

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

Board of Trustees Room Z-203
The Whitman Center
6:00 p.m., September 23, 2019

Present: William T. Bruck, Florence Buchanan, Lynette M. Dowler, Steven Hill, Krista Lambrix, Aaron Mason, and Mary Kay Thayer

Also Present: Victor Bellestri, Jack Burns Jr., Ronald Campbell, Parmeshwar Coomar, Kevin Cooper, Randy Daniels, Russell Dowler, AJ Fischer, Barry Kinsey, Paul Knollman, Brian Lay, Kim Lindquist, Joshua Myers, Jim Ross, Kojo Quartey, Linda Torbet, Joe Verkennes, Tracy Vogt, Suzanne Wetzel, Grace Yackee, and Penny Dorsey (recording secretary)

1. Chair Dowler called the meeting at 6:00 p.m.
2. There were no delegations.
- B. 2. a. (1) 3. *It was moved by Mrs. Thayer and supported by Mr. Mason, that the following items on the consent agenda be approved:*

B. 2. a. (1) Approval of minutes for the regular meeting of June 24, 2019 and the special meetings of August 14, August 29, and September 6, 2019

B. 2. a. (2) Proposed Resolution Proclaiming October, United Way Month

Recommended motion: *“that the following resolution proclaiming October, United Way Month be adopted:*

WHEREAS, the United Way of Monroe County is entering its 2019-2020 campaign and will set another milestone goal that will see campaign pledges of over one million dollars, and

WHEREAS, the United Way is the largest single voluntary organization in Monroe County through which volunteers can channel their concern for people in need, and

WHEREAS, the United Way, largely because of the continued generosity and caring of employees of Monroe County Community College, can continue to grow and support a wider range of health and human care needs that directly benefit residents of Monroe County.

THEREFORE, BE IT RESOLVED by the Monroe County Community College Board of Trustees, that the College employees be encouraged to participate in the 2019-2020 United Way Campaign of Monroe County and receive the highest commendations and vote of thanks for their generous gifts to this vitally important cause, and

THAT IT BE FURTHER RESOLVED that the Monroe County Community College Board of Trustees proclaims the month of October 2019 ‘United Way Month’ throughout the College district to emphasize the value and positive contribution United Way of Monroe County offers to our community and its residents on this Monday, September 23, 2019.”

The motion carried.

- B. 4. a. (1) 4. *It was moved by Ms. Buchanan and supported by Mr. Bruck that the following resolution of commendation for Mr. William J. Braunlich, Jr. and Mr. William H. Braunlich be adopted:*

Recommended motion: *“that the following resolution of commendation for Mr. William J. Braunlich, Jr. and Mr. William H. Braunlich be adopted:*

WHEREAS, William J. Braunlich, Jr. was among the first advocates for the creation of Monroe County Community College, serving on the “Citizens’ Survey Committee of Monroe County Community College Possibilities,” which advocated for the creation of a community college district in Monroe County, and

WHEREAS, William J. Braunlich, Jr. served as Monroe County Community College’s first legal counsel for twenty-eight years from 1964 until 1992, often going well above the call of duty as a counselor to the president on a myriad of complicated issues, and

WHEREAS, William H. Braunlich succeeded his father as college general counsel, carrying forward the ethos and tradition established by his father as a close advisor to the president on matters far beyond strictly legal matters, and serving in that capacity until 2001, and

WHEREAS, William H. Braunlich was first elected in 2003 by the voters of Monroe County to serve on the MCCC Board of Trustees, and

WHEREAS, one of William H. Braunlich’s most notable contributions to MCCC was his stalwart advocacy for the creation of The Foundation at MCCC and his commendable work as the architect for much of its legal framework; moreover, his impact continues to be felt through his enduring generosity as a major donor and for his ongoing success as a board member to cultivate and secure millions of dollars in private and corporate contributions since The Foundation’s inception, and

WHEREAS, both William J. and William H. served as trusted advisors to elected Board of Trustees, presidents and administrative staff, helping to guide the institution through a wide spectrum of legal and ethical issues from its formative years into a mature, trusted and thriving institution of higher learning, and

WHEREAS, few, if any, have contributed as much in breadth and depth to Monroe County Community College and the greater community as William J. and William H. Braunlich. From its inception, William J. played an active part in the planning and building of MCCC into the institution of quality that it has become, and William H. to this day embodies that legacy through his steadfast commitment to the college and community, and

WHEREAS, on June 10, 2019 The Foundation Board of Directors unanimously passed a resolution urging the Monroe County Community College Board of Trustees to recognize the unparalleled contributions of William J. Braunlich, Jr. and William H. Braunlich.

THEREFORE BE IT RESOLVED by the Monroe County Community College Board of Trustees, that William J. Braunlich, Jr. and William H. Braunlich be recognized for their exceptional contributions to the support, well-being and reputation of the Community College District of Monroe County from its earliest years as a citizen’s initiative through present day as a thriving and universally respected institution of higher learning, and

BE IT FURTHER RESOLVED, that the Monroe County Community College Board of Trustees directs the president, in consultation with the chairman of The Foundation at MCCC, to bring forward a recommendation to the Board to name a suitable campus facility (defined in MCCC Policy 1.69 on Naming Opportunities as “a building, room, lab, lounge, space, garden, pond, courtyard, street, or other permanent area or physical asset of the College”) to stand as a lasting tribute to the significant and unparalleled lifetime contributions of William J. and William H. Braunlich, and

BE IT FURTHER RESOLVED, once a facility is approved by the Board of Trustees that MCCC appropriately commemorate this commendation with a suitable recognition to be installed within or adjacent to the facility named in their honor.

Trustee Dowler thanked Ms. Buchanan for reading the resolution. She remarked that this was a beautiful tribute to the work that William J. and William H. Braunlich did, not only for the college but for the community at large. She invited comments from the attendees to make further comments about the honorees.

Mr. Victor Bellestri, Chair of The Foundation at MCCC, stated that “in the mid-1970’s my wife, Bonnie, and I moved into the neighborhood where we still reside. We were so fortunate to have as neighbors, Shirley Meyer, right next door and Hildreth and William J. Braunlich just down the street. Over the years, we came to know Hill and Bill as a couple who were gracious, elegant and dignified. They epitomized an American family of truly good citizens.

Their son, Bill, became a good friend of Shirley Meyer’s son, Mike, so our bond with the Braunlichs became stronger. This 40-some year life experience for Bonnie and I revealed to us the profound impact that William J. Braunlich, and his son, William H. Braunlich, have had not only at MCCC as college attorneys, but also a founding father of the college itself and the later a founding father of The Foundation at MCCC.

What this father and son team represent to this institution is not good citizenship but great citizenship. They helped light and then significantly brighten the lamp that is higher education in Monroe County. And they did it, as always, with grace, dignity and style. So, as Chairman of The Foundation, I highly recommend that your strongly consider this resolution as a fitting tribute to these two fine citizens.

Thank you all for your consideration in this matter.”

Dr. Ronald Campbell, President Emeritus, said that was a pleasure to be able to speak on behalf of the Braunlichs. Dr. Campbell served with Bill [Jr.] for 20 years. He said he wasn’t sure how many of those present knew that the growth and birth of the College wasn’t necessarily smooth running for 20 years. There were many lawsuits, and when the Board would ask him about them, he would say, ‘well, Bill’s working on it.’ Dr. Campbell noted that, there were about 18 grievances, which he kept in a black binder on a bookshelf in my office. When William J. asked him if he would consider having William H. takeover for him, Dr. Campbell replied, ‘Well Bill you’re still going to be calling the shots, so I’m comfortable with that. Once, when William H. came to Dr. Campbell’s office, they were talking about negotiations and Dr. Campbell told him to ‘Go get that black binder off the bookshelf.’ William H. opened the binder and went through it and saw that 18 grievances that had gone to arbitration. He then went back to his office and he said, ‘Dad, what have you gotten me into? Talk about pressure.’ William H. did a good job and both men were great supporters and champions of the College and it is truly nice to see them get recognition.

Gerald Welch, president emeritus, said that he has been following Ron Campbell around since before the Community College. Mr. Welch stated “Community college, as most of you know, plays a very special role in our lives. When I got out of the service, I had no place to go so I ended up at Henry Ford Community College, which opened up all kinds of avenues for me later on. I think it made my whole career possible. So I have been pretty much committed to this idea, almost in a religious sense. I think that can be said of Ron and of Bill, and of all of the others who are here. Ron has always been very nice to me, in fact, I’ve followed him around for over 60 years. Once again, I would like to thank all of you for making this possible. I think that the Braunlich family, Bill in particular, have performed a myriad of services for the College and for all of us. I am very pleased he’s getting the recognition that we think he deserves.”

Mrs. Dowler remarked that this afternoon as she was walking across the campus with her grandson, he said “Gram! This is beautiful!” She stated, “For a youngster to see what we have here and how beautiful it is, and to see it through their eyes, and to know Dr. Campbell and Dr. Welch, and then the building bricks that both Braunlichs gave us to get us to where we are, is nothing less than miraculous. It’s an honor to be able to recognize them.”

5. Chair Dowler appointed the following individuals to serve on the campus facility recommendation committee to work with Mr. Bellestri and Dr. Myers on recommending an appropriate commemorative location to recognized contributions of William J. Braunlich, Jr. and William H. Braunlich. The committee will work under the leadership of President Quartey and will bring a recommendation to the Board within the next two months.

Campus Facility Naming Recommendation Committee

*Krista K. Lambrix

William T. Bruck
Aaron N. Mason

*Committee chair

The motion carried.

- B. 4. a. (2) 6. *It was moved by Mr. Mason and supported by Mr. Hill that the Monroe County Community College Board of Trustees certifies that Monroe County Community College not only meets but exceeds the best practice standards required by the education omnibus appropriations act for fiscal year 2020, as the attached table demonstrates*

Mrs. Suzanne Wetzel commented that the state budget bill not yet been passed; however, the Michigan Community College Association (MCCA) recommended that the College continue to comply with the requirements, which it must do to get the funding. The Adherence to Best Practices is a piece of that compliance under the previous legislation. The signed document is due to the State by October 15th, so the MCCA recommended the College get it together and bring it to the Board for approval, but wait to submit the document until State approves its budget.

The motion carried.

- B. 4. a. (3) 7. *It was moved by Mr. Mason and supported by Mrs. Thayer that Policy 4.02, College Programs be revised as presented.*

The motion carried.

- B. 4. a. (4) 8. *It was moved by Mr. Hill and Supported by Mr. Mason that the Monroe that Policy 4.01, College Calendar, be revised as presented.*

The motion carried.

- B. 4. a. (5) 9. *It was moved by Mr. Hill and supported by Mrs. Buchanan that Policy 4.01, College Calendar, be revised as presented.*

The motion carried.

- B. 4. a. (6) 10. *It was moved by Mrs. Thayer and supported by Ms. Lambrix that Policy 3.33, Student Complaint Policy, be adopted as presented.*

Dr. Randy Daniels, Vice President of Student and Information Services, explained that, this is actually a policy that has taken the place of a process that we already have in place. The Registrar, Tracy Vogt, helped create the policy. This policy has been up on our website for federal compliance purposes for quite some time; however, Dr. Grace Yackee, Vice President of Instruction, with the assistance of Suzanne Wetzel, Vice President of Administration/Treasurer to the Board of Trustees, recommended that it be put into a formal policy to give it more strength. MCCC student have the right to file a formal complaint if they come across something that causes grief to them or that they have a challenge with.

The motion carried.

- B. 4. a. (7) 11. *It was moved by Mr. Mason and supported by Mr. Hill that the Board Authorizes the President to execute a contract for the following administrator:*

*Ryan Rafko, Director of Admissions and Guidance Services
First-Year Probationary Contract
Effective September 30, 2019 through September 29, 2020.*

Dr. Randy Daniels, Vice President of Student and Information Services, commended the hiring committee, which included Valerie Culler, Joyce Haver, Peggy Jacob, Kellie Kull, Steve Mapes, Linda Marsh, Lauren Pillarelli, Tracy Vogt, Patrick Wise, and himself.

There were almost 100 applicants for the position, however, Mr. Rafko quickly rose to the top. He is currently serving as the Associate Director of Financial Aid and Scholarships at the University of Michigan Dearborn, prior to which he served as a

Financial Aid Assistant here at MCCC from 2010-2014, and prior to that he worked in the Financial Aid Offices of the University of Detroit Mercy and Baker College.

Mr. Rafko has an Associate Degree from MCCC, a Bachelor of Business Administration from the University of Toledo, and Master of Arts in Leadership from Siena Heights University. He is replacing Mark Hall.

The motion carried.

- B. 4. a. (8) 12. *It was moved by Mrs. Thayer and supported by Ms. Buchanan 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 event, which will be held as indicated:*

MCCC Happy Hour – November 14, 2019, 4:30 p.m.-12:00 a.m. – The River Raisin Event Center, 8 N. Monroe St, Monroe, MI 48162.

The motion carried.

- C. 3.a. (1) 13. President Quartey reported the following appointment:

1st Year Probationary Administrative Contract:

Ryan Rafko, Director of Admissions and Guidance Services, effective September 30, 2019 (replacing Mark Hall)

- C. 3. a. (2) 14. The Board received a Statement of General Fund Revenues and Expenses for the periods ending August 30, 2019.

Suzanne Wetzel, Vice President of Administration/Treasurer, noted that that she and AJ Fischer, Director of Financial Services, have reformatted the financial report to offer more detail. They have added a section that offers a breakdown by function by category so that the Board can more easily track expenses. Another new edition is an “All Funds” report which the Board will receive two times a year. Typically the Board only hears an “All Funds” report once a year when the budget is presented. This new report will offer information on the performance of all funds at the midpoint in the fiscal year. The eventual goal is to add some additional reports and graphs to help the Board better understand and track College finances. Ms. Wetzel requested feedback on the new reports and asked the Board to let her know if they would like to see any additional information.

The audit is currently underway. Plant Moran is on campus this week performing their onsite single audit work. Cooley Hehl has been on campus since mid-August and will finish their onsite work in mid-October. In November, the auditors will meet with the Board Audit Committee, and then present the completed audit at the regular meeting of the Board of Trustees on November 25.

Ms. Wetzel announced that the College has opened a money market account and transferred \$7.5 million out of its checking account into the new money market account to generate additional interest, while maintaining the ability to move that money as needed for construction projects and other expenses. This week the business office will be making the first HVAC payment of the academic year (\$718,000).

In terms of some of the revenue challenges, credit tuition revenues for the fall semester are unfavorable to budget by \$281,000; down about eight percent. The State Legislature moved ahead with their Conference Committee on the higher education budget and the proposal coming out of the committee is that State funding for MCCC will be about \$14,000 less than what the College had budgeted for FY2019-2020. Mrs. Wetzel and her team will keep an eye on the State budget situation as it is still not approved by the Governor.

The financial report is included in the packet for the Board’s review and is part of the permanent Board file.

- C. 3. b. (1) 15. President Quartey summarized his reports to the Trustees, which he sends every other week.

The State budget issue is at a stalemate, with a potential shutdown in October. House Democrats have offered an alternative to the \$0.45 gas tax, but this has not received much traction.

On Wednesday, July 28, President Quartey testified before the House and Senate Appropriations Committees on the Tuition Reciprocity Agreements between MCCC and Owens CC and University of Toledo. I indicated during my testimonies that while we are in favor of reciprocity, we do not appreciate non-reciprocal agreements such as Public Act 11, which allowed our high school students to go across the border to Ohio. While it was not imperative that I testify, I wanted to get in front of the legislature to remind them of how hurtful misguided legislation can be and also let them know that MCCC is in need of a capital outlay funds (MCCC is currently ranked fourth). Trip to Lansing two weeks ago to testify before the house apron. Senator Zorn relayed that at this point there is no money set aside for Capital Outlay. Conversations with other legislators and lobbyist suggest that, should there be capital outlay funding this year, it may be last minute, and that perhaps they will pick it up again in a couple of months.

The House Oversight Committee wants to create the "College Campus Intellectual and Expressive Freedom Act." [HB 4436 \(H-2\)](#), which would require public colleges and universities to adopt policies on free expression, would dictate the content of those policies, and would mandate distribution of campus speech policies to all students. The Act would dictate who colleges can and cannot have on campus, as well as what those individuals can and cannot say. MCCC believes there should be local control. There are various versions of this proposal that have been submitted by separate individuals; however, the language is similar across the versions.

Legislation has also been introduced to ensure that every student who completes high school in Michigan completes the FAFSA. On the federal level there is an attempt to simplify the FAFSA. MCCC staff travel all over the county to the high schools helping students fill out the FAFSA, yet many students still come to the college late and are unable to complete the FAFASA in time to register for classes.

The "Free College" concept not yet dead. There are still a couple of house bills concerning this idea. MCCC was recently ranked the #1 community college in Michigan by Wallet Hub. The rankings are based outcomes and values. MCCC has a high transfer and completion rate. President Quartey announced that Joe Verkennes, Director of Marketing Communications, and his team, have implemented the College's new website. Dr. Quartey completed his term as the Michigan Community College (MCCA) in July. He also completed two years as chair of the presidents. Dr. Quartey received the Distinguished Service Award at the MCCA Summer Conference in Traverse City. Trustee Thayer commended Dr. Quartey on his Distinguished Service Award and commented that the positions he held requires much time and hard work to coordinate all of the state community colleges.

- C. 3. b. (2) 16. The Board received an update on procedure 2.10(a), Management Manning Table. This table articulates the grades for all of the administrative positions and correlates with the Policy 2.19, Salary Management Schedule. The table has been updated to reflect the two administrative position upgrades (Director of Data Processing and Director of Workforce Development) that were approved by the Board at the June 24, 2019 regular meeting. These positions were moved up from grade IV to grade III.
- C. 3. b. (3) 17. Dr. Randy Daniels, Vice President of Student and Information Services, presented the *Fall 2019 Enrollment Report*. Dr. Daniels provided the following charts for the Board's review, *Enrollment Statistics Fall 1998-2019* and a *Fall Term Student Profile Comparison 2018/2019*.

The first chart shows MCCC's enrollment history going back to Fall 1998. The final enrollment number for Fall 2019 shows a decrease of 313 students or 10 percent in headcount. Credit hours are down by 2,089, and billable contact hours are down by 2,347, or 8.7 percent. Part-time and full-time female and male enrollment in and out of state are consistent with the previous year.

The second chart gives a different breakdown, Enrollment by Key Group; Enrollment by Credit Status; Gender; Gender and Credit Status; Age; and District Status. FTIAC (First Time Enrolled in Any College) enrollment is down by 134, or 18.2 percent. Transfer students are down by 11 students or

-9.8 percent. Current students (students who attended last winter and who should be attending this fall) are down by 115 students, or 6.6 percent. Re-enrolling students (those who have stopped attending for at least one semester) are down by 53, or 15.4 percent. Part-time enrollment is down by 251 student and full-time students are down by 62 students.

In terms of “Age”, enrollment is down by 180 students in the 20 and under group. This is partially attributed to a drop in dual enrolled students. Recently, MCCC’s lost some direct college students, as some of the out-of-county and in-county high schools (Gibraltar-Carlson, Summerfield, and Whiteford high schools) are no longer participating in the program. Nationally, community college enrollment is down 11 percent. In the State of Michigan, enrollment is down 20 percent overall, although there are differences among the various community colleges in the state. This is because different community colleges are using different methods to address enrollment issues. Some offer debt forgiveness, and other, like West Shore Community College, have implemented a free college program. There are various strategies going on in each market. Looking at the 20 percent average decrease in enrollment over the last five years, Oakland Community College has experienced a 36 percent decrease; Lansing Community College 25 percent; Lake Michigan Community College and Kellogg Community College 30 percent; Kalamazoo Valley Community College, 27 percent; and Monroe County Community College 24 percent.

In 2015, Dr. Quartey created an enrollment triage taskforce, headed by Joe Verkennes, Director of Marketing to help address MCCC’s enrollment issues. For the last five years, Mr. Verkennes, Mark Hall, Director of Admissions and Guidance, and others have implemented various strategies to help increase enrollment. Strategies include, but are not limited to social media campaigns, increased print and billboard advertisements, and increased area high school visits (taking testing and registration directly to the high school campuses). Mr. Hall and his team have also brought several large (500) groups of high school seniors to the college campus for various events as well.

The College was also recently accepted into the Higher Learning Commission (HLC) Student Success Academy. Although MCCC has been triaging recruitment, the other side of enrollment management is retention, which is the focus of the Student Success Academy. This year, 72 percent of MCCC’s new students attended orientation. Tracy Vogt, Registrar, and her team have now implemented student planning through the Colleague system. The College’s new strategic plan (in process), and its mission, vision, and values, all include student focus as their primary objective. While the enrollment triage team will continue its work in recruitment, it is branching out into retention. The College has also received two grants that have enabled it to hire three student success coach’s to assist students facing challenges. The coaches communicate with students regularly, and have face-to-face email sessions with the students. The number of tutoring sessions in the Learning Assistance Lab has already increased over last year.

Another factor in decreased enrollment is dropping graduation rates in high schools due to a lower population of high school graduates. In Monroe County, over the last five years, high school graduate numbers have decreased by five percent, while across the state they have decrease by 10 percent. Research indicates that recessions tend to result in lower birth rates, and there is also a correlation between unemployment and enrollment at MCCC. Additionally, the new “cross border” legislation has had a negative impact on enrollment at MCCC.

In response to a question regarding how far out the budget team projects enrollment numbers, Suzanne Wetzel, Vice President of Administration/Treasurer, explained that Quri Wygonik, Coordinator of Research, Evaluation and Assessment, along with her predecessor Jamie DeLeeuw built an enrollment projection model to help with budget preparation. The model incorporates economic factors, historical data, and high school graduation rates. The model is currently set up to predict one year out, however, but could be modified to expand to two or three years. Even with the model, enrollment is very difficult to estimate because of the numerous factors required for analysis. For instance, during a strong economy, the data might not show big a dip in headcount, but will show larger dip in billable contact hours because there are more part-time students. Dr. Grace Yackee, Vice President of Instruction, stated that a recent survey indicated that students are concerned about how to take classes that are not always offered at their preferred times. Dr. Yackee and her team

are looking at how to better schedule classes to optimize for efficiency without negatively impacting the two types of students served at MCCC. There is also a new trend in students' scheduling preferences, which is shifting evening to daytime. Dr. Yackee and her team are looking at additional factors that affect enrollment as well, such as cancelling classes. The decision to cancel classes is often made on a case by case basis, which depends on a number of factors, most importantly, keeping the student in the center of the decision making process. The student planning module in Colleague has been already been implemented by the Registrar's office so that students do not find themselves in a situation where they have to delay graduation because of class scheduling. Dr. Yackee reported that the data on current students indicates that MCCC's online class offerings appear to be on point; however, this is based on the College's existing students and she plans to expand the database.

President Quartey stated that the other side of the "house" is non-credit. Dr. Yackee reported that non-credit enrollment is up 10 percent, as the College is delivering much more corporate training. Barry Kinsey, Director of Workforce Development, reported that in terms of the classes being offered right now, the MIOSHA classes are almost full, and of the four upcoming classes one is full and other three are close to full. Non-credit classes are offered both on and off campus, but are primarily run off campus. In terms of instruction, MCCC typically contracts with MIOSHA instructors; however, there are times MCCC instructors teach these classes as well. As far as enrollment Non-credit classes correlate differently to unemployment than do credit classes.

Dr. Yackee explained that non-credit hour classes are also charged differently than credit hour classes, and they have a different enrollment timeframe. Because of the timeframe, it is too early to report enrollment and revenue for the Fall 2019, as enrollment is still open. Ms. Wetzel noted that in Fall of 2018, total non-credit enrollment was 1,834 (duplicated). The unduplicated number was 1209. She added that when looking at the budget, Lifelong Learning classes and contract training are a small piece of the revenue picture, which is less than \$500,000. This information is included in the budget book each year and is also reported annually at the January Board.

When asked about how non-credit classes are promoted, Mr. Kinsey commented that he and his team actively promote non-credit classes and programs by going out into the public and talking to people. For instance, recently he made contact with *ProMedica Monroe Regional Hospital*. The hospital is having a hard time finding Certified Nursing Aides (CNAs). MCCC is now partnered with *ProMedica* and *Michigan Works!* To offer training for CNAs, whom ProMedica will employ immediately upon completion of the program and their state exam. This partnership with *ProMedica* and *Michigan Works!* gives students the opportunity to be employed by the hospital full-time and receive tuition reimbursement and insurance as well. MCCC, *ProMedica* and *Michigan Works!* also have plans to collaborate on other programs in the health fields in the near future.

Dr. Yackee commented that differences between credit and non-credit classes is that they serve different student populations, and non-credit classes do not qualify for financial aid. The credit side of the house has more restrictions such as seat time, credit hours, and financial aid eligibility. They also respond differently to the economy. Dr. Yackee is working with Quri Wygonik, Coordinator of Research, Assessment and Evaluation, to conduct a larger community needs assessment for business an industry by the end of the year.

In closing, Dr. Yackee reminded the Board that the Higher Learning Commission (HLC) Assurance Program will be locked on October 7th. Chair Dowler noted that a majority of Board members have not yet been through an HLC visit. When the visiting team meets with the Board, they will be trying to get a sense of the governance of the College.

- C. 4. a. (1) 18. Trustee Thayer, gave a brief update on the 2019 Michigan Community College Association Summer Conference. Trustees Lambrix and Mason, and President Quartey also attended.

Trustee Thayer commented that one of the highlights of the conference was a workshop called *Student Financial Stability* as it relates to 'Alice' students. For more information, please go to UnitedForALICE.org. Mrs. Thayer encouraged the rest of the Board members to try to attend next year's conference at Mackinaw

Island from July 22 to July 24, 2020. Not only does the conference offer opportunities for professional development and networking, but it is also a time for the Trustees to build relationships among their Board group. Ms. Thayer's printed report is a part of the permanent Board file and can be obtained from the president's office.

President Quartey said the Alice is essentially the working poor. Trustee Mason, remarked that Alice is an acronym for Alice stands for *Asset Limited, Income Constrained, Employed*. The discussion covered the struggles this demographic of student has, such as having to work multiple jobs to survive financially. The workshop was very informative. Mr. Mason also stated that when Trustees attend conferences like the MCCA Summer Conference, they learn about the challenges other colleges face and that those challenges are not unique to MCCC. The conference helps Trustees to see what they are doing well, what they are not doing well, and challenges they share with other college trustees.

Trustee Lambrix commented that she was impressed by the impact MCCC has in the community, how powerful its presence is and how the community is a support system for the College as well. The work the College does is about the whole person and not just the educational piece. She gained a better understanding of how important the Board's job is at the College.

Chair Dowler thanked the conference attendees for attending in spite of their busy professional lives.

- C. 4. b. (2)
19. Chair Dowler noted the upcoming events.
 20. Ms. Dowler took a moment to remember Mr. Herb Smith. She stated that the "The Foundation lost a really amazing man in Mr. Smith, who was from Ida, Michigan. He was a legend in the agricultural community and a real investor in the College." Mrs. Dowler noted that when she joined The Foundation Board, Mr. Smith was one of the few people who reached out to her and really invested in bringing her into the Foundation. She asked those present to please remember Mr. Smith's family and friends, "We lost a good one."
 21. Mrs. Dowler announced that Dr. Quartey recently received the Distinguished Service Award from the MCCA at their July Board of Director's meeting. She directed Penny Dorsey, Executive Assistant to the President/Secretary to the Board of Trustees, to add the Michigan Community College Association Board of Directors 2019 Awards Dinner & Leadership Academy Graduation booklet to the permanent Board files to be brought forward next year when the Board administers the president's next evaluation.
 22. *It was moved by Mr. Hill and supported by Ms. Lambrix that the meeting be adjourned.*

The motion carried and the meeting adjourned at 7:15 p.m.

Respectfully submitted,

Lynette M. Dowler
Chair

Aaron N. Mason
Secretary

/prd

These minutes were approved at the October 28, 2019 Board of Trustees meeting.