.*”

B. 4. a. (5) Transfer of Funds (Wetzel)

Recommended motion: “that the Board approve the revised 2019-2020 Budget as presented.” (enclosures)

C. Information and Proposals

1. Delegations
2. Non-staff Communications and Reports
3. President and Staff

C. 3. a. (1) Position Upgrades, Retirements, Resignation, etc.

Position Upgrade:

Laura Hamel, Accounting Associate, effective January 6, 2020

Retirement:

Randell Daniels, Vice President of Student and Information Services, effective March 1, 2020

Jane Clevenger, Administrative Assistant, Whitman Center, effective January 31, 2020

Resignation:

Christopher Perria, Science Lab Coordinator, effective December 13, 2019

- C. 3. a. (2) The Board received a note of thanks from the John Wyrabkiewicz family for the kindness expressed and the flowers sent at the passing of John’s father, Stan Wyrabkiewicz (enclosure)
- C. 3. a. (3) The Board received a note of thanks from the Tom Scheer family for the memorial sent at the passing of Tom’s mother, Kay Scheer (enclosure)
- C. 3. a. (4) The Board received a note of appreciation from the Grace Yackee family for the memorial donation to the Angel Foundation sent at the passing of Tim Yackee’s father, Tom Yackee
- C. 3. a. (5) Statement of General Fund Revenues and Expenses for the periods ending November 30, 2019 and December 31, 2019 (enclosures)
- C. 3. a. (6) 2020 Winter Enrollment Report (Rafko)
- C. 3. a. (7) Quarterly Report to the Board – Summer 2019 through Early October 2019 (Verkennes)
- C. 3. b. (1) Non-credit Enrollment Report (Kinsey, Pillarelli, Yackee)

C. 3. b. (2) President’s Report (Quartey)

4. Board Member and Committee Reports

C. 4. b. (1) Campus Facility Naming Committee Update (Lambrix)

C. 4. b. (2) Alumnus of the Year Committee – Nominations Due by January 30, 2020,
Recommendation Due at the February Board Meeting

*Steve Hill
Krista Lambrix
Mary Kay Thayer

C. 4. b. (3) College Supporter of the Year Committee – Nominations Due by March 15, 2020,
Recommendation Due at the April Board Meeting

Florence Buchanan
*Aaron Mason
William Bruck

C. 4. b. (4) Board Self-Evaluation Forms – Due to the President’s Office by March 9th

C. 4. b. (5) Appointment of Presidential Compensation Review Committee

C. 4. b. (6) Upcoming Events

January 31, 11:30 a.m. – Chamber Legislative Luncheon, Monroe Golf & County Club

February 1, 7:30 p.m. – Andy Peters: Home for the Almost Holidays

February 8, 6:00 p.m. – Student Government, “A Night Under the Stars”, River Raisin Banquet Center

February 9-12 – ACCT National Legislative Summit, Washington DC

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

February 17, One Book, One Community Celebrity Waiter Night, Joe’s French Italian Inn

February 24, 1:30 a.m. – Chamber Legislative Luncheon, St. George Cultural Center

February 24, 7:30 p.m. – Band & Chorale Concert

February 24, 6:00 p.m. – Board of Trustees Regular Meeting

February 29, 7:00 p.m. - 33rd Annual Black History Month Blues Series Concert

D. Adjournment

If you have a disability and need special accommodations, please contact the Office of Human Resources at least five business days before the scheduled meeting by calling (734) 384-4245, or by writing to this office at Monroe County Community College, 1555 South Raisinville Road, Monroe, MI