

MINUTES OF THE FIVE HUNDRED EIGHTY-FIRST
MEETING OF THE BOARD OF TRUSTEES
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

Board of Trustees Room, Z-203
La-Z-Boy Center
6:00 p.m., November 26, 2018

Present: William T. Bruck, Lynette M. Dowler, Dr. Edward R. Feldman, Steven Hill, Aaron N. Mason, Mary Kay Thayer

Also Present: Parmeshwar Coomar, Kevin Cooper, AJ Fischer, Paul Hedeem, Matthew Hehl, Barry Kinsey, Paul Knollman, Brian Lay, Kimberly Lindquist, Terry Lunn, Molly McCutchan, Joshua Myers, Tina Pillarelli, Kojo Quartey, Stephanie Roehl (Consumers Energy), James Ross, Mark Spenoso (photographer), Joe Verkennes, Tracy Vogt, Suzanne Wetzal, Patrick Wise, Quri Wygonik, Grace Yackee, Janel Boss (recording secretary)

A. 1. a. (1) 1. Chair Dowler called the meeting to order at 6:00 p.m.

B. 1. a. (1) 2. There were no delegations present.

C. 1. a. (1) 3. Chair Dowler moved the contribution announcement for Stephanie V. Roehl from Consumers Energy to the beginning of the agenda.

Ms. Roehl, Community Affairs Manager, shared with the board that Consumers Energy provides natural gas and electric to over 6.7 million customers, has over 10,000 employees and contractors and has helped save through the energy efficiency program (resident and business customers) over \$1.5 billion since 2009. In Monroe County in 2016, Consumers Energy and their Foundation along with their employees have contributed over \$47,000 to Monroe County non-profit organizations and have spent over \$1.2 million in Monroe businesses from June through September of that year. They are committed to supporting and serving in their communities. Consumers Energy and the Foundation is supporting the 2018-2019 Cultural Enrichment Events series in the amount of \$5,000.

B. 2. a. (1) 4. *It was moved by Mrs. Thayer and supported by Mr. Hill that the remaining items on the consent agenda items be approved:*

B. 2. a. (1) Approval of the October 29, 2018 minutes for the regular meeting of the Board of Trustees.

B. 2. a. (2) Authorization for the President to Execute a Temporary Full-Time Faculty Contract – Lisa Schaller

The motion carried.

B. 4. a. (1) 5. *It was moved by Mr. Hill and supported by Mrs. Thayer that the following resolution of commendation for Mrs. Stacy Lehr be adopted:*

WHEREAS, Mrs. Stacy Lehr has decided to retire from her current position as technical services assistant with Monroe County Community College, effective November 15, 2018, and

WHEREAS, Mrs. Lehr has provided exemplary service to the College, students, and the community since 1983, and

WHEREAS, she has exhibited professionalism, competence, and dedication in a variety of positions which include student assistant, secretary to the director of continuing education/community services, secretary to the dean of instruction, coordinator of student government/activities, and administrative assistant to director of purchasing/accounts payable clerk, and

WHEREAS, she has shared her talent while serving on numerous committees, task forces, and work groups dedicated to the improvement of services, practices, and the overall well-being of the College, and

WHEREAS, she has graciously volunteered countless hours in support of activities

such as the Car Show, Family Fun Night, Commencement, the Monroe County Fair, and several others, and

WHEREAS, she is a person of great character, always displaying a sense of humor and an extremely positive attitude, and

WHEREAS, she received the Enriching Lives Performance Award and was recognized by her supervisors and peers for her commitment to the Mission and Vision of the College, and

WHEREAS, she has dedicated her entire professional career of 35 years to the promotion of higher education in Monroe County,

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognizes Mrs. Stacy Lehr for her dedicated service and contributions to the College, its students, faculty, staff, administration, and community-at-large,

THAT IT BE FURTHER RESOLVED, that the Board of Trustees express their very best wishes for her continued success, well-being, and happiness on this Monday, November 26 2018.

The motion carried.

- B. 4. a. (2) 6. *It was moved by Mr. Hill and supported by Dr. Feldman that the following resolution of commendation for Mr. Terry Lunn be adopted:*

WHEREAS, Mr. Terry Lunn, has decided to retire from his position as General Maintenance Worker with Monroe County Community College, effective January 9, 2019, and

WHEREAS, he first served the College beginning in 2011 as a Welding Lab Assistant for the ASET Division playing a key role in the success of its programs by competently carrying out his duties of tool inventory control, instructional equipment maintenance, and both assisting instructors and students with teaching demonstration preparation and clean-up, and

WHEREAS, he played a pivotal role in the complex logistics that allowed for the smooth transition and relocation of the ASET Division to the new Career Technology Center by assisting with equipment cataloging and move preparation and execution, and

WHEREAS, he joined the Maintenance Department in 2013 as a General Maintenance Worker and has taken great pride in the upkeep of the college's buildings, grounds and landscaping, sharing his knowledge and expertise with his co-workers, and

WHEREAS, he has helped to foster an excellent preventative maintenance program in the Physical Plant and has exhibited a high level of professionalism, and

WHEREAS, he has continually demonstrated his commitment to the College Mission and dedication to our faculty, staff, and students both on-and off-campus.

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Mr. Terry Lunn for his dedicated service and contributions to the College, our students, and the community, 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 26, 2018.

The motion carried.

- B. 4. a. (3) 7. *It was moved by Mr. Mason and supported by Mr. Hill that the Board approve the revised 2018-2019 Budget as presented.*

The motion carried.

- C. 1. a. (1) 8. The contribution announcement for the College’s Cultural Enrichment Events series from Consumers Energy was given at the beginning of the meeting.

- C. 3. a. (1) 9. President Quartey reported on the following faculty contract and retirements:

Temporary Full-time Faculty Contract:

Lisa Schaller, Instructor of Construction Management, effective January 7, 2019 through May 8, 2019

Retirements:

Stacy Lehr, Technical Services Assistant, effective November 15, 2018

Terry Lunn, General Maintenance Worker, effective January 9, 2019

- C. 3. a. (2) 10. The Board received a Statement of General Fund Revenues and Expenses for the Period Ending October 31, 2018.

Suzanne Wetzel, Vice President of Administration/Treasurer, reported that budgeted transfers will be in December following the presentation of the audit. Mrs. Wetzel reminded the board that there is a public meeting on the DTE Tax Tribunal issue on December 4th at 7:30 p.m. in the County Commissioner Chambers. She mentioned that the East/West Technology Building project will be going out for bids with hopes of awarding bids in January.

- C. 3. a. (3) 11. The Board received a note of appreciation from the family of Dr. James DeVries for the flowers sent for his funeral.

- C. 3. a. (4) 12. The Board and staff received a note of appreciation from the family of Dr. James DeVries for the flowers sent for his funeral.

- C. 3. a. (5) 13. Members of the Audit Committee met with Mr. Hehl, representative of Cooley, Hehl, Sabo and Calkins, prior to the board meeting. Mr. Hehl provided an overview of the audit process and findings for the fiscal year ending June 30, 2018, to the Board. AJ Fischer reviewed the Management’s Discussion and Analysis portion of the audit. The auditors issued an unqualified opinion. As a component unit of the College, The Foundation’s financial statements are included in the audit. In addition, the Federal Awards audit was received. The auditors issued an unqualified opinion on each major federal program. (A copy of the audit document is filed with the Board minutes and can also be downloaded at <http://www.monroecc.edu/finance/MCCC%202018%20Audit.pdf>).

- C. 3. a. (6) 14. Joe Verkennes, Director of Marketing and Communications, presented an overview of the MCCC Annual Report. The Annual Report was written and designed completely in house by Mr. Verkennes and graphic designer, Douglas Richter. The 2017-18 “18 Stories of Enriching Lives” was this year’s themed report. Hard copies of the report will be mailed to donors. An electronic version of the annual report will go out by email, will be on the homepage of the College website, and distributed through social media.

- C. 3. b. (1) 15. President Quartey summarized his report to the Trustees. The State Legislature will be in session for the next four weeks, reconvening tomorrow for their ‘lame duck’ session. A supplemental appropriation bill could impact community colleges and also amend the state’s minimum wage laws.

At the Federal level, the Senate is considering simplifying the FAFSA (Faster Access to Federal Student Aid) filing process which would have a positive impact for MCCC by making the process less cumbersome.

MCCC has been awarded two new grants – one from the Regional Prosperity Initiative (RPI) for \$15,000 and one from the Michigan State Police for Campus Sexual Assault Prevention for \$21,050. MCCC was one of five community colleges in the state to receive this grant. Dr. Quartey thanked Mr. D’Cunha for his work. Other grants that are being pursued are Title III, Student Support Services, and NSF.

Eight out of nine students completed the second Manufacturing Boot Camp class. Working on the strategic plan is ongoing. MCCC made the MPSERS payment of \$204,237.71 to the ORS, which includes late fees and interest. Mrs. Wetzel remarked

that the College may have a refund coming once the final analysis is completed on covered student assistants.

- C. 3. b. (2) 16. Quri Wygonik reported on the Student Profile Data. She reported that over the past two years, the College has experienced a decrease in total enrollment by 5.7 percent. The greatest drivers of the decrease are among the First Time In Any College (FTIAC) students where enrollment declined 10.9 percent, and a 6.0 percent decrease in currently enrolled students. The number of re-enrolling students increased by 9.2 percent with a decline in enrollment of 27.8 percent for out of state students. Notable statistics highlighted in the Fall 2018 report are as follows: dual enrollment is up 1.8 percent, re-enrolling students is up 9.2 percent, 31-40 age group is up 1.7 percent, 41-50 age group is up 1.4 percent, Airport High School graduating class enrollment is up 4.0 percent, total ASET division program enrollment is up 7.4 percent and the nursing program enrollment is up 5.7 percent.

Mrs. Wygonik offered detailed analysis of the Fall 2018 student profile figures. Of the 2,943 students enrolled for Fall 2018, the largest sub group (71.15 percent) is prior MCCC students, followed by FTIAC students (25.05 percent) and transfer students (3.81 percent). Out of the 2,943 students, 1,737 are female students, the mean age is 22.9 and the median age is 19. Eighty-four percent of MCCC students are white Caucasian. The district status of the College is 87 percent are in-district, 11 percent are out-of-district and 2 percent are out-of-state. The predominant gender status group is part-time female students at 1,270. Fifty-nine percent of our students are enrolled in transfer programs with the greatest enrollment in the career program area being in the health/sciences programs. Enrollment by Monroe County High School graduates experiencing the biggest increase is from Airport High School. The major feeder high schools in Monroe County are Ida, Summerfield, Jefferson, Monroe and Airport. The top five cities by enrollment are Monroe, Temperance, Newport, Dundee and Carleton. Transfer program enrollment prominent drivers are the Associate of Science degree followed by dual enrollment. The ASET Division has experienced enrollment growth in the following areas: Welding Technology, General Technology and Mechanical Design Technology. The Business Division major drivers are Business Management and Accounting. The Health Sciences Division increases are in Pre Nursing and Nursing.

- C. 4. b. (1) 17. Chair Dowler deferred appointing two Group I Directors (MCCC Trustees) to The Foundation at MCCC for a 3-year term expiring December 31, 2021, until the January meeting.
18. Chair Dowler noted the upcoming events.
19. Chair Dowler thanked Mrs. Boss in Ms. Dorcey's absence. She also thanked Dr. Feldman for being with Board of Trustees and supporting the College. She wished the staff a great holiday season and hopes everyone has a safe and joyous month.
20. Mrs. Thayer complimented Chair Dowler for her amazing work bringing warmth to the Board and a concern for students with a true feeling that her heart is committed to the College.
- D. 1. a. (1) 21. *It was moved by Mr. Bruck and supported by Mr. Mason that the meeting be adjourned.*

The motion carried and the meeting was adjourned at 7:14 p.m.

Respectfully submitted,

Lynette M. Dowler
Chair

Aaron N. Mason
Secretary

jb/

These minutes were approved at the February 4, 2019 regular meeting of the Board of Trustees.