

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

Microsoft Teams and
Founders Hall, Room, F-129
6:00 p.m., February 23, 2022

Microsoft Teams meeting

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Please note this will be an in-person meeting for Board members, the President and the Vice Presidents. All other college administrators, staff members, and guests are encouraged to join via Microsoft Teams so that everybody can socially distance and stay safe. There will be some limited seating available in the room for guests. All attendees are required to wear a mask for the duration of the meeting while in the building. Thank you.

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 regular meeting of November 22, 2021 and the special meeting of January 5, 2022 (enclosures)

B. 2. a. (2) Appointment of Group One Directors (MCCC Trustees) to The Foundation at

MCCC for a 3-year term expiring December 31, 2021 (enclosure)

Recommendation of Group One Directors:

Group One shall consist of not less than two (2) and not more than three directors who are incumbent members of the Monroe County Community College's Board of Trustees, appointed by the Governing Board chair following consultation with the Board of Trustees.

Three-Year Term Expiring December 31, 2023

_____”
_____:

- B. 2. a. (3) Board Authorization for the President to Execute Contract Renewals for Administrators:

Recommended motion: *“that the Board authorizes the President to execute the following three-year administrative contract renewals, effective July 1, 2022 to June 30, 2025:*

Administrative Contract Renewals (July 1, 2022 - June 30, 2025):

*Ijaz Ahmed, Director of Respiratory Therapy
Jack Burns, Jr., Director of Campus Planning and Facilities
Parmeshwar (Peter) Coomar, Dean of Applied Science and Engineering Technology
Kevin Cooper, Dean of Science and Mathematics
Valerie Culler, Director of Financial Aid
Andrew Fischer, Director of Financial Services
Kelly Heinzerling, Director of Purchasing and Auxiliary Services
Barry Kinsey, Director of Workforce Development
Brian Lay, Chief Information Officer
Kimberly Lindquist, Dean of Health Sciences/Director of Nursing
Joshua Myers, Executive Director of The Foundation
Tina Pillarelli, Director of Lifelong Learning
James Ross, Director of Data Processing
Linda Torbet, Director of Human Resources
Joseph Verkennes, Director of Marketing and Communications
Tracy Vogt, Registrar
Suzanne Wetzel, Vice President of Administration and Treasurer
Grace Yackee, Vice President of Instruction.”*

- B. 2. a. (4) Board Authorization for the President to Execute Probationary Administrative Contract (enclosure)

Recommended motion: *“that the Board authorizes the President to execute a third-year probationary administrative contract to:*

Quri Wygonik, Director of Research, Planning and Accreditation

*Third-Year Probationary Contract
Effective July 1, 2022 through June 30, 2023.”*

- B. 2. a. (5) Board Authorization for the President to Execute Probationary Administrative Contract (enclosure)

Recommended motion: *“that the Board authorizes the President to execute a third-year probationary administrative contract to:*

*Scott Behrens, Vice President of Enrollment Management and Student Success
Third-Year Probationary Contract
Effective July 1, 2022 through June 30, 2023.”*

- B. 2. a. (6) Board Authorization for the President to Execute Probationary Administrative Contract (enclosure)

Recommended motion: *“that the Board authorizes the President to execute a second-year probationary administrative contract to:*

*Leon Letter, Dean of Business
Second-Year Probationary Contract
Effective July 1, 2022 through June 30, 2023.”*

- B. 2. a. (7) Board Authorization for the President to Execute Probationary Administrative Contract (enclosure)

Recommended motion: *“that the Board authorizes the President to execute a first-year probationary administrative contract to:*

*Gerald McCarty II, Director of Student Success
First-Year Probationary Contract
Effective November 18, 2021 through June 30, 2022.”*

- B. 2. a. (8) Board Authorization for the President to Execute Probationary Administrative Contract (enclosure)

Recommended motion: *“that the Board authorizes the President to execute a first-year probationary administrative contract to:*

*Tracy Perry, Director of Enrollment Management
First-Year Probationary Contract
Effective December 16, 2021 through June 30, 2022.”*

- B. 2. A. (9) Board Authorization for President to Execute a Continuing Faculty Contract (enclosure)

Recommended motion: *“that the Board authorizes the President to execute the following continuing faculty contract:*

*Matt Bird-Meyer, Professor of Journalism and Humanities
Continuing Faculty Contract
Effective August 22, 2022.”*

- B. 2. a (10) Board Authorization for President to Execute a Continuing Faculty Contract (enclosure)

Recommended motion: *“that the Board authorizes the President to execute the following continuing faculty contract:*

*Mark Jager, Instructor of Materials and Welding Technology
Continuing Faculty Contract
Effective August 22, 2022.”*

- B. 2. a. (11) Board Authorization for President to Execute a Continuing Faculty Contract (enclosure)

Recommended motion: *“that the Board authorizes the President to execute the following continuing faculty contract:*

*Daniel Wood, Assistant Professor of Criminal Justice
Continuing Faculty Contract
Effective August 22, 2022.”*

- B. 2. a. (12) Authorization for the President to Execute a Third-Year Probationary Faculty Contract (enclosure)

Recommended motion: *“that the Board authorizes the President to execute a third-year probationary contract for the following faculty member:*

*Nien-Chu “Alex” Wan, Assistant Professor of Electrical Engineering Technology
Third-Year Probationary Faculty Contract
Effective August, 22, 2022 to May 5, 2023.”*

- B. 2. a. (13) Board Authorization for the President to Execute a First-Year Probationary Faculty Contract (enclosure)

Recommended motion: *“that the Board authorizes the President to execute a first-year probationary faculty contract to:*

*Esref Emrah Kazan, Associate Professor of Applied Science and Engineering
Technology
First-Year Probationary Faculty Contract*

Effective January 4, 2022 through January 3, 2023.”

- B. 2. a. (14) Board Authorization for President to Execute a Continuing Faculty Contract to Administrator (enclosure)

Recommended motion: “that the Board authorizes the President to execute the following continuing faculty contract per Policy 2.31, Administrative Faculty Status:

*Linda Torbet, Director of Human Resources
Continuing Faculty Contract to Administrator
Effective July 1, 2022.”*

3. Old Business
None

4. New Business

- B. 4. a. (1) Proposed Adoption of the Diversity, Equity, and Inclusion Belonging Plan (enclosure) (Torbet)

Recommended motion: “that the Board adopt the Diversity, Equity, and Inclusion: Belonging Plan as presented” (enclosure)

- B. 4. a. (2) Transfer of Funds (enclosure) (Wetzel)

Recommended motion: “that the Board approve the revised 2021-2022 Budget as presented.” (enclosure)

C. Information and Proposals

1. Delegations

2. Non-staff Communications and Reports

- C. 2. a. (1) Announcements from Brandy Johnson, President, Michigan Community College Association (MCCA)

- C. 2. a. (2) Letter to the Board of Trustees from Ms. Candice Palmer-Ferrell (enclosure – Board Only)

- C. 2. a. (3) Letter to the Board of Trustees from Ms. Maria Kay (enclosure – Board Only)

3. President and Staff

- C. 3. a. (1) Administrative Contract Renewals, Staff Appointments, Promotion, Probationary Administrative Contract, Continuing Faculty Contracts, Probationary Faculty Contracts, Retirement, Resignation, etc.

Administrative Contract Renewals (July 1, 2022 - June 30, 2025):

Ijaz Ahmed, Director of Respiratory Therapy

Jack Burns, Jr., Director of Campus Planning and Facilities

Parmeshwar (Peter) Coomar, Dean of Applied Science and Engineering Technology

Kevin Cooper, Dean of Science and Mathematics

Valerie Culler, Director of Financial Aid

Andrew Fischer, Director of Financial Services

Kelly Heinzerling, Director of Purchasing and Auxiliary Services

Barry Kinsey, Director of Workforce Development

Brian Lay, Chief Information Officer

Kimberly Lindquist, Dean of Health Sciences/Director of Nursing

Joshua Myers, Executive Director of The Foundation

Tina Pillarelli, Director of Lifelong Learning

James Ross, Director of Data Processing

Linda Torbet, Director of Human Resources

Joseph Verkennes, Director of Marketing and Communications

Tracy Vogt, Registrar

Suzanne Wetzel, Vice President of Administration and Treasurer

Grace Yackee, Vice President of Instruction.”

Continuing Contract for Administrators (effective 7/1/2020-6/30/2025):

Linda Torbet, Director of Human Resources

Continuing Faculty Contract for Administrator (effective 7/1/2022):

Linda Torbet, Director of Human Resources

Staff Appointments:

Devin Morrison, General Maintenance Worker, effective September 27, 2021
(replacing William Bennett)

Adam Prater, General Maintenance Worker, effective January 3, 2022 (replacing
Token Conde)

Jacob Johnson, General Maintenance Worker, effective December 16, 2021
(replacing Michael Varney)

Promotion:

Brianna Pio, Institutional Research Analyst, effective January 3, 2022 (promoted
from Student Success Navigator, Math)

3rd Year Probationary Administrative Contract (7/1/2022- 6/30/2023):

Scott Behrens, Vice President of Enrollment Management and Student Success
Quri Wygonik, Director of Research, Planning and Accreditation

2nd Year Probationary Administrative Contract (7/1/2021-6/30/2023):
Leon Letter, Dean of Business

1st Year Probationary Administrative Contract (11/18/2021-6/30/2023):
Gerald McCarty II, Director of Student Success

1st Year Probationary Administrative Contract (12/16/2021-6/30/2023):
Tracy Perry, Director of Enrollment (replacing Ryan Rafko)

Continuing Faculty Contracts (effective 8/22/2022):
Matt Bird-Meyer, Professor of Journalism and Humanities
Mark Jager, Instructor of Materials and Welding Technology
Daniel Wood, Assistant Professor of Criminal Justice

3rd Year Probationary Faculty Contract (effective 8/22/2022-5/6/2023):
Nien-Chu “Alex” Wan, Assistant Professor of Electrical Engineering Technology

1st Year Probationary Faculty Contract (1/4/2022-1/3/2023):
Esref Emrah Kazan, Associate Professor of Applied Science Technology

Retirement:
Thomas Kleman, Maintenance Chief, effective February 23, 2022.

Resignation:
Damaris Sargent, Student Success Navigator – Retention and Completion, effective February 4, 2022

- C. 3. a. (2) The Board received a note of thanks from Amy Salliotte for the donations to Alzheimer’s at the passing of her mother in November and for her father’s passing in January (enclosure)
- C. 3. a. (3) Statement of General Fund Revenues and Expenses for the periods ending November 30, 2021; December 31, 2021; and January 31, 2022 (enclosures)
- C. 3. a. (4) 2021 Winter Enrollment Report (Behrens/Verkennes)
- C. 3. b. (1) President’s Report (Quartey)
- C. 3. b. (2) Non-credit Enrollment Report (Yackee)
- C. 3. b. (3) Enriching Lives Fall 2021 Award (Verkennes)
- C. 3. b. (4) The Foundation Report (Myers)
- C. 3. b. (5) Closed Session

Recommended motion: *“that the Board of Trustees go into Closed Session to discuss a matter exempt from disclosure under Section 15.268(d) of the Open Meetings Act.”*

3. Board Member and Committee Reports

- C. 4. b. (1) Nominations for Alumnus of the Year are due by January 30, 2021.
Recommendations from the committee are due at the February Board Meeting.
(Dowler)

Alumnus of the Year Selection Committee

Krista Lambrix
Mary Kay Thayer
Steve Hill

- C. 4. b. (2) Nominations for College Supporter of the Year are due by March 15, 2022.
Recommendations from the committee are due at the April Board Meeting.
(Dowler)

College Supporter of the Year Selection Committee

Florence Buchanan
Aaron Mason
Steve Hill

- C. 4. b. (3) Presidential Evaluation Form (enclosure) (Dowler)

C. 4. b. (4) Upcoming Events

March 7, 10:00 a.m. – Phi Theta Kappa Awards Luncheon – Lansing Center,
Lansing, MI
March 12, 7:30 p.m. – The 2U Show the World’s 2nd Best U2 Show
March 18, 8:00 p.m. – The Detroit Symphony Orchestra – Meyer Theater
March 24, 8:00 a.m. – MCCA Board of Directors Meeting, Montcalm Community
College, Greenville Campus
March 28, 6:00 p.m. – Board of Trustees Regular Meeting
April 1-5, Higher Learning Commission Annual Conference, Chicago, IL
April 11, 6:00 p.m. - The Foundation Board of Directors Meeting

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