

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

The La-Z-Boy Center
Board of Trustees Room, Z-203
5:30 p.m., June 22, 2026

BUSINESS MEETING AGENDA ITEM

A. Call to Order

Call to Order by Chair of the Board

Public Hearing – Suspend the regular order of business to conduct the public hearing on the 2026-27 budget. The Chair will entertain questions from the audience with regard to the 2026-27 budget material. The millage rate to be levied for operating purposes for 2026-27 fiscal year will be reaffirmed as 2.1753 mills of ad valorem property taxes. If there are no further questions, the Chair will declare the public hearing adjourned

B. Recommended Actions

1. Routine Matters

- a. Pledge of Allegiance
- b. 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.)

- B. 2. a. (1) Approval of the May 18, 2026 Minutes of the Regular Meeting and the June 8, 2026 Minutes of the Special Meeting of the Board of Trustees (enclosures)
- B. 2. a. (2) Authorization for the President to Execute an Administrative Contract (enclosure – delivered under separate cover)

Recommended motion: *“that the Board authorizes the President to execute a one year non-continuing contract for the following administrator:*

*Anthony Quinn, Director of Upward Bound
Non-continuing Contract*

*Effective **September 2, 2026**, through September 1, 2027.”*

- B. 2. a. (3) Recommended motion: “*that the Board authorizes the President to execute a probationary administrator contract for the following administrator:*

*Sarah Mason, Registrar
Probationary Administrator Contract
Effective July 1, 2026, through June 30, 2027.”*

- B. 2. a. (4) Board Authorization for the President to execute a First-Year Probationary Faculty Contract (enclosures)

Recommended Motion: “*that the Board authorize the president to execute a First-Year Probationary Faculty Contract to:*

*Denise Williams, Professor of Business
First-Year Probationary Contract
August 24, 2026 through May 13, 2027.”*

- B. 2. a. (5) Board Authorization for the President to execute a First-Year Probationary Faculty Contract (enclosures)

Recommended Motion: “*that the Board authorize the president to execute a First-Year Probationary Faculty Contract to:*

*Jonathan Farrell, Assistant Professor of Business
First-Year Probationary Contract
August 24, 2026 through May 13, 2027.”*

3. Old Business

4. New Business

- B. 4. a. (1) Resolution of Commendation – Christina Payne

WHEREAS, Christina Payne will retire from her position as administrative assistant to the dean of student services at Monroe County Community College, effective June 30, 2026, and

WHEREAS, she has diligently served students and the community since she was hired as the administrative assistant to the director of the library March 2017, and

WHEREAS, she graduated from Monroe County Community College with an Associate of Science degree in 2005, twice making the Dean’s List, and continued her education at Eastern Michigan University, earning a Bachelor of Arts degree in communications in 2015, and

WHEREAS, she was instrumental in the library's successful transition to its newly renovated space in the Campbell Academic Center in the summer of 2022, and

WHEREAS, she engaged in continual professional development during her employment at Monroe County Community College, including the participating in the College Call Back program in 2018, earning the Mental Health First Aid Certification in 2023, participating in Cultural Awareness/Diversity training in 2024 and earning the Community Respect Certificate in 2025, and

WHEREAS, she was awarded the MCCC Enriching Lives Award in 2020, and

WHEREAS, throughout the COVID-19 pandemic, she worked diligently behind the scenes and was instrumental in maintaining excellent student service at MCCC by assisting the Office of Disability Services, contacting students and reminding them to register, directly registering students for classes and maintaining the computer lab in Founders Hall, and

WHEREAS, she assisted in the planning of the Support Staff Professional Development Day in 2025 and 2026, and

WHEREAS, she is a true testament to the student and community focus of Monroe County Community College, and her dedication to serving students, employees and the community for so many years has made her a true ambassador for MCCC's mission of enriching lives in Monroe County through student-focused higher education.

THEREFORE, BE IT RESOLVED that the Board of Trustees recognizes Christina Payne for her many 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, June 22, 2026.

- B. 4. a. (2) Resolution to Adopt the 2026-27 Budget and Reaffirm Millage Rates (to be delivered under separate cover – Board members only)

Recommended motion: "that the 2026-2027 MCCC budget be approved as presented and that the millage to be levied for operating purposes for the 2026-27 fiscal year be reaffirmed as 2.1753 mills of ad valorem property tax, as detailed on Form L-4029."

- B. 4. a. (3) Resolution to approve the 2026 L-4029 Tax Rate Request Form (Thomas)

Recommended motion: "that the 2026 L-4029 Tax Rate Request" form be approved as presented."

- B. 4. a. (4) Resolution to Amend 2025-2026 Budget Transfer Amount (to be delivered under separate cover – Board members only) (Thomas)

Recommended motion: *“that the 2025-2026 general fund budget amount for Transfers In(Out) be amended **from** \$1,665,327 **to** \$3,096,348.”*

- B. 4. a. (5) Board of Trustees Schedule of Meetings for the Fiscal Year 2026-27

Recommended motion: *“that the schedule of meetings of the Board of Trustees for the fiscal year 2026-27 be adopted as follows: Time: 5:30 p.m. Place: Board of Trustees Room, Z-203* La-Z-Boy Center*

**The April 26, 2027, meeting will be held at the MCCC Whitman Center, 7777 Lewis Avenue, Temperance, Michigan.*

<i>Monday, September 28, 2026</i>	<i>Monday, March 22, 2027</i>
<i>Monday, October 26 2026</i>	<i>*Monday, April 26, 2027 (Whitman)</i>
<i>Monday, November 23, 2026</i>	<i>Monday, May 24, 2027</i>
<i>Monday, January 25, 2027</i>	<i>Monday, June 28, 2027.”</i>
<i>Monday, February 22, 2027</i>	

- B. 4. a. (6) MCCA Representation for 2026-2027

Recommended motion: *“that the following individuals be designated to represent the Board before the Michigan Community College Association Board of Directors for the 2026-27*

<i>Trustee Director</i>	_____
<i>Alternate Trustee Director</i>	_____
<i>President Director</i>	<i>Dr. Kojo A. Quartey.”</i>

- B. 4. a. (7) Authorization for a Special Liquor License

Recommended motion: *“that Monroe County Community College, in accordance with MCCC Policy 6.21 and Procedure 6.21 (a), apply for a Special License from the Michigan Liquor Control Commission (MLCC) to serve alcohol in conjunction with the following special events which will be held as indicated:*

- 1. Straight On (Heart Tribute) — September 25, 2026*
- 2. Ted Petty & The Refugees (Tom Petty Tribute) — October24, 2026*
- 3. Solitary Man (Neil Diamond Tribute) — November 21, 2026*
- 4. Sister Hazel — December 4, 2026*
- 5. TBD Country Tribute — January 30, 2027*
- 6. TBD Comedian — February 20, 2027*
- 7. Wakefire — March 6, 2027*

B. 4. a. (8) Proposed New Policy – Policy 9.05, IT Infrastructure Policy (Wyrabkiewicz)

Recommended motion: *“that the Board adopts Policy 9.05, IT Infrastructure Policy, as proposed.”*

B. 4. a. (9) Proposed New Policy – Policy 9.06, Digital Communications Policy (Wyrabkiewicz)

Recommended motion: *“that the Board adopts Policy 9.06, Digital Communications Policy, as proposed.”*

B. 4. a. (10) Proposed Policy Revision – Policy 11.01, Part-Time Support Staff Salary Schedule (enclosure)

Recommended motion: *“that Policy 11.01, Part-Time Salary Schedule, be approved as revised.”*

B. 4. a. (11) Proposed Language Revision – Strategic Plan Outcome 1 – Retention (Althouse) (enclosure – delivered under separate cover)

Recommended motion: *“Approval of the following updated language to the 2025-2030 strategic plan outcome on retention (outcome 1): “Increase retention by a range of 4-5% over 5 years.”*

B. 4. a. (12) Proposed Revision – Policy 3.35, Academic Dishonesty Policy

Recommended motion: *“that Policy 3.35, Academic Dishonesty Policy, be approved as revised.”*

C. Information and Proposals

1. Delegation

2. Non-staff Communications and Reports

3. President and Staff

C. 3. a. (1) Staff Appointment, Promotion, Resignation, etc.

Probationary Administrator Contract

Sarah Mason, Registrar, effective July 1, 2026 through June 30, 2027

Non-continuing Contract Renewal

Anthony Quinn, Director of Upward Bound, non-continuing contract, effective **September 2**, 2026 through September 1, 2027 (Title II Grant position)

First-Year Probationary Faculty Contract effective 8/24/26 – 5/13/27:

Denise Williams, Professor of Business
Jonathan Farrell, Assistant Professor of Business

End of Contract (Grant position ending):
Kristin Iacopelli, Grant Manager, effective June 30, 2026

Resignation:
Jennifer Estrada, ERP Systems Administrator, effective June 5, 2026

- C. 3. a. (2) Statement of General Fund Revenues and Expenses for the Period Ending May 31, 2026 (enclosures)
- C. 3. a. (3) Update: Procedure 3.35(a), Academic Dishonesty (Behrens)
- C. 3. a. (4) Update: Procedure 1.63, Title IX (Torbet) (enclosure – delivered under separate cover)
- C. 3. a. (5) Update: Procedure 9.04, Remote Work Procedure (Wyrabkiewicz)
- C. 3. a. (6) Proposed New Procedure: 9.06(a), Email Use Procedure (Wyrabkiewicz)
- C. 3. b. (1)** Updates and Activities of the Student Success Department (Althouse)
- C. 3. b. (2) The Foundation Update (Myers)
- C. 3. b. (3) President’s Report
- C. 3. b. (4) Closed Session – President’s Goals and Evaluations

Recommended Motion: *“that the Board meet in closed session in accordance with section 8 (a) of the Michigan Open Meetings Act to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing.”*

4. Board Member and Committee Reports

- C. 4. b. (1) Update: Michigan Community College Association (MCCA) Board of Directors Meeting, Muskegon, June 3-5, 2026 (Thayer, Quartey)
- C. 4. b. (2) Board Self-evaluation Discussion
- C. 4. b. (3) Upcoming Events

July 29-31– MCCA Summer Conference, Mackinac Island
August 2, 1:00 p.m. – Monroe County Fair Parade, Downtown Monroe
August 2–August 8 – Monroe County Fair

August 25, 6:00 p.m. – The Foundation Scholarship Dinner, HEB Multipurpose Room

September 11, 8:30 a.m. – MCCC Alumni Golf Outing, Carrington Golf Club

September 18, 12:00 – President’s Town Hall – Strategic Plan

September 28, 5:30 p.m. – Board of Trustees Meeting

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

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

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

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

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.