

MINUTES OF THE SIX HUNDRED TWELFTH
MEETING OF THE BOARD OF TRUSTEES
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

The Board Room, Z-203/
via Microsoft Teams Meeting
5:30 p.m., October 24, 2022

This was a hybrid meeting.

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

Present Virtually: Krista K. Lambrix

Not Present: William T. Bruck

Also Present: Scott Behrens, Dana Blair, Jack Burns Jr., Kevin Cooper, Candace Ferrell (MCCC Trustee candidate), Kayla Ford, Kelly Heinzerling, Brian Lay, Leon Letter, Kimberly Lindquist, Gerald McCarty, Joshua Myers, Kline Peare (student), Shay Peare (student), Tracy Perry, Tina Pillarelli, Kojo Quartey, Steve Rainer (student), Stripling, Linda Torbet, Tracy Vogt, Quri Wygonik, Grace Yackee, and Penny Dorcey (recording secretary)

1. Chair, Lynette Dowler called the meeting at 5:30 p.m.

Trustees present in the Board Room included William T. Bruck, Florence M. Buchanan, Lynette Dowler, Steven Hill, Krista K. Lambrix, and Aaron N. Mason.

Trustee Krista Lambrix attended the meeting virtually Gulf Shores, Alabama. Chair Dowler instructed her that she could participate in the meeting, but could not vote. She also noted that Trustee William Bruck had been called once again to serve our country, the greatest country on earth. She stated that, on behalf of the trustees, she is grateful for his service to our country and prayed for a safe tour of duty.

2. Chair Dowler polled the audience for delegations. She welcomed student, Steve Rainer to address the Board.

MCCC students Steve Rainer, Kline Peare, and Shay Peare addressed the Board regarding their efforts to reestablish a sports program at MCCC. All three students are members of the MCCC Sports Club and their dream is to get sports reestablished at MCCC. They believe students would strongly support a sports program. They suggested that sports at MCCC would increase enrollment, lower dropout rates, and increase school spirit. Sports bring people together both as athletes and fans. They noted that Southwestern Community College started a sports program last year and their enrollment increased by two percent.

In terms of a projected budget, Mr. Rainer will obtain a copy of Southwestern's budget for their sports program and give it to Dr. Quartey to be forwarded to the Board as soon as possible.

These young men plan to start small with league sports and then move up to more competitive levels as their support grows. The league will include both men's and women's sports. They will use fundraisers such as three-on-three tournaments with concessions, bake sales, and other popular fundraising methods to help raise money for this project.

Mr. Rainer, Mr. Kline Peare, and Mr. Shay Peare plan to continue their work to reestablish sports at MCCC even if they have to continue to do so after they graduate from MCCC.

- B. 2. a. (1) 4. *It was moved by Mr. Hill and supported by Ms. Thayer that the following items on the Consent Agenda be approved as presented:*

B. 2. a. (1) Approval of the October 24, 2022, regular meeting minutes.

The motion carried unanimously.

4. New Business

- B. 4. a. (1) 5. *It was moved by Mr. Hill and supported by Ms. Thayer that the following individuals be appointed Group Three Directors on The Foundation at Monroe County Community College Board of Directors for a three-year term expiring as indicated:*

Three-Year Terms Expiring December 31, 2025

Paula Hoyas

Mary Bellestri.

The motion carried unanimously.

- B. 4. a. (2) 8. *It was moved by Ms. Thayer and supported by Mr. Mason that the Board authorizes the President to execute a contract for the following faculty:*

Kayla Ford, Instructor of Respiratory Therapy

First-Year probationary Contract

Effective date determined by the contract.

Ms. Ford is very excited to begin her career at MCCC.

The motion carried unanimously.

- C. 3. a. (1) 9. President Quartey announced the following staff appointments and probationary faculty contract:

Staff Appointment:

Alan Schetter, General Maintenance Worker, effective October 2, 2022

(replacing Ethan Dixon)

Sherry Bussell, Administrative Assistant Workforce Development & Exp. Learning, effective October 17, 2022 (replacing Renee Drouillard)

1st Year Probationary Faculty Contract Winter 2023-Date to be determined by Contract:

Kayla Ford, Instructor of Respiratory Therapy, effective date to be determined by the contract (replacing Helen Stripling)

- C. 3. a. (2) 10. Dana Blair, Director of Financial Services and Interim Vice President of Administration/Treasurer, gave the Board an update on the General Fund Revenues and Expenses for the periods ending September 30, 2022. She explained that when looking at revenues year over year, 53 percent has been received for “Other Revenue” as compared to 26 percent at the same time last year. This increase is due to the increase in rentals this year. State appropriations is in line with last year’s numbers.

Ms. Blair commented that the biggest change is expenditures is in State Appropriations. The College does not receive state appropriations in September because this is when the fiscal year ends for the state and they like to make their audit closed. The biggest change in expenditures is in Student Services. We are currently at 18.82 percent of the budget, while last year we were at 26 percent. This is largely due to the scholarships that were paid out. Overall the budget is consistent from year to year.

- C. 3. a. (3) 11. The Board and Human Resources Office received a note of thanks for the beautiful clock and the acknowledgment of her time at MCCC, as well as to Penny Dorsey for her special delivery [of her retirement resolution] (enclosure)
- C. 3. a. (2) 12. Dr. Scott Behrens, Vice President of Enrollment Management and Student Success, and Dr. Quri Wygonik, presented the Fall 2022 Enrollment and Student profile reports to the Board.

Dr. Behrens announced that Fall 2022 headcount is down 3.9 percent as compared to last year, which was up 11.4 percent. This is largely due to the Reconnect program. This year we are not bringing in as many Reconnect students. MCCC’s state ranking is down from number two to the middle of the rankings. The number of high school graduates also continues to decline. The number of high school graduates is

expected to decrease by 7 percent in FY23/24 and then down by 9 percent in FY25/26. Over the last 6 years, MCCC's percentage of high school graduates a steadily declined. Dr. Behrens and his team have been strategizing their plan to regain that loss. They are working closely with the local high schools and staff to get more students to go to college. Instead of waiting for students to come to college, the team is reaching out to Monroe County students in the 9th, 10th, 11th, and 12th grades. These students will get targeted messages from MCCC about programs, enrollment, financial aid, etc., throughout their high school careers.

Dr. Behrens commented that in terms of the 30 x 60 program, he and Dr. Quartey recently attended a Detroit Drives Degrees meeting, and they are really pushing the Reconnect program, and scholarships, as ways to make community college almost free for students. The plan just came out last week so it will be a while before the results begin to show. Currently, 15 percent of Monroe County high school students enroll at MCCC. Dr. Behrens pointed out that it is not just enough to get students to enroll at MCCC, we need to help them to persist and to graduate. He noted that MCCC just received a Title III grant (Strengthening Institutions Grant) worth \$1.7 million to focus on helping students to persist and graduate. This will largely focus on first-year students as the majority of them leave within their first year of college, more specifically the first semester.

In terms of increasing enrollment, Dr. Behrens went on to state that his area has been working on a plan to hire educational advocates work in the county high schools as well as in the community to work with counselors to help bring to students into MCCC. He noted that Tracy Perry, Director of Student Enrollment, worked with high school counselors to train them to advise at the college level. More details will be provided at the November Board meeting. MCCC has also just started a Local College Access Network. That group is beginning the process of exploring how to achieve the 60 x 30 goal, to increase certification and degree rates in Monroe County.

Dr. Behrens guided the Board to the Fall Term Student Profile Comparison sheet in their packets. The impact on enrollment has been largely in the transfer and re-enrollment areas. Many students who had previously stopped out of college, re-enrolled through the Reconnect program. This explains the 29.5 percent decline year over year. This in effect, "tapped out" the number of students who were going to come back under that plan. Some of these students were transferring back out of other institutions as well. Additionally, many of the Futures for Frontliners students moved over to the Reconnect program. The Reconnect program is ongoing, but the Frontliners program has ended.

Dr. Quri Wygonik, Director of Institutional Research, Planning & Accreditation, presented the Fall 2022 Student Profile. She explained that her office has transitioned from infographics to Dashboarding Data. Dashboarding data in a very dynamic and refreshable method to navigate information. Dr. Wygonik commended Brianna Pio, Institutional Research Analyst, for her exceptional work on this project. She stated that Ms. Pio is a valuable asset to the College and is transforming the way we look at, share, and access data. Dr. Wygonik showed the Board a stacked bar chart of trended fall terms. This chart indicates that the College fall enrollment is down as is fall-to-fall retention. MCCC was at 59.02 percent Fall 2020 to Fall 2021 (attributable to Reconnect), and then we see a decline from Fall 2021 to Fall 2022 of 53.25 percent (also attributable to Reconnect).

When looking at gender, MCCC continues to be predominantly female. Diversity is slightly skewed as a larger percentage of students are not to disclose their race or ethnicity. That given, MCCC continues to be predominately white.

In terms of programs, the dual enrollment program is the largest, followed by an associate of science, then an associate of science-undecided, business management, and then nursing. The average age of students at MCCC is 24 years. The Dashboard is FERPA compliant, so students' identities are protected.

Dr. Wygonik pulled up the statistics for market share to show that the College pulled 15.27 percent of graduates in Monroe County from the most recent graduations. The Dashboard can also provide side-by-side bar charts to show how the market share trend over several years.

Dr. Wygonik moved on to non-credit enrollment which seems to be recovering after the COVID-19 dive. The average age of a non-credit student in 2022 is 43.1 years. The

gender for males and females is roughly even. The College is not really collecting complete ethnicity data. Another group of students the administrators are watching are students enrolled in both credit and non-credit courses. The average age of these students is 23.3 years.

Dr. Wygonik will provide access and training to the Board on how to use the Dashboard at a later date, yet to be decided. If the Board has any requests for how they would like to see this data visually, please contact President Quarthey or Ms. Dorcey and they make sure that Dr. Wygonik gets the information.

- C. 3. b. (1) 13. Dr. Joshua Myers, Executive Director of the Foundation, summarized the high point of The Foundation's Annual Report for July 1, 2021, to June 30, 2022. This year's theme is "It's not about the numbers." Over the last five years, The Foundation raised over \$1 million, or more, in revenue. During the last year, it raised over \$3 million in revenue. This is largely attributed to the donation of more and larger gifts, as well as from the revenue The Foundation received in the market. The Foundation at MCCC has finally arrived as a mature foundation, that has very significant holdings in its investment portfolio. This means that The Foundation is forever intimately tied to the rise and fall of the market.

Dr. Myers gave a brief financial summary of The Foundation. For the first time in its history, the Foundation had a revenue decline of about 9 percent. Total revenue was \$109,274. This was attributed to about a \$1.2 million-dollar loss in the market. Funded projects continued at the same level they did in the previous year. Compared to last year, The Foundation paid out \$50,000 more in scholarships than it did last year. Over the last 10 years, The Foundation has grown its net position by about \$5 million.

There is not a single program in The Foundation that has been left untouched over the last three years. DTE has been very generous in awarding the College a \$20,000 endowment. This is a trend The Foundation is moving toward in its endowment. They are not just doing scholarship endowments, they are also creating programming endowments. This gives donors options. Dr. Myers met with a woman earlier this week who is interested in giving the College a legacy gift. Noteworthy events include Don and Patricia Roof being named 2021 College Supporter of the Year. Senator Peters was able to secure a \$350,000 appropriation to help buy a MILO simulator tool for the MCCC Criminal Justice program. Donna Brett lived a very humble life and she was a long-time donor. Ms. Brett, unfortunately, passed away this past year leaving a legacy gift to the College.

Dr. Myers went on to talk about the focus on removing barriers for our students. The Foundation opened a Food Pantry about a year ago. They name it Heck's Market after a local grocer. The College continues to offer Project Persist with the help of a great team who listens to students' needs and concerns and emergency situations and then tries to devise an intervention plan on an individualized basis. Mental Health support was recently launched on campus.

Dr. Myers announce that The Foundation supports 51 programs and initiatives on campus. This past year, The Foundation raised about \$369,000 dedicated to improving instruction in the classroom. Dr. Myers shared an endowment report with the Board. Seven scholarships were endowed last year (20,000 or more). The trend is to help support emergency scholarships. In terms of scholarships, The Foundation distributed more than \$50,000 more than in the previous year.

- C. 3. b. (2) 14. This item was addressed earlier in the agenda with the Fall 2022 Enrollment Report.
- C. 3. b. (3) 15. President Quarthey summarized his reports to the Trustees, which he sends every other week.

President Quarthey summarized his reports to the Trustees, which he sends every other week. Faculty union negotiations continue and support staff union negotiations have started. MCCC held an electric vehicle (EV) car show last weekend. The Vice President of Administration search continues. MCCC held a Candidate forum on October 19th and 20th. Dr. Quarthey will give a State of the College Address on October 27th at 8:00 a.m. in Founders Hall.

- C. 3. b. (4) 16. President Quarthey presented his goals for 2022-23 to the Board.

It was moved by Mr. Mason and supported by Ms. Thayer to approve the president's goals and measurable outcomes as written.

Dr. Quartey commented that all of the Trustees have had a chance to review and comment on his goals, after which, Ms. Buchanan The President's Cabinet also review his goals, which are now "big picture" as opposed to granular/tactile. He explained that today he is looking for approval of his goals, subject to amendments if necessary. A detailed discussion followed. The Board would like to see the President's goals more aligned with the College's Strategic Plan and include more strategic initiative in the goals, such as a goal for enrollment and grants. A goal should be measurable and attainable but also a challenge. It was also suggested that Trustee Thayer take the current goals to the ACCT conference in New York, and have Dr. Pamela Fisher review and make suggestions.

It was moved by Trustee Mason and supported by Trustee Thayer that the President's Goals be approved as written.

A detailed discussion followed.

It was moved by Trustee Buchanan and supported by Trustee Hill, that the above motion be amended to include the elimination of bullet number three under item number one of the goals and to bring back an enrollment metric recommendation and a grant funding recommendation to the Board at the November 28th meeting.

The motion carried four (4) to one (1).

- C. 4. b. (5) 17. *It was moved by Mr. Hill and Supported by Ms. Buchanan that the Board go into 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 roll call vote was taken as follows:

Yes [5]: Ms. Buchanan, Mr. Hill, Mr. Mason, Ms. Thayer, Ms. Dowler

No [0]: None

The motion carried unanimously and the Board took a five-minute break and then went into closed session at 7:29 p.m.

18. The Board moved back into open session at 8:09 p.m.

- C. 4. b. (2) 19. Penny Dorcey will work with Dana Blair to schedule a date for the Board Audit Committee to meet with Matt Hehl from Cooley Hehl Sabo Calkins, in preparation for the November Board meeting.
- C. 4. b. (3) 20. Dr. Quartey announced that the Board would begin receiving Board agenda review alerts from this point forward. If any Trustee would like to have an item added to the agenda, they should reach out to Dr. Quartey or Chair Dowler. If Chair Dowler approves the item, it will be added to the agenda.
- C. 4. b. (4) 21. Trustees Buchanan and Lambrix gave an update to the Board on their work on the *Presidential Evaluation Tool Review Committee Ad Hoc Committee*. Trustee Buchanan stated that she and Trustee Lambrix have been working very hard on the development of the evaluation tool and want to provide a great product. Trustees Buchanan and Lambrix will present a full report at the November Board meeting.
- C. 4. b. (4) 22. Chair Dowler noted the upcoming events.
- C. 4. b. (5) 23. *It was moved by Ms. Thayer and supported by Mr. Hill that the meeting be adjourned.*

The motion carried and the meeting adjourned at 8:18 p.m.

Respectfully submitted,

Lynette M. Dowler

Chair

Krista K. Lambrix
Secretary

pd/

These minutes were approved at the November 28, 2022 regular meeting of the Board of Trustees.