REVISED

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., November 23, 2026

BUSINESS MEETING AGENDA ITEM

A. Call to Order

Call to Order by Chair of the Board

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 October 26, 2026 regular meeting minutes (enclosure)

B. 2. a. (2) Authorization for the President to Execute a One-Year Probationary Professional Staff Contract (enclosure)

Recommended motion: "*that the Board authorizes the President to execute a One-Year Professional Staff Contract for the following administrator:*

Sean Dyer, Enterprise Applications Administrator
One-Year Probationary Professional Contract
Effective November 9, 2026 to November 8, 2027."

B. 2. a. (3) Authorization for the President to Execute an Administrative Contract (enclosure)

Recommended motion: *"that the Board authorizes the President to execute a contract for the following administrator:*

Omaira Ortiz, Director of Enrollment
Second Year Probationary Contract
Effective November 9, 2026 to November 8, 2027."

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

Recommended motion: "that the Board authorizes the President to execute a

contract for the following administrator:

Erin Steel, Director of Development and Major Gifts
Second Year Probationary Contract
Effective November 16, 2026 to November 15, 2027."

3. New Business

B. 4. a. (1) Resolution of Commendation for - Lori Bean

Recommended motion: *"that the following resolution of commendation for Lori Bean be adopted:*

WHEREAS, Lori Bean will retire from her position as Associate Professor of Chemistry at Monroe County Community College, effective December 18, 2026, and

WHEREAS, she has been an exceptional and highly esteemed full-time faculty member for over 30 years in the Science and Mathematics Division, 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 in both the chemistry and biology disciplines, including the first online science General Education satisfier course, and

WHEREAS, she has been recognized for her teaching roles, having been nominated on numerous occasions for the Outstanding Faculty of the Year award and was the recipient of the award; and

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

WHEREAS, she has made a significant contribution through the development and redesign of the laboratory experiments and introduction of new technologies for every chemistry course and several biology courses taught at Monroe County Community College; and

WHEREAS, she initiated the formation of and co-created the Math and Science Society student club in 1999 and was the co-advisor for 17 years, leading students in community projects along with local and national field trips; and

WHEREAS, she has served during her career on numerous college committees, task forces, and ad hoc committees including the Instructional Technology Committee, the Curriculum Committee, the Governance Evaluation Committee, and Faculty Council; and

WHEREAS, she has demonstrated her dedication to working with students, employees, and the community for three decades, which has made her a sincere advocate for Monroe County Community College's mission of enriching lives in Monroe County through student-focused higher education.

THEREFORE, BE IT RESOLVED that the Board of Trustees recognizes Lori Bean 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, November 23, 2026.

B. 4. a. (2) Resolution of Commendation for - Lori Biggs-Rusinek

Recommended motion: *"that the following resolution of commendation for Lori Biggs-Rusinek be adopted:*

WHEREAS, Lori Biggs-Rusinek will retire from her position as Nursing Program Coordinator at Monroe County Community College, effective January 8, 2027; and

WHEREAS, she has demonstrated a steadfast commitment to the nursing profession since 1984 through her service as a nurse and nurse educator; and

WHEREAS, she joined the College in 2009 as an adjunct nursing faculty member specializing in pediatrics, and has served as Nursing Program Coordinator since 2012, placing approximately 130 students in clinical rotations and preceptorships each semester, leading to the continued success of the Nursing Programs; and

WHEREAS, she has strengthened the college's role as a leader in nursing continuing education by organizing and successfully hosting biennial Nursing Forum events; and

WHEREAS, she has cultivated and maintained excellent relationships with area hospitals and clinical partners, serving as the primary clinical liaison for the nursing program, ensuring quality learning experiences for students, and

WHEREAS, she has promoted the college's health sciences programs by assisting with numerous recruitment activities at the college, area schools, and career events throughout the local community, serving on area high school health career and technical education (CTE) advisory boards, and by recruiting and guiding new clinical and lab adjunct faculty; and

WHEREAS, she has served as a trusted mentor to nursing students, providing encouragement, guidance, and support while showing genuine investment in their academic and personal success, leading to several nominations for outstanding adjunct faculty of the year and requests to serve as MC for their pinning ceremonies where they formally transition into practicing nurses; and

WHEREAS, she has consistently demonstrated a willingness to go above and beyond her assigned responsibilities, contributing her time, expertise, leadership, and enthusiasm to the College, its students, and the broader healthcare community; and

WHEREAS, beyond her many professional accomplishments, she has enriched the workplace with her positivity, generous spirit, and occasional delicious snacks, leaving a

lasting impression on colleagues and creating a welcoming and supportive environment for those around her,

THEREFORE, BE IT RESOLVED that the Board of Trustees recognizes Lori Biggs-Rusinek for her exceptional dedication, leadership, and contributions to the College, the Nursing Program, her students, the nursing profession, and the community, and

BE IT RECORDED that the Board of Trustees wishes her continued success, good health, happiness, and fulfillment in her retirement on this Monday, November 23, 2026."

B. 4. a. (3) Resolution of Commendation for – Laurel Johnston

Recommended motion: "*that the following resolution of commendation for Laurel Johnston be adopted:*

WHEREAS, Laurel Johnston will retire from her position as Science & Mathematics Division Coordinator at Monroe County Community College, effective December 18, 2026, and

WHEREAS, she has been a valued and highly esteemed staff member working in the Science/Mathematics Division for over 30 years, and

WHEREAS, she is known throughout the Division to be the "super glue" that has kept the office running smoothly and effectively over her tenure, and

WHEREAS, she has given countless students, other staff members, faculty, and deans her sound wisdom and on-point advice, which has made everyone's job easier; and

WHEREAS, she has provided efficient, dependable, professional and highly organized service to her division and the college with customer service and a high-caliber work ethic that has been admired by many; and

WHEREAS, she has been the face of the division office all these years and assisted a countless number of students with the calm and concise manner she has exuded; and

WHEREAS, she has also taken diligent notes in many meetings, served on numerous hiring committees, performed numerous catalog updates including the transition of course outcome summaries to the electronic catalog system, and

WHEREAS, she has been a valued employee of MCCC, always willing to go above and beyond the routine responsibilities and expectations, and will be greatly missed.

THEREFORE, BE IT RESOLVED that the Board of Trustees recognizes Laurel Johnston for her dedicated service and contributions to the college and the community, and

BE IT RECORDED that the Board of Trustees wishes for Laurel Johnston continued success, good health, and happiness on this day, November 23, 2026.

B. 4. a. (4) Resolution of Commendation for – Dr. Mark Naber

Recommended motion: *"that the following resolution of commendation for Dr. Mark Naber be adopted:*

WHEREAS, Dr. Mark Naber will retire from his position as Professor of Mathematics at Monroe County Community College, effective December 18, 2026; and

WHEREAS, he has been a respected and highly esteemed faculty member working in the Science/Mathematics Division for over 32 years; and

WHEREAS, he has supported the success of numerous mathematics students over his tenure at MCCC, including five of whom have advanced in their studies to attain doctoral degrees in mathematics; and

WHEREAS, he has published original research on topics such as general relativity, quantum mechanics, diffusion theory, fractional calculus, and meta function theory, and

WHEREAS, he has involved students in the above-mentioned research and included their names on publications; and

WHEREAS, he has integrated technology in his classroom to engage students and promote an active learning environment; and

WHEREAS, he has served on various hiring committees and as Faculty Council President, as well as assisted for some time with the Mathematics and Science Society student club (MASS); and

WHEREAS, he has been a valued employee of MCCC, providing quality instruction to the students of this college and serving as an integral part of the mathematics department for many years.

THEREFORE, BE IT RESOLVED that the Board of Trustees recognizes Dr. Mark Naber for his dedicated service and contributions to his students, the college, and the community, and

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

BE IT RECORDED that the Board of Trustees wishes Dr. Mark Naber continued success, good health, and happiness on this day, November 23, 2026.

B. 4. a. (5) Resolution of Commendation for – Doug Richter

Recommended motion*: "that the following resolution of commendation for Doug Richter be adopted:*

WHEREAS, Doug Richter will retire from his position as senior graphic designer at Monroe County Community College, effective January 8, 2027, and

WHEREAS, after graduating from the College for Creative Studies in Detroit, he spent nearly three decades designing, illustrating, and art directing within that city's vibrant

commercial advertising agency and art studio sector, and in 2009 began his own freelance design business, which he continues to run today; and

WHEREAS, he has been a valued and highly esteemed member of the MCCC Marketing and Communications team for more than 12 years and has designed hundreds of high-quality brochures, advertisements, posters, direct mail pieces, logos and more, as well as produced key components for a multitude of highly successful integrated marketing communications and fundraising campaigns both large and small; and

WHEREAS, his work has contributed to the MCCC Office of Marketing and Communications winning more than 75 District 3 Medallion Awards over the last 12 years from the National Council for Marketing and Public Relations, one of the fastest-growing affiliates of the American Association of Community Colleges, for excellence in design and communication on a regional basis at community and technical colleges, and

WHEREAS, his designs for MCCC were recognized nationally with four NCMPR Paragon Awards – two in 2024 and two in 2023 – for campaigns and projects produced by the Office of Marketing and Communications, and

WHEREAS, he is highly respected for his extensive knowledge of all things graphic design and his evolution in as the profession as it has rapidly evolved technologically; efforts to go above and beyond to ensure that everything he develops is highly creative and engaging and meets its objectives; and ability to produce a large body of accurate, high-quality work under very demanding time constraints; and

WHEREAS, he mentored and served as a role model to many students in the college's Graphic Design Program over the years by managing the work of the student graphic design assistants employed by the Office of Marketing and Communications; and

WHEREAS, he served on numerous college committees and task forces in addition to filling the role of Staff Council chair for several years, and

WHEREAS, he has been a valued Support Staff member who is always willing to go above and beyond the routine responsibilities and expectations, and

WHEREAS, everyone associated with MCCC has benefited from the diligence and commitment he has put into his work on behalf of the college and its mission, and he will be remembered as an admired co-worker and outstanding employee who demonstrated an impeccable work ethic, love of learning, and commitment to the college, its students, employees, and the community it serves.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees recognizes Doug Richter for his dedicated service and contributions to Monroe County Community College, and

BE IT FURTHER RESOLVED, that the Board of Trustees expresses its very best wishes for his continued success, well-being, and happiness on this November 23, 2026."

B. 4. a. (6) Resolution of Commendation for – Lynette M. Dowler

Recommended motion*: "that the following resolution of commendation for Ms. Lynette M. Dowler be adopted:*

WHEREAS, Lynette M. Dowler has been an elected trustee of Monroe County Community College from 2015-2026, serving as chair from 2017-22 and vice chair from 2023-26.

WHEREAS, she has been a staunch advocate of the college, devoting hundreds of volunteer hours to helping ensure MCCC fulfills its mission and vision and departs the Board of Trustees with an exceptional record of leadership, service, and accomplishment; and

WHEREAS, Dowler, who holds bachelor's and master's degrees in business administration from the University of Toledo, has provided valuable insight on college policy and strategy via her role as vice president of public affairs and president and chair of the DTE Energy Foundation, as well as her past roles at DTE in senior leadership, including director of corporate safety and nuclear supply chain management, director of the company's River Rouge and Trenton Channel Power Plants and part of DTE's succession planning process; and

WHEREAS, she served as chair during critical points in Monroe County Community College's history, such as the implementation of two 5-year maintenance and improvement millages that provided much-needed financial stability to address numerous critical infrastructure projects and facility renovations and expansions; the update of the college's mission, vision, and values in 2018; the creation and execution of the 2020-25 MCCC Strategic Plan; and the negotiation of numerous contracts with the faculty and maintenance staff unions; and

WHEREAS, she served as chair during numerous updates to the Life Sciences Building that began in 2018 and included a 2,500-square foot student collaborative space for individual and group study, as well as exterior renovations and updates to classrooms and lecture halls; the transformation of the East and West Technology Building into Founders Hall, which opened in 2020 and added 7,600 more square feet of space for state-of-the-art learning environments and enhanced student services, and the complete renovation of what is now known as the Campbell Academic Center, including updates to classrooms and faculty offices and the creation of new student spaces and necessary space to house library facilities for a collection of more than 50,000 volumes, and

WHEREAS, during her time as chair, the college began to stabilize enrollment through strategic efforts in the areas of recruitment and retention, successfully navigated its students and employees through the COVID-19 crisis while continuing to improve campus infrastructure and find unique ways to continue to fulfill its role as the county's intellectual and cultural hub, leveraged state free-tuition programs for community colleges and expanded academic and non-academic support services, and established the Honors Program; and

WHEREAS she served as vice chair during the signing of MCCC's first-ever collective bargaining agreement with the support staff union, the creation of the 2025-2030 Strategic Plan, the expansion of services to improve student access and success, the securing of $10.9 million in state funding for a facility to prepare the region's future health care and public safety providers, the opening of MCCC's new Health Sciences

Simulation Center and the launch of a dozen new academic programs, and

WHEREAS, she provided additional leadership to the Board of Trustees by serving on numerous Board committees, such as the Strategic Finance Committee, Whitman Center Advisory Committee, Board Bylaws Revision Committee, Alumnus of the Year Selection Committee, Presidential Compensation Committee and the College Supporter of the Year Selection Committee; and

WHEREAS, she displayed an unwavering commitment to keeping higher education affordable and accessible for the citizens of Monroe County, and

WHEREAS, she represented the college with dignity and professionalism, promoting the ideals of higher education and the mission of Monroe County Community College, and

WHEREAS, Monroe County Community College has benefited greatly from her devoted service.

THEREFORE, BE IT RESOLVED, that the citizens of the Community College District of Monroe County, Michigan, and the students, faculty, staff, and administration of the college commend Lynette M. Dowler for services she has rendered to the district as a trustee from 2015-2026, and

THAT IT BE FURTHER RESOLVED, that the Board of Trustees expresses its very best wishes for her continued success, well-being, and happiness on this Monday, November 23, 2026.

B. 4. a. (7) Resolution of Commendation for – Aaron N. Mason

Recommended motion*: "that the following resolution of commendation for Mr. Aaron N. Mason be adopted:*

WHEREAS, Aaron N. Mason has served as an elected trustee of Monroe County Community College from 2015-2026, chairing the board from 2023-2026, and

WHEREAS, he has been a staunch advocate for the college, devoting hundreds of volunteer hours to the advancement of its vision to be recognized for student-focused service, academic excellence, affordability, innovation, community responsiveness and student success, and he departs the Board of Trustees with an exceptional record of leadership, service and accomplishment, and

WHEREAS, he has provided valuable insight as an alumnus of MCCC who attended for both transferable credit coursework and workforce development classes, as well via his close familial ties to the college – his father taught at MCCC as an adjunct instructor of mathematics for nearly 30 years, his wife completed a 3+1 program to earn her bachelor's degree on campus, and all six of their collective children attended MCCC, and

WHEREAS, he has brought both business and educational expertise to the Board through his experience as vice president and chief lending officer at Monroe Community Credit Union and long history in Monroe's local financial service industry, previous service as a

trustee on the Monroe Public Schools Board of Education for 7 years, and formal education at both MCCC and the University of Toledo, where he earned a Bachelor of Business Administration and also attended the College of Law on a Dean's Merit Scholarship and earned dean's list and civil procedure honors; and

WHEREAS, under his leadership as chair, MCCC signed the first-ever collective bargaining agreement with the support staff union, created and began implementation of the 2025-2030 Strategic Plan, expanded services to improve student access and success, secured $10.9 million in state funding for a facility to prepare the region's future health care and public safety providers, opened the new Health Sciences Simulation Center, launched a dozen new academic programs, began the Momentum Adult Success Program, re-invigorated and re-branded the Whitman Center at MCCC-Bedford and significantly increased overall college enrollment in both 2025 and 2026, and

WHEREAS, during Mason's time as a trustee prior to his election as chair, the college began to stabilize enrollment through strategic efforts in the areas of recruitment and retention, successfully navigated the COVID-19 crisis, leveraged state free-tuition programs for community colleges, expanded academic and non-academic support services, and established the Honors Program; and

WHEREAS, he served as a trustee during other critical points in the college's history, including during numerous updates to the Life Sciences Building that began in 2018; the transformation of the East and West Technology buildings into Founders Hall, which opened in 2020; and the complete renovation of what is now known as the Campbell Academic Center, which was completed in 2022; and

WHEREAS, he provided additional leadership to the Board of Trustees by serving on numerous Board committees, such as the Alumnus of the Year Selection Committee, Board Officer Nomination Committee, Board Self-Evaluation Committee, Architect Selection Committee, Disposition of Land Committee, Audit Committee, Campus Facility Naming Recommendation Committee, Presidential Compensation Committee and the College Supporter of the Year Selection Committee; and

WHEREAS, he represented the Board before the Michigan Community College Association Board of Directors as alternate trustee director and at the MCCA's Summer Institute on Mackinaw Island; and

WHEREAS, he has displayed an unwavering commitment to keeping higher education affordable and accessible for the citizens of Monroe County and represented the college with dignity and professionalism, promoting the ideals of higher education and the mission of MCCC; and

WHEREAS, Monroe County Community College has benefited greatly from his devoted service.

THEREFORE, BE IT RESOLVED, that the citizens of the Community College District of Monroe County, Michigan, and the students, faculty, staff, and administration of the

college commend Aaron N. Mason. for services he has rendered to the district from 2015-2026, and

THAT IT BE FURTHER RESOLVED, that the Board of Trustees expresses its very best wishes for his continued success, well-being, and happiness on this Monday, November 23, 2026.

B. 4. a. (8) Policy Revision – Policy 1.63, MCCC Title IX (enclosure) (Behrens)

Recommended motion: "*that the Board adopts Policy 1.63, MCCC Title IX Policy, as revised."*

B. 4. a. (9) Resolution to Amend 2026-2027 Budget Transfer Amount (Thomas)

Recommended motion: "*that the 2026-2027 General Fund 01 budget amount for Transfers In(Out) be amended from ($1,836,118.52) to ($4,836,119) and Maintenance & Improvement Fund 81 Transfers IN(Out) be amended from $0 to $4,000,000."*

C. Information and Proposals

1. Delegations

C. 3. a. (1) Staff Appointments, Professional Staff Contract, Retirements, Resignations, etc.

One-Year Probationary Professional Staff Contract:
Sean Dyer, Enterprise Applications Administrator, effective November 9, 2026 (new position)

Second Year Probationary Administrator Contract:
Omaira Ortiz, Director of Enrollment Management, effective November 9, 2026
Erin Steel, Director of Development and Major Gifts, effective November 15, 2026

Retirements:
Lori Bean, Associate Professor of Biology/Chemistry, effective December 18, 2026
Lori Biggs-Rusinek, Nursing Program Coordinator, effective January 8, 2027
Laurel Johnston, Science and Mathematics Coordinator, effective December 18, 2026
Mark Naber, Professor of Mathematics, effective December 18, 2026
Doug Richter, Graphic Designer, effective January 8, 2027

Resignations:
Snehal Baglane, CRM Design Manager, effective November 17, 2026
Brian Bertram, Director, Campus Planning and Facilities, effective November 30, 2026

C. 3. a. (2) The College received a Congratulatory card from State Representative William Bruck for the Excellence in Mental Health and Well-Being Award.

C. 3. a. (3) Statement of General Fund Revenues and Expenses for the Period Ending October 31, 2026 (enclosures)

C. 3. a. (4) 2025-2026 Audit Report (draft enclosure Board members only – delivered under separate cover) (Thomas)

C. 3. a. (5) Update: Procedure 1.63, MCCC Title IX (Behrens)

C. 3. a. (6) Update: Procedure 6.18 Procedures for Signs and Posters (Behrens)

C. 3. b. (1) Presentation of Donations by DTE for the NUET Program

C. 3. b. (2) Campus Master Plan Presentation (Myers)

C. 3. b. (3) 2025-2026 Annual Report (Board members - delivered under separate cover) (Verkennes)

C. 4. b. (2) President's Report (enclosure)

C. 4. a. (7) Institutional Neutrality, Policy Awareness, and Use of College Resources (Quartey, Yackee)

3. Board Member and Committee Reports

C. 4. b. (1) Upcoming Events

December 2, 7:30 p.m. – Monroe College-Community Orchestra & Agora Chorale Holiday Concert
December 3-4, MCCA State-Based Trustee and Regent Governance Leadership Institute
December 4, 6:30 p.m. – Sister Hazel, Meyer Theater
December 7, 6-7:30 p.m. – Licensed Practical Nursing Pinning Ceremony, Meyer Theater
December 14, 7:30 p.m. – MCCC Symphony Band Thanks for the Memories-A Farewell Concert for Mark Felder
December 17, President's Holiday Luncheon
December 17, 6-8:00 p.m. – Registered Nursing Pinning Ceremony, Meyer Theater

2027 Upcoming Events
January 25, 2027, 5:30 p.m. – Board of Trustees Meeting
January 30, 2027, 7:30 p.m. – Pickin' Roots w/ guest Rust Belt Risings, Meyer Theater
February 20, 2027, 7:00 p.m. – Scriptless in Seattle, Meyer Theater

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

Happenings Newsletter https://www.monroeccc.edu/happenings
Meyer Theater Events https://www.monroeccc.edu/events

B. 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