

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

Whitman Center  
7777 Lewis Avenue, Temperance, MI  
Rooms 8 & 9  
5:30 p.m., April 27, 2026

BUSINESS MEETING AGENDA ITEM

A. Call to Order

Call to Order by Chair of the Board

B. Pledge of Allegiance

C. 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.)

C. 2. a. (1) Approval of minutes of the March 23, 2026, regular meeting

C. 2. a. (2) Authorization for the President to Execute a Faculty Contract (enclosures)

Recommended motion: *“that the Board authorize the President to execute a contract for the following faculty:*

*Amy Ockerman, Disability Services Coordinator, Continuing Contract Effective July 1, 2026.”*

3. Old Business

None

4. New Business

a. Written

b. Verbal

C. 4. a. (1) Resolution of Commendation – Tracy Rayl

Recommended motion: *“that the Board approve the adoption of the following*

*resolution of Commendation for Ms. Tracy Rayl:*

*WHEREAS, Tracy Rayl will retire from her position as assistant professor of biology at Monroe County Community College, effective May 14, 2026, and*

*WHEREAS, she has been a valued and highly esteemed professor in the Science/Mathematics Division for more than 27 years who has developed and taught a wide variety of biology courses, and*

*WHEREAS, she has been observed by both students and supervisors to exemplify quality instruction in the design of well-structured, rigorous courses in multiple delivery formats and has developed special topics courses centered upon student interests in the field of biology, and*

*WHEREAS, she has created a positive work environment in numerous classes that allowed students to develop academically as well as personally, serving them well both at MCCC and beyond, and*

*WHEREAS, she has been nominated numerous times for the prestigious Outstanding Faculty of the Year award and was the recipient of the award in 2007, and*

*WHEREAS, she was the recipient of the MCCC Enriching Lives Award in 2012 and served as the Honorary Grand Marshal for MCCC's 2026 graduation ceremony, and*

*WHEREAS, she co-created the Math and Science Society student club in 1999 and was the co-advisor for many years, leading students in community projects and local and national field trips, and*

*WHEREAS, she is a recognized and respected leader among MCCC faculty and staff, having served in leadership roles for the Monroe County Community College Faculty Association, including serving as chief negotiator and co-chief negotiator and as grievance chair for 15 years, and*

*WHEREAS, she has participated on dozens of college standing and ad hoc committees, task forces and study groups throughout her career, and*

*WHEREAS, she has been a valued faculty member who is always willing to go above and beyond the routine responsibilities and expectations, and*

*WHEREAS, she has created a positive learning environment in numerous classes that have allowed students to develop academically as well as personally, serving them well both at MCCC and beyond.*

*THEREFORE, BE IT RESOLVED that the Board of Trustees recognizes Tracy Rayl for her dedicated service and contributions to the college, her students and the community, and*

*BE IT DECIDED that by the president's recommendation, she shall hereby be granted faculty emeritus status, and*

*BE IT RECORDED that the Board of Trustees wishes for her continued success, good health, and happiness on this day, April 27, 2026.”*

C. 4. a. (2) Resolution of Commendation 2026 Alumnus of the Year – Kellyann Navarré

Recommended motion: *“that the board approve the following resolution of commendation for Ms. Kellyann Navarré:*

*WHEREAS, Kellyann Navarré earned her associate of science degree from Monroe County Community College with a focus in psychology in 2017 and went on to complete additional coursework in 2018 toward a bachelor’s degree program, and*

*WHEREAS, while studying at MCCC, she participated in the college’s Study Abroad Program trips to Italy and Greece, earned a Global Studies degree designation, served as Writing Center Committee Chair from 2016-2017, guest lectured from 2014-2017 for College Success Skills and English courses, served as a writing fellow from 2014-2017, was an active member of the Psychology Interest Group, and won the Social Sciences Student of Year, Writing Fellow of the Year and President’s Academic Achievement awards for 2016-17, and*

*WHEREAS, she went on to earn a bachelor’s degree in psychology and a master’s degree in clinical psychology, and*

*WHEREAS, from 2014-2025, she earned nearly 40 scholarships, fellowships, honors and awards from an array of organizations, and*

*WHEREAS, she graduated from her associate, bachelor’s and master’s degrees programs with a 4.0 grade point average in each, and*

*WHEREAS, her writings on psychology and mental health have been published in six peer-reviewed publications, including the Oxford Handbook of Borderline Personality Disorder, Teaching of Psychology, Perspectives of the ASHA Special Interest Groups, Personality and Mental Health, Journal of Nursing and Perspectives on Psychological Science, and*

*WHEREAS, she joined MCCC as an adjunct professor of psychology in 2025, has worked as an inpatient health professional for ProMedica Monroe Regional Hospital for more than a year, and has been a research lab member of Understanding and Preventing Loss After Trauma at the Yale School of Medicine Laboratory since 2024 and a Research Advisory Committee member at the University of Toronto for the Study and Treatment of Emotion Dysregulation and Personality Pathology Laboratory since 2022, and*

*WHEREAS, she won the 2025 Education and Advocacy Impact Award at the Emotions Matter 10th Anniversary Gala for significant and consistent leadership in borderline personality disorder and the 2025 People’s Choice Research Poster Award at the 20th Annual Yale-National Education Alliance for Borderline Personality Disorder Conference, and*

*WHEREAS, she utilized every opportunity available to her while a student at MCCC and excelled in each, building an educational foundation that has been instrumental to*

*her impressive success, and*

*WHEREAS, she is diligent in her support of the community, her students, colleagues and the college as a whole and is a person of great character and integrity who exemplifies the best of Monroe County Community College.*

*THEREFORE, BE IT RESOLVED, that the Board of Trustees recognizes and congratulates Kellyanne Navarre on her accomplishments and accolades, and*

*THAT IT FURTHER BE RESOLVED, that the Board of Trustees honors her with the 2026 Monroe County Community College Alumnus of the Year Award and expresses its sincere gratitude and appreciation on this Monday, April 27, 2026.”*

C. 4. a. (3) Board Authorization for the President to Execute a Professional Staff Contract

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

*Kristin Hoffman, Executive Assistant to the President & Secretary to the Board of Trustees,  
One-Year Probationary Professional Staff Contract  
Effective May 6, 2026 through May 5, 2027.”*

C. 4. a. (4) Proposed Revision of Policy 1.60, Mission Documents

Recommended motion: *“that the Board approve the revision of Policy 1.60, Mission Documents.”*

C. 4. a. (5) Proposed Revision of Policy 4.02, Transfer and Occupational Programs

Recommended motion: *“that the Board approved Policy 4.02, Transfer and Occupational Programs.”*

C. 4. a. (6) Proclamation - National Apprenticeship Week (NAW)

Recommended motion: *“that the Board approve the adoption of the following*

*Proclamation – National Apprenticeship Week (NAW):*

*WHEREAS, National Apprenticeship Week is April 26-May 2, 2026, and this nationwide celebration annually raises awareness of the vital role Registered Apprenticeships provide in meeting critical industry workforce demands, and*

*WHEREAS, Registered Apprenticeship programs develop the highly skilled workforce that employers need and create pathways for Americans to catapult into in-demand, high-paying careers, and*

*WHEREAS, Registered Apprenticeship programs are industry-driven, high-quality career pathways that enable employers to develop and train their future workforce, and individuals can obtain paid work experience with a mentor, receive progressive wage increases, classroom instruction and a portable, nationally recognized credential, and*

*WHEREAS, Monroe County Community College recognizes the pivotal role educators, school counselors and educational institutions serve in not only bringing awareness of Registered Apprenticeship opportunities to students and parents, but also serving as training providers, program sponsors and intermediaries.*

*NOW, THEREFORE, BE IT RECORDED that on this day, April 27, 2026, the Monroe County Community College Board of Trustees recognizes National Apprenticeship Week 2026 and calls upon stakeholders and partners to recognize the value of Registered Apprenticeships and to promote awareness and expansion."*

D. Information and Proposals

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

D. 3. a. (1) Staff Appointments, Professional Staff Contract, Retirement, Resignations, etc.

Staff Appointments:

Kyle Kosche, Power Systems Trainee, effective March 30, 2026 (replacing Nick DeArmond)

Mya Snow, Communications Specialist, effective April 7, 2026 (replacing Michelle Gaynier)

One-Year Probationary Professional Staff Contract:

Kristin Hoffman, Executive Assistant to the President & Secretary to the Board of Trustees, effective May 6, 2026 (replacing Penny Dorcey)

Continuing Faculty Contract:

Amy Ockerman, Disability Services Coordinator, effective July 1, 2026

D. 3. a. (2) Statement of General Fund Revenues and Expenses for the Period Ending April 30, 2026 (enclosures) (Thomas)

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

D. 3. b. (2) President's Goals and Measurable Objectives (delivered under separate cover – Board only) (K. Quartey)

D. 3. b. (3) Governance Evaluation Committee Update (K. Mohney)

D. 3. b. (4) Administrator Council Update (A. Althouse)

D. 3. b. (5) Staff Council Update (P. Borawski)

D. 3. b. (6) Whitman Center Update (Myers)

D. 3. b. (7) The Foundation Update (Myers)

4. Board Member and Committee Reports

D. 4. b. (1) Discussion on adding the Pledge of Allegiance to the agenda and related policy

D. 4. b. (2) Upcoming Events

April 28, 7:30 p.m. – Agora Chorale Concert – Meyer Theater

April 29, 7:30 p.m. – MCCC Orchestra – Meyer Theater

May 6, 6:00 p.m. – Upward Bound Recognition Ceremony – Meyer Theater

May 7, 6:00 p.m. - Registered Nursing Pinning Ceremony – Meyer Theater

May 8, 5:30 p.m. – MCCC Commencement – Gerald Welch HEB Multipurpose Room

May 14, 11:30 a.m. – 1: p.m. – Spring Staff Picnic

May 12, 6:00 p.m. Momentum Graduation Celebration – La-Z-Boy Atrium

May 15, 6:00 p.m. – Monroe County Middle College Graduation – Meyer Theater

**May 18, 5:30 p.m. – Board of Trustees Meeting**

May 29, 6:00 p.m. – Strikes, Spares & Scholarships – Monroe Sports Center

**June 9, 5:30 p.m. – Board Study Meeting – Budget Preview Discussion**

**June 22, 5:30 p.m. – Board of Trustees Meeting**

July 27, 1:00 p.m. – Monroe County Fair Parade, Downtown Monroe

July 27-August 2 – Monroe County Fair

For more events at MCCC, please click on the following links:

<https://www.monroeccc.edu/events>

<https://www.monroeccc.edu/happenings>

E. 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.**

**Procedure by Which Citizens Will Address Trustees at Board Meetings (Policy 1.66)**

Policy Statement: The Open Meetings Act provides an individual or group an opportunity to address the Board and is not intended to offer a forum for debate among individuals or groups. Therefore, in order to ensure an orderly procedure, the trustees shall permit citizens to address the Board during the portion of the meeting set aside for C. 1. - Delegations. A delegation is defined as an individual or a group. A delegation shall be permitted to address a public meeting under the following conditions and subject to the following limitations:

- A. A person shall state on a card provided by the Secretary his/her name, address and subject matter upon which he/she wishes to speak;
- B. A person shall be permitted to speak at C. 1. - Delegations, of the agenda;
- C. A person may speak on an agenda matter, or at any time during the meeting when a majority vote of the trustees grants permission; otherwise the public is limited to stated times on the agenda;
- D. A person shall be limited to three (3) minutes on one subject and in the event more than one person wishes to speak on the same subject, the time allocated shall be divided among the number of persons wishing to speak on the subject;
- E. If the subject matter is not within the jurisdiction of the governmental body, the presiding officer may rule that the person will not be permitted to address the meeting;
- F. The presiding officer shall limit the person addressing the meeting to the subject matter stated in the request;
- G. The presiding officer shall not permit the public meeting to be used for a personal, abusive, vulgar or defamatory attack on any person;
- H. A person must be recognized, speak at the podium provided, and address the presiding officer on the subject matter;
- I. In order to facilitate planning for time allotments during the meeting, an advance notice of a person or group's request to speak is desirable but not mandatory;
- J. In the event that a group of more than twenty persons is planning to attend the board meeting, the group is required to give at least three (3) days advance notice to the District so that prior arrangements can be made to accommodate the meeting, as the Board Room is limited in seating capacity. The President's Office should be notified by no later than the Friday preceding the scheduled meeting.

These rules may be waived in whole or in part upon a majority vote of the members present of the body.