

AGENDA
SPECIAL MEETING OF THE BOARD OF TRUSTEES OF THE
MONROE COUNTY COMMUNITY COLLEGE DISTRICT
(734) 242-7300, Ext. 4311

Conference Room S-173a
Warrick Student Center
March 24, 2025, 4:00 p.m.

CALL TO ORDER

1. Call to Order by Chair of the Board
2. Delegations
3. Discussion of the MCCC 2025-30 Strategic Plan

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 48161-9746.

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

Conference Rooms S-173 b, c, d,
Warrick Student Center
5:30 p.m., March 24, 2025

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 1

(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) Board Authorization for the President to Execute Contract Renewals for Administrators:

Recommended motion: *“that the Board authorize the President to execute the following three-year administrative contract renewals, effective July 1, 2025 to June 30, 2028:*

Administrative Contract Renewals (July 1, 2025- June 30, 2028):
Scott Behrens, Vice President of Enrollment Management and Student Success
Gerald McCarty II, Dean of Student Services.”

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

Recommended motion: *“that the Board authorize the President to execute a probationary administrative contract to:*

*Sarah Mason, Registrar
Third-Year Probationary Contract
Effective June 30, 2025 through July 1, 2026.”*

2. Consent Agenda 2

(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. (3) Approval of the minutes of the February 23, 2025 regular meeting and the March 5, 2025 special meeting (enclosures)

B. 2. a. (4) Resolution to Set College Millage Levy for 2025-26

Recommended Motion: “that the following resolution to set the College millage levy for the 2025-26 fiscal year be adopted subject to Headlee rollback provisions

*Operating 2.1794 mills
Facilities/Infrastructure .85 mills*

THEREFORE BE IT RESOLVED, that the clerks of the cities and townships of Monroe County be given written notice of this action. Each clerk shall be requested to forward such notice to the appropriate assessing officers of the cities and townships.

BE IT FURTHER RESOLVED, that taxes to be raised against property within any city, any portion of which lies within the community college district boundaries, may be levied and collected in the same manner and at the same time as the city taxes.”

B. 2. a. (5) Board Authorization for the President to Execute Contract Renewals for Administrators:

Recommended motion: “that the Board authorize the President to execute the following three-year administrative contract renewals, effective July 1, 2025 to June 30, 2028:

Administrative Contract Renewals (July 1, 2025- June 30, 2028):

*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
Kelly Heinzerling, Director of Purchasing and Auxiliary Services
Barry Kinsey, Director of Workforce Development
Joshua Myers, Executive Director of The Foundation*

*Tina Pillarelli, Director of Lifelong Learning
Helen Stripling, Director of Health Sciences, Dean of Respiratory Therapy
Linda Torbet, Executive Director of Human Resources
Joseph Verkennes, Director of Marketing and Communications
Quri Wygonik, Director of Institutional Effectiveness and Chief Data Officer*

Grace Yackee, Vice President of Instruction.”

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

Recommended motion: “that the Board authorize the President to execute a second probationary administrative contract to:

*Katie Navock, Director of Enrollment Management
Third-Year Probationary Contract
Effective July 1, 2025 through June 30, 2026.”*

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

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

*Nickie Hampsher, Director of Financial Aid
Third-Year Probationary Contract
Effective July 1, 2025 through June 30, 2026.”*

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

Recommended motion: “that the Board authorize the President to execute a probationary contract to:

*Beverly Tomek, Dean of Humanities and Social Sciences
Third-Year Probationary Contract
Effective June 30, 2025 through July 1, 2026.”*

- B. 2. a. (9) Board Authorization for the President to Execute an Administrative Contract

Recommended motion: “that the Board authorize the President to execute an administrative contract to:

*Frank Thomas, Director of Financial Services
Second Year Probationary Contract
Effective July 1, 2025 through June 30, 2026.”*

B. 2. a. (10) Board Authorization for the President to Execute an Administrative Contract

Recommended motion: *“that the Board authorize the President to execute an administrative contract to:*

*John Wyrabkiewicz, Chief Information Officer
Third-Year Probationary Contract
Effective July 1, 2025 through June 30, 2026*

B. 2. a. (11) Board Authorization for the President to Execute an Administrative Contract

Recommended motion: *“that the Board authorize the President to execute an administrative contract to:*

*Christopher Gossett, Manager of Enterprise Data Services
Third-Year Probationary Contract
Effective July 1, 2025 through June 30, 2026”*

B. 2. a. (12) Board Authorization for the President to Execute an Administrative Contract

Recommended motion: *“that the Board authorize the President to execute an administrative contract to:*

*Rick Hubbert, Manager of Information Technology Infrastructure
Third-Year Probationary Contract
Effective July 1, 2025 through June 30, 2026”*

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

Recommended motion: *“that the Board authorize the President to execute a professional staff contract to:*

*Randy Bennett, Adult Learner Advocate
One-Year Probationary Contract
Effective February 12, 2025 through February 11, 2026.”*

B. 2. a. (14) Board Authorization for the President to Execute a One-Year Probationary Contract

Recommended motion: *“that the Board authorize the President to execute a professional staff contract to:*

*Justin Wisniewski, Academic Skills Coordinator – Upward Bound
One-Year Probationary Contract
Effective February 27, 2025 through February 26, 2026.”*

3. Old Business

- a. Written
- b. Verbal

4. New Business

- a. Written
- b. Verbal

B. 4. a. (1) Alumnus of the Year Recommendation (Edwards, Svatek-Whitson)

Recommended motion: *“that _____ be selected as the 2024-25 Alumnus of the Year.”*

B. 4. a. (2) Michigan’s Coordinator to ACCT

Recommended motion: *“that the Monroe County Community College Board of Trustees hereby authorizes _____ to serve in a voluntary role as Michigan’s Coordinator to the Association of Community College Trustees.”*

B. 4. a. (3) Proposed Revision – Policy 3.05, Tuition and Fees (enclosures) (Creagh)

Recommended motion: *“that Policy 3.05, Tuition and Fees, be revised as presented, effective Fall 2025:*

<u>Tuition</u>	Beginning <u>Fall 2024</u>	Beginning <u>Fall 2025</u>
*Resident (per billable contact hour)	\$ 129.52	\$ _____
Non-Resident (per billable contact hour)	\$ 221.26	\$ _____
Out-of-State/International (per billable contact hour)	\$ 246.48	\$ _____
Non-Resident Student Apprentices (per billable contact hour)	Rate Resident Rate	Resident Rate
<i>Non-Credit Instruction, including Continuing Education Units (C.E.U.'s)</i>	<i>Rates vary</i>	<i>Rates vary</i>

Miscellaneous Fees

<i>Technology Fee (per billable contact hour)</i>	<i>\$ _____</i>
<i>Technology Fee (per non-credit clock hour).....</i>	<i>\$ 2.00</i>
<i>Registration (per student for each semester registering).....</i>	<i>\$40.00</i>
<i>Graduation Expenses - Cap, Gown, and Tassel Cost.....</i>	<i>Varies</i>
<i>Laboratory Fees.....</i>	<i>Fees vary according to the class</i>
<i>Special Fees (Required costs for specific materials, rentals, testing, etc.) Fees vary according to the class/program</i>	

<i>Transcript, per copy</i>	\$ 5.00
<i>Credit by Exam Fee (Non-refundable) – 1 contact hour</i>	\$35.00
<i>2 or more contact hours</i>	\$70.00.”

C. Information and Proposals

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

C. 3. a. (1) Administrative Contract Renewals, Staff Appointments, Professional Staff Contracts, Third Year Administrative Contracts, Resignations, etc.

Administrative Contract Renewals (July 1, 2025- June 30, 2028):

Scott Behrens, Vice President of Enrollment Management and Student Success
Gerald McCarty II, Dean of Student Services

Administrative Contract Renewals (July 1, 2025- June 30, 2028):

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
Kelly Heinzerling, Director of Purchasing and Auxiliary Services
Barry Kinsey, Director of Workforce Development
Joshua Myers, Executive Director of The Foundation
Tina Pillarelli, Director of Lifelong Learning
Helen Stripling, Director of Health Sciences, Dean of Respiratory Therapy
Linda Torbet, Executive Director of Human Resources
Joseph Verkennes, Director of Marketing and Communications
Quri Wygonik, Director of Institutional Effectiveness and Chief Data Officer
Grace Yackee, Vice President of Instruction

Staff Appointments:

Robert Bomia, General Maintenance Worker – Grounds, effective February 24, 2025 (replacing Derek Jacobs)
Alana Garant, Admissions Assistant, effective March 10, 2025 (replacing Carol Smith)
Ryan Bayer, Computer Support Specialist, effective March 17, 2025 (replacing Samuel Gonzalez)

One-Year Probationary Professional Staff Contract:

Randy Bennett, Adult Learner Advocate, effective February 12, 2025 (new position, grant-funded)
Justin Wisniewski, Academic Skills Coordinator – Upward Bound, effective

February 27, 2025 (Replacing Larry Smith)

3rd Year Probationary Administrative Contract (July 1, 2025 – June 30, 2026):
Sarah Mason, Registrar

3rd Year Probationary Administrative Contract (July 1, 2025 – June 30, 2026):
Katie Navock, Director of Enrollment Management
Nickie Hampsher, Director of Financial Aid
Beverly Tomek, Dean of Humanities and Social Sciences
John Wyrabkiewicz, Chief Information Officer
Christopher Gossett, Manager of Enterprise Data Services
Rick Hubbert, Manager of Information Technology Infrastructure

2nd Year Probationary Administrative Contract (July 1, 2025 – June 30 2026):
Frank Thomas, Director of Financial Services

Resignation:

Samuel Gonzales, Computer Support Specialist, effective February 21, 2025
Anthony McGrath, General Maintenance Worker, March 17, 2025

Termination:

Eric Clark, General Maintenance Worker, effective March 12, 2025

- C. 3. a. (2) Statement of General Fund Revenues and Expenses for the period ending February 28, 2025 (enclosures) (Creagh)
- C. 3. b. (1) President’s Report (Quartey)
- C. 3. b. (2) Heck’s Market “One Item of the Month” – Laundry Detergent (Myers)
- C. 3. b. (3) Closed Session – Personnel Matters

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

4. Board Member and Committee Reports

- C. 4. b. (1) Date for Board Budget Study Meeting (Creagh)
- C. 4. b. (2) Revision of Board Order of Business/Pledge of Allegiance (Mason)
- C. 4. b. (3) Board Policy Review Schedule (Mason)
- C. 4. b. (4) Official Board Orientation Date for New Trustees (Quartey)

C. 4. b. (5) Upcoming Presidential Evaluation and Board Self-Assessment (Mason)

C. 4. b. (6) Future Business

C. 4. b. (7) Upcoming Events:

April 4, 7:30 p.m. – [Ken Ludwig's Sherwood: The Adventures of Robin Hood](#)
(MCCC Student Play)

April 7, 5:30 p.m. – The Foundation Board Meeting, The Board Room

April 17, 8:30 a.m. – MCCA Capitol Day, Lansing

April 24, 6:30 p.m. – Honors Reception, Meyer Theater

April 28, 5:30 p.m. – Board of Trustees Regular Meeting – Whitman Center

April 26, 6:30 p.m. – Respiratory Therapy Recognition Ceremony, Meyer Theater

May 2, 5:30 p.m. – MCCC Commencement, HEB Multipurpose Room

May 6, 6:00 p.m. - Registered Nursing Pinning Ceremony (50 Year Anniversary) –
Meyer Theater

D. Adjournment

If you have a disability and need special accommodations, please contact the Office Human Resources at least five business days before the scheduled meeting by calling (734) 384-4178, or by writing to this office at Monroe County Community College, 1555 South Raisinville Road, Monroe, MI