

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

Dining Room
Warrick Student Center
Monroe County Community College
5:30 p.m., March 6, 2023

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 January 23, 2023 (enclosures)

B. 2. a. (2) Board Authorization for President to Execute a Continuing Administrative Contract (enclosure)

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

*Scott Behrens, Vice President of Enrollment Management and Student Success
Continuing Administrative Contract
Effective July 1, 2023 through June 30, 2025 .”*

B. 2. a. (3) 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:*

*Scott Behrens, Vice President of Enrollment Management and Student Success
Continuing Faculty Contract to Administrator
Effective July 1, 2023”*

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

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

*Quri Wygonik, Director of Research, Planning and Accreditation
Continuing Administrative Contract
Effective July 1, 2023 through June 20, 2025.”*

- B. 2. a. (5) 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:

*Quri Wygonik, Director of Research, Planning and Accreditation
Continuing Faculty Contract to Administrator
Effective July 1, 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 third-year probationary administrative contract to:

*Leon Letter, Dean of Business
Third-Year Probationary Contract
Effective July 1, 2023 through June 30, 2024.”*

- 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 second-year probationary administrative contract to:

*Gerald McCarty II, Dean of Student Services
Third-Year Probationary Contract
Effective July 1, 2023 through June 30, 2024.”*

- 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:*

*Katie Navock, Director of Enrollment Management
Frist-Year Probationary Contract
Effective February 20, 2023 through February 19, 2024.”*

- B. 2. a. (9) 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:*

*Nickie Hampsher, Director of Financial Aid
Frist-Year Probationary Contract
Effective February 20, 2023 through February 19, 2024.”*

- B. 2. a. (10) 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:*

*Sarah Mason, Registrar
Frist-Year Probationary Contract
Effective February 27, 2023 through February 26, 2024.”*

- B. 2. a. (11) Board Authorization for the President to Execute a One-Year Probationary Professionals Staff Contract (enclosure) (delivered under separate cover)

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

*William Wilt, Theater and Cultural Events Manager,
One-Year Probationary Professional Staff Contract
Effective January 30, 2023 through January 29, 2024.”*

3. Old Business
None

4. New Business

- B. 4. a. (1) Resolution of Commendation – Ms. Glori Jonkman

Recommended motion: *That the Board adopt the following resolution of commendation for Ms. Glori Jonkman:*

WHEREAS, Mrs. Glori Jonkman has decided to retire from her position at Monroe County Community College, effective February 28, 2023 and

WHEREAS, Mrs. Jonkman has diligently served MCCC as a person endowed with administrative and financial services expertise for the past 25 years, and

WHEREAS, Mrs. Jonkman began her career at MCCC serving the college through the Foundation for five years as Secretary to the Executive Director to manage an array of administrative duties to support the programs, fundraising activities, and friend building efforts of the organization, and

WHEREAS, Mrs. Jonkman continued her career at MCCC serving the college more directly in the finance and administration division for twenty years as the Assistant to the Vice President of Finance & Administration/Treasurer, her most recent title, where she organized the division's financial history, maintained the administrative records and daily activity schedules, assisted the cash investing efforts, and

WHEREAS, Mrs. Jonkman managed a wide variety of essential tasks and details associated with financial and administrative matters to perform functions that were diverse, responsible, complex, and non-supervised, and

WHEREAS, Mrs. Jonkman had an impeccable work ethic and was known for arriving early to work, rarely taking a day off and always going the extra mile to ensure the daily activities of the office and the division were completed, and

WHEREAS, Mrs. Jonkman provided excellent and willing customer service to all persons, whether student, stakeholder, or vendor, who visited the division to conduct business, needed help or directions, or just a kind, supportive word to steady them, and

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Mrs. Glori Jonkman for her 25 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, March 6, 2023.”

B. 4. a. (2) Proposed Policy Change – Policy 3.18, Student Wages

Recommended motion: “that Policy 3.18, Student Wages, be approved as presented.”

B. 4. a. (3) The Foundation Bylaws Revision: Article X – Indemnification

Recommended motion: “that Article X of The Foundation at Monroe County Community College bylaws be revised as follows:

“Subject to the conditions set out below, each person now or heretofore or hereafter a Foundation director, officer or employee of The Foundation, whether

or not such person continues to serve in any such capacity at the time of incurring the costs or expenses hereinafter indicated, shall—to the fullest extent now or hereinafter permitted by law, and in an amount not to exceed the limit of the coverage provided to The Foundation under its directors and officers (D&O) liability policy—be indemnified by The Foundation against all financial loss, damage, costs and expenses (including counsel fees) reasonably incurred by or imposed upon him/her in connection with or resulting from any civil or criminal . . . [continue as in original].”

- B. 4. a. (4) Appointment of Group One Directors (MCCC Trustees) to The Foundation at MCCC for a 3-year term expiring December 31, 2025 (enclosure)

Recommendation of Group One Directors:

Group One shall consist of not less than two (2) and not more than three (3) 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, 2025

_____.”

C. Information and Proposals

- 1. Delegations
- 2. Non-staff Communications and Reports
None
- 3. President and Staff

- C. 3. a. (1) Position Transfer Professional Staff, Continuing Contract for Administrator, Continuing Faculty Contract for Administrator, Probationary Contract for Administrators Probationary Faculty Contracts, Retirement, Resignation, etc.

Position Transfer Professional Staff:

William Wilt, Theater and Cultural Events Manager, effective January 30, 2023
(Moved from Part-time to Full-time Professional Staff)

Continuing Contract for Administrators (effective 7/1/2023-6/30/2025):

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

Continuing Faculty Contract for Administrator (effective 7/1/2023):

Scott Behrens, Vice President of Enrollment Management and Student Success,
effective July 1, 2023

Quri Wygonik, Director of Research, Planning, and Accreditation, effective July 1, 2023

3rd Year Probationary Administrative Contract:

Leon Letter, Dean of Business, effective July 1, 2023 through June 30, 2024
Gerald McCarty II, Dean of Student Services, effective July 2, 2023 through June 30 2024 (new position)

1st Year Probationary Administrative Contract:

Katie Navock, Director of Enrollment Management, effective February 20, 2023 through February 19, 2024 (Replacing Tracy Perry)
Nickie Hampsher, Director of Financial Aid effective February 20, 2023 through February 19, 2024 (Promotion from Assistant Director of Financial Aid, replacing Valerie Culler)

1st Year Probationary Administrative Contract:

Sarah Mason, Registrar, effective February 27, 2023 through February 26, 2024 (replacing Tracy Vogt)

2nd Year Probationary Faculty Contract:

Esref Emrah Kazan, Associate Professor of Applied Science Technology, effective January 4, 2023 through January 3, 2024

Retirement:

Glori Jonkman, Administrative Assistant to the Vice President of Finance and Administration, effective February 28, 2023

Resignation:

Kessie McLeod, Registrar's Office Assistant and Processor, effective February 19, 2022.

- C. 3. a. (2) Statement of General Fund Revenues and Expenses for the period ending January 31, 2023 (enclosures)
- C. 3. a. (3) Enriching Lives Fall 2022 Award (Kinsey)
- C. 3. b. (1) President's Report (enclosure)(Quartey)
- C. 3. b. (2) The Financial Health of the College (Matt Hehl)
- C. 3. b. (3) HLC Accreditation and Student Success Academy (Yackee; Behrens; Fowler)
- C. 3. b. (4) Agriculture and Culinary Program Updates (Yackee)
- C. 3. b. (5) Alumnus of the Year Nomination Dates and Process Changes

3. Board Member and Committee Reports

C. 4. b. (1) Upcoming Events

March 6, 7:30 p.m. - College/Community Symphony Band and Agora
Chorale Concert – Meyer Theater

March 16, 10:00 a.m. – Phi Theta Kappa Awards Luncheon – Lansing Center,
Lansing, MI

March 17, 8:00 p.m. – The Detroit Symphony Orchestra – Meyer Theater

March 25-28 - Higher Learning Commission Annual Conference, Chicago, IL

March 27, 6:00 p.m. – Board of Trustees Regular Meeting

April 10, 6:00 p.m. - The Foundation Board of Directors Meeting

April 25, 6:30 p.m. – Honors Reception, - Meyer Theater and Atrium

April 28, 5:30 p.m. – Commencement – Gerald Welch Health Education Building,
Multipurpose Room.

April 26, 6:00 p.m. – Phi Theta Kappa Induction Ceremony – Meyer Theater

May 18-19 8:00 a.m. – MCCA Board of Directors Meeting, Bay College, Escanaba

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