

MINUTES OF THE FIVE HUNDRED NINETY FOURTH
MEETING OF THE BOARD OF TRUSTEES
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

Board of Trustees Room Z-203
La-Z-Boy Center
and via Microsoft Teams Meeting
6:00 p.m., Jun 22, 2020

This meeting was conducted via Microsoft Teams

Present: Florence M. Buchanan, Lynette M. Dowler, Steve Hill, Krista K. Lambrix, Aaron N. Mason, and Mary Kay Thayer

Not Present: William T. Bruck

Also Present: Ijaz Ahmed, Jack Burns Jr., Parmeshwar Coomar, Kevin Coope4r, Valerie Culler, Kelly Heinzerling, Rick Hubbert, Barry Kinsey, Paul Knollman, Brian Lay, Kimberly Lindquist, Laura Manley, Linda Marsh, Joshua Myers, Tina Pillarelli, Ryan Rafko, Jim Ross, Thomas Ryder, Kojo Quartey, Tracy Vogt, Suzanne Wetzel (on-campus), Quri Wygonik, Grace Yackee, and Penny Dorcey (recording secretary)

Per Governor Whitmer's Directive 2020-15, which is effective immediately and through June 12, 2020. This executive order provides temporary authorization for remote participation in public meetings and hearings and temporary relief from required monthly school board meetings. All participants attended this meeting remotely through the Microsoft Teams Meeting application, although Ms. Suzanne Wetzel, Vice President of Administration/Treasurer, and Mr. Brian Lay, Director of Information Services, physically attended the meeting in the Board of Trustees Room, Z-203, to accommodate members of the community who might want to attend the meeting. No Community members were present.

1. Chair Dowler called the meeting at 6:00 p.m. and took attendance as follows:

Present: Trustee Mason, Trustee Buchanan, Trustee Hill, Trustee Lambrix,
Trustee Thayer (6:02 p.m.)
Excused: Trustee Bruck

Ms. Dowler asked for a brief moment of silence, asking those present to keep, Trustee Bruck and our nation in their thoughts.

Chair Dowler announce that the regular order of business is suspended to conduct the public hearing on the 2020-21 budget. The Chair will entertain questions from the audience with regard to the 2020-21 budget material. The millage rate to be levied for operating purposes for the 2020-21 fiscal year will be reaffirmed as 2.1794 mills of ad valorem property taxes and that the millage rate to be levied for facilities/infrastructure improvements for the 2020-21 fiscal year be reaffirmed as .85 mills of ad valorem property tax. If there are no further questions, the Chair will declare the public hearing adjourned.

Ms. Suzanne Wetzel noted an error in the agenda; this is a public hearing on the 2020-2021 budget. Ms. Dowler asked that all references to "2018-2019" in the public hearing should be changed to "2020-2021."

2. There were no delegations present.

B. 2. a. (1) 3. *It was moved by Ms. Thayer and supported by Ms. Lambrix, that the following items on the consent agenda be approved as presented*

B. 2. a. (1) Approval of the May 22, 2020 regular meeting minutes

B. 2. a. (2) Resolution to Adopt the 2020-21 Budgets and Reaffirm Millage Rates

The Board moved that the 2020-21 MCCC budget be approved as presented and that the millage to be levied for operating purposes for the 2020-21 fiscal year be reaffirmed as 2.1794 mills of ad valorem property tax and that the millage rate to be levied for facilities/infrastructure

improvements for the 2020-21 fiscal year be reaffirmed as .85 mills of ad valorem property tax.

- B. 2. a. (3) Proposed Millage Language – Pulled from the consent agenda for further discussion
- B. 2. a. (4) Proposed Policy Revision – Policy 2.19, Management Salary Schedule
- B. 2. a. (5) Proposed Policy Revision – Policy 8.08, Support Staff Salary Schedule
- B. 2. a. (6) Proposed Policy Revision – Policy 11.00, Adjunct Faculty Salary Schedule
- B. 2. a. (7) Proposed Policy Revision – Policy 11.01, Part-Time Support Staff Salary Schedule
- B. 2. a. (8) Proposed Policy Revision – Policy 12.05, Professional Staff Salary Schedule

A role call vote was taken as follows:

Yes [6] Mary Kay Thayer, Aaron N. Mason, Steven Hill,
Florence M. Buchanan, Krista K. Lambrix, Lynette M. Dowler

No [0]

The motion carried.

- B. 2. a. (3) 4. *It was moved by Mr. Hill and supported by Mr. Mason that the Board authorizes that the following ballot language be placed on the November 3, 2020, general election ballot:*

WHEREAS, the Board of Trustees has determined that, in its exercise of its statutory duties and in order to best serve the need of the College, a renewal of .85 mill be levied by the Monroe County Community College for a period of 5 years (2021-2025) to be used for renovation and upgrade of the College's infrastructure and facilities which will include safety projects, accessibility projects, technology projects, learning environment projects, and maintenance projects.

WHEREAS, the Proposed Ballot Language will read as follows:

ADDITIONAL MILLAGE PROPOSAL

The millage proposal would allow the Community College District of Monroe County to levy a renewal of .85 mill for a period of 5 years (2021-2025), for renovation and upgrade of the infrastructure and facilities of Monroe County Community College which will include safety projects, accessibility projects, technology projects, learning environment projects, and maintenance projects.

Shall the total limitation on the amount of taxes which may be assessed against all taxable property in the Community College District of Monroe County, County of Monroe, Michigan, except property exempted by law, be renewed by .85 mill (\$0.85 per \$1,000 of taxable value) and levied for a period of 5 years (2021-2025), to provide funds for renovation and upgrade of the infrastructure and facilities of Monroe County Community College which will include safety projects, accessibility projects, technology projects, learning environment projects, and maintenance projects? If approved, this millage would raise an estimated \$5.47 million for the College District in 2021 (this is a renewal of millage which will expire with the 2020 levy)?

[6] Yes Mary Kay Thayer, Aaron N. Mason, Steven Hill,
Florence M. Buchanan, Krista K. Lambrix,
Lynette M. Dowler

[0] No

THEREFORE, BE IT RESOLVED, that this ballot language be submitted to the County Clerk of Monroe County, Michigan, for submission to the electorate of the Community College District of Monroe County at the general election to be held on November 3, 2020.

THAT IT BE FURTHER RESOLVED, that all resolutions and parts of resolutions insofar as the same conflict with the provisions of this resolution be and the same are hereby rescinded.

President Quartey announced that the College would like to seek a renewal for the 5-year millage. At this point in time he and his team are considering attempting to run on the November 2020 ballot. In order to do that, he needs Board approval of the ballot language at tonight's meeting. The millage would not take effect until next year; however, this is a big election year and he prefers this effort to take place during the same year as faculty contract negotiations as it did 2016. The additional funding is certainly needed and he believes the College has the momentum at this point, due of its support to the community, especially in light of COVID-19 pandemic, and taking the lead to educate the community.

Ms. Wetzel, Vice President of Administration/Treasurer, explained that the funds for this renewal would be used to continue the funding of the projects on campus. The funding is not to be used for the General Fund or operations. Although there is money allocated for the renovation to the Campbell Learning Resources Center; however, some projects are running higher than expected and some of the funds would be used towards those projects. The College does not currently have money to be able to do the renovations of the Student Services Building. The third major project would be the addition to the Health Education Building, should the College's request for funding be approved by the State Legislature. In addition, there are always parking lots to be repaired and updated, which is very expensive.

Dr. Quartey added that, while this request is late for November, as the administration strategizes, there might be a possibility. We know these are unprecedented times and there is nothing normal about what is happening now. The administration may still decide to seek a millage at a later date; however the earliest attempt will be in November 2020. The College also has three Board of Trustees running for reelections in November as well. If the decision is made to change the date, he will bring a new motion to the Board.

A role call vote was taken as follows:

Yes [6] Aaron N. Mason, Steven Hill, Florence M. Buchanan,
Krista K. Lambrix, Lynette M. Dowler, Mary Kay Thayer,

No [0]

The motion carried.

4. New Business

- B. 4. a. (1) 5. *It was moved by Ms. Thayer and supported by Mr. Mason that the schedule of meetings of the Board of Trustees for the fiscal year 2019-20 be adopted as follows: Time: 6:00 p.m. Place: Board of Trustees Room, Z-203* La-Z-Boy Center*

**The April 26, 2021, meeting will be held at the MCCC Whitman Center, 7777 Lewis Avenue, Temperance, Michigan.*

*Monday, September 28, 2020 Monday, February 22, 2021
Monday, October 26, 2020 Monday, March 22, 2021
Monday, November 23, 2020 Monday, April 26, 2021 (Whitman)
Monday, January 25, 2021 Monday, May 24, 2021
Monday, June 28, 2021.*

A role call vote was taken as follows:

Yes [6] Mary Kay Thayer, Aaron N. Mason, Steven Hill,
Florence M. Buchanan, Krista K. Lambrix, Lynette M. Dowler

No [0]

The motion carried.

- B. 4. a. (2) 6. *It was moved by Mr. Mason and supported by Ms. Lambrix that the following resolution of commendation be adopted for Mr. Gary J. Vajcner:*

WHEREAS, Gary J. Vajcner and his late wife Patricia both came from humble beginnings, and

WHEREAS, after graduating from Monroe High School in 1964, Mr. Vajcner was hired by Ford Motor Company where he completed a tool and die apprenticeship and earned an associate degree from Highland Park Community College, and

WHEREAS, while Mr. Vajcner’s career advanced at Ford Motor Company, Patricia ran several in-home businesses while raising their three children, and

WHEREAS, in addition to the businesses she established and ran, Mrs. Vajcner demonstrated a savvy business acumen, and together with her husband, amassed and managed substantial real estate holdings, and

WHEREAS, after retiring from Ford Motor Company as a tool room supervisor, Mr. Vajcner went on become the tool room manager at Draw-Tite Manufacturing, and upon his second retirement he established his own international consulting firm, Vajcner Tooling Solutions, which he operated internationally for eight years, and

WHEREAS, sadly, on March 27, 2019 Mrs. Vajcner passed away after a three-year battle with cancer, and

WHEREAS, wanting to honor his wife’s memory, Mr. Vajcner sought to make a large philanthropic gift that would have a lasting impact in the beloved community where he and his wife built a life together, and

WHEREAS, on December 16, 2019 Monroe County Community College announced a \$1.1 million gift from Mr. Vajcner, which represents the single largest gift from an individual in the college’s 55 year history, and

WHEREAS, Mr. Vajcner’s gift will be recognized through an endowed scholarship in his wife’s memory and two significant spaces on campus with bear their names: the CNC Machining Suite in the Career Technology Center, and the Academic Commons in Founders Hall, and

WHEREAS, Monroe County Community College is indeed fortunate to have a philanthropic partner who is committed to helping expand educational opportunities in our community.

THEREFORE, be it resolved, that the Board of Trustees recognizes Gary J. Vajcner as the 2020 College Supporter of the Year in appreciation for his tremendous support of Monroe County Community College, and its students and public, and for his most generous and public-spirited donation, and

THAT IT BE FURTHER RESOLVED, that it be further resolved, that the Board of Trustees expresses its sincere gratitude on this Monday, June 22, 2020.

Chair Dowler commended the team on their recommended motion.

A role call vote was taken as follows:

Yes [6] Mary Kay Thayer, Aaron N. Mason, Steven Hill,
Florence M. Buchanan, Krista K. Lambrix, Lynette M. Dowler

No [0]

The motion carried.

- B. 4. a. (3) 7. *It was moved by Ms. Buchanan and supported by Mr. Mason that the following individuals be designated to represent the Board before the Michigan Community College Association Board of Directors for the 2020-21*

| | |
|-----------------------------------|-----------------------------|
| <i>Trustee Director</i> | <i>Mary Kay Thayer</i> |
| <i>Alternate Trustee Director</i> | <i>Aaron Mason</i> |
| <i>President Director</i> | <i>Dr. Kojo A. Quartey.</i> |

Ms. Thayer remarked that she appreciated the Board’s confident in her and that she would bring back all the information she could.

A role call vote was taken as follows:

Yes [6] Mary Kay Thayer, Aaron N. Mason, Steven Hill,
Florence M. Buchanan, Krista K. Lambrix, Lynette M. Dowler

No [0]

The motion carried.

- B. 4. a. (4) 8. Chair Dowler explained, that with the current condition of nation, the state, and the city, it is very important for the College and the community that the Trustees consider adopting a resolution against racial injustice. It is very important as a College and the community. She thanked Trustee Buchanan and President Quarthey for helping to construct the words of this statement.

It was moved by Ms. Buchanan and supported by Mr. Mason that the Board adopts the following statement against racism, social injustice, and all forms of inequity at MCCC as written:

The MCCC Board of Trustees is committed to uniting against racism, social injustice, and all forms of inequity. Historically, the effects of social injustice have been rooted in education. Student success at MCCC will be assured through eradicating all forms of discrimination and holding student success as our guiding light.

A role call vote was taken as follows:

Yes [6] Mary Kay Thayer, Aaron N. Mason, Steven Hill,
Florence M. Buchanan, Krista K. Lambrix, Lynette M. Dowler

No [0]

The motion carried.

- C. 3. a. (1) 9. President Quarthey reported the following resignation:

Resignation

Michael Varney, General Maintenance Worker, effective June 9, 2020

- C. 3. a. (2) 10. The Board received a Statement of General Fund Revenues and Expenses for the period ending May 31, 2020.

Suzanne Wetzel, Vice President of Administration/Treasurer, reported that the administration has been working on finishing the budget over last month and a half, and they are now working on closing out the 19/20 fiscal year. AJ Fischer, Director of Financial Services, and his staff have been working on the audit, and Kelly Heinzerling and her team are performing the inventory in the bookstore. Ms. Wetzel has been spending a lot of time working with the Human Resources team to reopen the campus. This effort involves many people including the administrative staff, the Planning and Facilities staff, the Internet Services Department, and the Financial Aid Department in terms of the Cares Act funding.

- C. 3. a. (4) 11. President Quarthey stated that he appreciates all the help and input from the Trustees. The final document is different from what the Board has seen in the past. He thanked Ms. Buchanan and Ms. Lambrix for assisting with the input. There are major areas and six measurable goals for the President, based on the institutional strategic plan, Recruitment and Retention, Fundraising, and Partnerships.

Ms. Dowler expressed her appreciation to Trustee Buchanan and Trustee Lambrix helping and working through the document to make it more succinct and measurable. She believes it will bring more clarity to next year's presidential evaluation.

- C. 3. b. (1) 12. President Quarthey summarized his reports to the Trustees, which he sends every other week.

Classes are ongoing this summer. The CARES Act Taskforce are still working to determine ways to ensure the expenditure of the funding. The College initiated the conversations racial injustice and they are ongoing. Trustee Buchanan has been an integral part of that effort. The intention is to put together a strategic plan. The coalition has come up with an acronym for the group, the Coalition for Racial Equality, Equity, and Diversity or CREED. A creed is a belief so President Quarthey

believes the title is fitting. Another planning meeting is scheduled for tomorrow. The first two meetings had a total of over 200 individuals involved. President Quartey believes it is important that the College, as the center of educational excellence, or hub of enlightenment in Monroe County, for the College to lead these efforts.

Ms. Dowler thanked Dr. Quartey for his report and for his leadership. She stated that when she thinks about the community and partnership component of the presidential goals for the 20/21 year, this coalition is beautiful, real time, example.

Dr. Quartey noted two articles published in the last couple of weeks in the Monroe News. One is a statement on racial injustice and the community coming together and not being torn apart. The other was regarding Juneteenth, which was published this past Friday.

Additionally, President Quartey commended Joe Verkennes, Director of Marketing Communications, Dr. Valerie Culler, Director of Financial Aid, and Tracy Vogt, Registrar for the tribute to MCCC's 2020 graduates printed in Sunday's Monroe News. Mr. Verkennes added that this project was a big effort, in which Ms. Vogt Tracy was an integral partner, making sure that all of the information was correct. The idea was inspired by the Health Sciences area whose nursing and respiratory therapy students have additional ceremonies separate from College commencement. They approached Mr. Verkennes and his team hoping to do something to recognize their efforts. After talking to nursing students they decided to run a pictorial add in the Monroe News, as well as set up a page on the College website. Eighty students sent in photos, and Mr. Verkennes included their majors and any special messages they wished to add. He and his team, with the help of Casey Watterworth, Part-time Technical Director, also created a video tribute to run on the College website, which will be ready this week. The video will be released on the College's social media, website, and YouTube channel this week. There are links to the video on the College's homepage.

Ms. Dowler took a moment to update the Trustees about an upcoming offsite Board workshop. This idea came from the discussion of the Board evaluation at the last meeting. Ms. Dowler has a co-worker, Karen Reed-Fessler, who is also a graduate of MCCC and has a Master's degree in organizational development from Wayne State University. Karen has offered lead the Trustees and president Quartey through a workshop and will be conducting the entire workshop at no charge to College, including the materials and documentation, which she is donating. She is going to begin by conducting a one-hour, strengths inventory with interpretation with each Board member and with Dr. Quartey individually. Ms. Dowler believes the strengths inventory will be the springboard for the beginning portion of the meeting, which will be built around team building and getting to know one another. The workshop is tentatively planned for September.

Three open seats November election. Ms. Reed-Fessler has offered to stay with the Board for an extended period of time if they are interested in retaining her beyond workshop.

President Quartey thanked Ms. Dowler for facilitating the workshop and for getting a speaker at little or no cost.

Penny Dorsey, Executive Assistant to the President and Board of Trustees will be assisting Ms. Reed-Fessler with the distribution of the strength inventory a when it comes out, as well as with other tasks associated with the workshop.

- C. 3. b. (2) 13. *It was moved by Mr. Mason and supported by Ms. Lambrix that the Board meet in closed session in accordance with Sections 8 (c) and 8 (h) of the Michigan Open Meetings Act to discuss issues related to the negotiation of a collective bargaining agreement.*

A role call vote was taken as follows:

Yes [6] Mary Kay Thayer, Aaron N. Mason, Steven Hill,
Florence M. Buchanan, Krista K. Lambrix, Lynette M. Dowler

No [0]

The motion carried and the Board went into closed session at 6:34 p.m.

14. The regular session of the Board of Trustees resumed at 6:46 p.m.

Ms. Dowler thanked Linda Torbet, Director of Human Resources, and Suzanne Wetzel, Vice President of Administration/Treasurer, for their hard work.

4. Board Member and Committee Reports

- C. 4. b. (3) 15. Chair Dowler noted the upcoming events.

Dr. Quartey reminded the those present that on July 9, 2020, at 5:00 p.m., The College would be holding “An Honest Conversation about Racism: A Call to Action.” This event is Co-chaired by Dr. Quartey and Trustee Florence Buchanan. Ms. Buchanan will be taking over as chair of this ongoing project from this point forward.

- C. 4. b. (5) 16. *It was moved by Mr. Mason and supported by Ms. Buchanan that the meeting be adjourned.*

A role call vote was taken as follows:

Yes [6] Mary Kay Thayer, Aaron N. Mason, Steven Hill,
Florence M. Buchanan, Krista K. Lambrix, Lynette M. Dowler

No [0]

The motion carried and the meeting adjourned at 6:52 p.m.

Respectfully submitted,

Lynette M. Dowler
Chair

Aaron N. Mason
Secretary

/prd

These minutes were approved at the September 28, 2020 regular meeting of the Board of Trustees.