

MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF TRUSTEES
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

Cabinet Conference Room
Audrey Warrick Student Services/Administration Building
5:30 p.m., August 14, 2019

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

Not Present: William T. Bruck

Also Present: Randy Daniels, Laura Manley, Linda Torbet, Joe Verkennes, Suzanne Wetzel, Grace Yackee, Penny Dorcey (recording secretary)

1. Chair Dowler called the meeting to order at 6:00 p.m.
2. *It was moved by Mrs. Thayer and supported by Mr. Hill that Policy 3.32 Honors Program (effective Fall 2019), be adopted as presented.*

Dr. Grace Yackee, Vice President of Instruction, explained that the above policy is presented to the Board for action today and the procedure is provided for the Board's information. The College has established a program that actually launched as a pilot in the winter 2019 semester. Edmund La Clair, Assistant Professor of History, has been the faculty coordinator for this program, which has been in the planning stages for over a year and has gone through all three councils. MCCC has built a strong program that is based on the best practices of other community colleges. The Policy itself states the College does indeed have an Honors Program. The procedures detail the purpose of the program, the expectation for students, the requirements for admission to the program (for both traditional and non-traditional students), and the expectations for retention.

In September, Cabinet will bring forth a proposal for a scholarship for students who are accepted and called honors scholars. Honors scholars will qualify automatically for the scholarship. The program has been implemented and Mr. La Clair continues to recruit students and hopes to have a class of 10 to start. Mr. La Clair also managed the Dingell internship for the River Raisin National Battlefield Park, in which he was instrumental because of his content expertise in history. Three MCCC students interned as part of that program. Dr. Yackee remarked that the College is really trying to increasingly capture those high performing students who are typically preparing to transfer to four-year colleges and universities; however, there will be occupational students who qualify as well. The College will award a designation on the transcripts of honors students who complete the program, much the same as the Global Studies designation.

The motion carried.

3. *It was moved by Mr. Mason and supported by Mrs. Thayer that the Board Authorizes the President to execute a contract for the following faculty:*

*Matthew Bird-Meyer, Professor of Journalism and Humanities
First-Year Probationary Contract
Effective August 26, 2019.*

Dr. Yackee stated Dr. Bird-Meyer is joining MCCC in the position of Journalism and Humanities and comes with very strong credentials in Journalism and Communication. He has advised and produced an award-winning student newspaper, both in hard copy and online. Dr. Bird-Meyer's critique of The Agora demonstrated great depth and breadth of journalistic knowledge and teaching experience. He actually had his own newspaper at one time and so understands the entirety of newspaper design, content, and marketing. MCCC has a very strong student newspaper at the College, which has been very successful, particularly over the last couple of years. The Agora is a college newspaper that is implemented by students with the guidance of a faculty coordinator. In this case

the Humanities Department area also added a requirement for the candidate to have qualifications in a secondary discipline so that the individual is able to help teach in other areas as well. Dr. Bird-Meyer will be replacing Dan Shaw.

The motion carried.

4. *It was moved by Hill and supported by Mr. Mason that the Board Authorizes the President to execute a contract for the following faculty:*

*Thomas Adamich, Technical Services/Reference Librarian
First-Year Probationary Contract
Effective August 2, 2019.*

Dr. Randy Daniels, Vice President of Student and Information Services, said that Mr. Tom Adamich comes to MCCC Mr. Adamich brings the level of expertise, experience, and education required for this position. Dr. Laura Manley, Director of the Library, remarked out of 66 candidates in a nationwide search Mr. Adamich was the only candidate that hit every single qualification in the job description. Mr. Adamich holds a Masters of Library and Information Science from Kent State University and a Bachelor of Arts in Education from the University of Akron. Qualifying him for this position is his twenty-eight years' experience as a librarian in academic and school libraries, as a cataloger, a systems administrator and Government document specialist. Additionally, Tom is quite active in professional organizations and was instrumental working with the Library of Congress to create a database identifying and providing access to government document resources for K-12. Mr. Adamich will fill the faculty vacancy left by the retirement of Dr. Terri Kovach.

The motion carried.

5. *It was moved by Ms. Lambrix and supported by Mrs. Thayer that the Board Authorizes the President to execute a contract for the following administrator:*

*Linda Torbet, Director of Human Resources
First-Year Probationary Contract
Effective August 12, 2019 through August 11, 2019.*

Mrs. Torbet said that she came from Henry Ford College where she was one of two Assistant Directors of Human Resources. Her primary her function is in labor and employee relations. Mrs. Torbet was originally hired as a generalist over 30 years ago. She has over 30 years' worth of experience and has worked in union environments since 1993. Mrs. Torbet has a Master's degree in Human Resource Management and a certificate is SPHR (Senior Professional in Human Resources) from HR Certification Institute® (HRCI®). Mrs. Torbet taught for 16 years as an adjunct in the MCCC Business Division. Mrs. Torbet has a barn in Temperance where she's lived since 1993. Her husband owns a furniture store, American Oak Creations on Jackman Road. They have two daughters ages 32 and 33, both of whom went to MCCC, one graduated from MCCC and the other transferred to University of Toledo. The Torbet family is grounded in the community. Her husband participates at fair with his business.

Trustee Hill noted that the pay rate listed on the position form is annual not hourly, and should read \$98,469.

The motion carried.

6. Chair Dowler opened the discussion on a possible increase in presidential compensation. She commended Mrs. Thayer and Penny Dorsey gathering and disseminating data and other information for tonight's meeting. She commented that this is a grounding discussion for the Trustees to really think about the College, its stability and the future. Mrs. Dowler commented that she has had opportunity to talk to many community college presidents and Dr. Quartey is held in extremely high esteem among his peers, both locally and around the state, and thought it was worthy of a discussion today relative to his

compensation and his responsibility at the college, President Quartey is among the very lowest paid presidents in the state and he is highly targeted from a recruiting perspective.

Mrs. Dowler brought the Board's attention to the Michigan Community College Human Resources Association's (MCCRHA) survey of presidential compensation. She noted that she sorted her Excel file by the college by enrollment to get a better comparison among colleges the size of MCCC. For the Board's convenience, the hard copies in the Board packet are sorted by both compensation and by enrollment.

Trustee Thayer stated that in her travels she meets all of the college presidents. Dr. Quartey's quality exceeds many of the incoming presidents who receive higher compensation. He is dedicated to the college and the community. He came to MCCC to work closer to the students. It would be very expensive to replace him. The Board discussed the President's current compensation package including his current pay, his benefits package, his retirement plan, housing allowance and expense allowance. They also included his value to the college and the community, and the replacement value of his position. Chair Dowler added that the President shows consistent performance in the college and the community. He is a leader among his peers. The Board also needs to consider flight risk and retention. It would be very expensive to replace him. Recruitment alone could cost upwards of \$150,000. There are many data points to consider. Some amount of increase recognizing performance. A five percent or less increase is not going to break the budget, but it will show we value him, and it will begin to close the equity gap.

Dr. Quartey's salary is currently \$177,500. Last year the presidential compensation committee had national data from the Association of Community College Trustees (ACCT), which compared different types of institutions. Based on that knowledge, Mr. Mason is comfortable giving the President an increase; however, he noted that the Board needs to consider more than just salary, as the current compensation package includes a significant fringe benefits package and a \$46,000 retirement plan. Suzanne Wetzel, Vice President of Administration/Treasurer, confirmed the president's current compensation package: Salary, \$177,500; housing allowance, \$10,000; expense allowance, \$10,000; phone allowance, \$1,200; and longevity bonus, \$16,000. That brings total salary and stipends to \$214,700. Then when you add in retirement, FICA, medical, and dental, that's another \$76,427.74. So total compensation is \$291,127.74. The \$16,000 he received last year was a longevity bonus to be paid out over the next three years.

Trustee Buchanan commented that it would be good to see the information collected last year to give all of the Trustees a benchmark from which to work. A copy of Mrs. Wetzel's presidential compensation chart would also be helpful. This would give the Board members a context for making their decision on compensation (is it high, low, or in between). The Board also has a responsibility to the community. Trustee Hill noted that to fairly compare Dr. Quartey's compensation to that of other state community college presidents, the Board would need to have access to the data for total compensation for each of them. Trustee Thayer added that the \$10,000 for expenses is to cover all of the events the president must attend in the community and for the lunches with politicians and other community leaders.

Mr. Mason stated that whether or not to give the president an increase is at the Board's discretion, and he fully anticipated giving an incremental increase if the President was performing well. Based on Dr. Quartey's last evaluation, he is meeting and often exceeding all of his benchmarks. It would be inconsistent not to do that based on his previous evaluations. The College is a big ship to navigate, metaphorically speaking, but Dr. Quartey is leading it and exceeding in some areas. Although there seems to be a lack of advocacy for the College among the staff, which impacts enrollment, he has performed as well or better than previous years. He continually seeks additional funding for the College. He represents the College very well among his professional organizations, such as the Michigan Community College Association (MCCA). Which helps the College, but also present a risk of flight, meaning recruitment away from the College. It would be very expensive to replace him.

Mr. Hill stated his concern over enrollment numbers, although they seem to have increased slightly from last year. This is not a question of the President's performance, it is a question of affordability due to declining property values and the unknowns regarding the DTE tax valuation.

Mrs. Dowler commented that the Board conducted a fair performance evaluation. To give the President a merit increase rewards his high performance and begins to close the gap in equity. A performance raise of 4 percent would be \$7100.00, while a 1 percent raise would be \$2400.00. It is the Board's responsibility to be fiscally responsible and the Board must consider the replacement value of the president's position if they were hiring a new president tomorrow. If a performance evaluation brings in zero change, then performance is worthless.

The Board decided to hold another special meeting, giving them time to gather more data as well as more time to deliberate. Ms. Dorsey will pull the materials from the July 16, 2018 special meeting for the packet. Suzanne Wetzel, Vice President of Administration/Treasurer, will compile an analysis based on the history of presidential compensation going back to 2007 (salary only), and compare today's current compensation package with the recent survey from the Michigan Community College Business Officers Association (MCCBOA). Linda Torbet, Director of Human Resources, will try to obtain a copy of the Michigan Community College Human Resources Association (MCCCHRA) 2018 presidential total compensation study. Ms. Dorsey will create a single pdf document of all the materials and email it to the Trustees by the close of business on Monday, August 19. The special meeting is scheduled for Thursday, August 29, at 5:30 p.m., to further discuss and vote on the presidential compensation.

Mrs. Dowler will appoint a presidential compensation subcommittee for 2020 fiscal year. It was noted that Dr. Quartey holds one of the most influential positions in Monroe County. He takes care of the students and the people in the community and has established strong relationships with the media.

7. *It was moved by Mrs. Thayer and supported by Mr. Mason that the meeting be adjourned.*

The motion carried and the meeting adjourned at 6:43 p.m.

Respectfully submitted,

Lynette M. Dowler
Chair

Aaron N. Mason
Secretary