

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

Dining Room/  
via Microsoft Teams Meeting  
5:30 p.m., March 6, 2022

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

Not Present: Nicole R. Goodman

Also Present: Jenna Bazzell, Cole Been, Scott Behrens, Mark Bergmooser, Matt Bird-Meyer, Dana Blair, Phillip Borawski, Peter Coomar, Lori Jo Couch, Curtis Creagh, Kris Gerlach, Tracy Giacomini, Peggy Jacob, Mike Hayter, Kelly Heinzerling, Rick Hubbert, Edmund La Clair, Brian Lay, Leon Letter, Kim Lindquist, Chris Male, Steve Mapes, Gerald McCarty III, Joshua Meyers, Ken Mohny, Mark Naber, Carrie Nartker, Michael Neaves, Katie Navok, Jeff Peters, Tina Pillarelli, Kojo Quartey, Tracy Rayl, Denise Robinson, Jim Ross, Amy Salliotte, Mr. Salliotte, Helen Stripling, Linda Torbet, Joe Verkennes, Philip Wahr, Quri Wygonik, Wendy Wysocki, Patrick Wise, Grace Yackee, and Penny Dorcey

1. Chair, Aaron Mason called the meeting at 5:30 p.m.
  2. There were no delegations
- B. 2. a. (1) 3. *It was moved by Ms. Thayer and supported by Ms. Dowler that the following item on the Consent Agenda be approved as presented:*
- B. 2. a. (1) Approval of the January 23, 2023, regular meeting minutes.
  - B. 2. a. (2) Board Authorization for President to Execute a Continuing Administrative Contract – Behrens
  - B. 2. a. (3) Board Authorization for President to Execute a Continuing Faculty Contract to Administrator – Behrens
  - B. 2. a. (4) Board Authorization for President to Execute a Continuing Administrative Contract - Wygonik
  - B. 2. a. (5) Board Authorization for President to Execute a Continuing Faculty Contract to Administrator – Wygonik
  - B. 2. a. (6) Board Authorization for the President to Execute Probationary Administrative Contract – Letter
  - B. 2. a. (7) Authorization for the President to Execute a Probationary Administrative Contract – McCarty II

- B. 2. a. (8) Board Authorization for the President to Execute Probationary Administrative Contract – Navock
- B. 2. a. (9) Board Authorization for the President to Execute Probationary Administrative Contract – Hampsher
- B. 2. a. (10) Board Authorization for the President to Execute Probationary Administrative Contract – Mason
- B. 2. a. (11) Board Authorization for the President to Execute a One-Year Probationary Professionals Staff Contract – Wilt

The motion carried unanimously.

- 4. Item C. 3. a. (3) was moved forward in the agenda by unanimous consent.

- C. 3. a. (3) 5. Joe Verkennes, Director of Marketing and Communications, presented the Enriching Lives Fall 2022 Award. Four individuals were nominated for the award, Theresa Drouillard, General Maintenance Worker; Amy Salliotte, Administrative Assistant to the Director of Auxiliary Services; Carly Stranyak, Upward Bound Academic Skills Coordinator (Jefferson High School); and Dan Wood, Assistant Professor of Criminal Justice, Humanities / Social Sciences Division. Two of these individuals tied for the award, Amy Salliotte and Dan Wood. Congratulations to Ms. Salliotte and Mr. Wood.

- B. 4. a. (1) 6. *It was moved by Ms. Edwards and supported by Ms. Lambrix that the Board adopt the following resolution of commendation for Ms. Glori Jonkman:*

*WHEREAS, Mrs. Glori Jonkman has decided to retire from her position at Monroe County Community College, effective February 28, 2023 and*

*WHEREAS, Mrs. Jonkman has diligently served MCCC as a person endowed with administrative and financial services expertise for the past 25 years, and*

*WHEREAS, Mrs. Jonkman began her career at MCCC serving the college through the Foundation for five years as Secretary to the Executive Director to manage an array of administrative duties to support the programs, fundraising activities, and friend building efforts of the organization, and*

*WHEREAS, Mrs. Jonkman continued her career at MCCC serving the college more directly in the finance and administration division for twenty years as the Assistant to the Vice President of Finance & Administration/Treasurer, her most recent title, where she organized the division's financial history, maintained the administrative records and daily activity schedules, assisted the cash investing efforts, and*

*WHEREAS, Mrs. Jonkman managed a wide variety of essential tasks and details associated with financial and administrative matters to perform functions that were diverse, responsible, complex, and non-supervised, and*

*WHEREAS, Mrs. Jonkman had an impeccable work ethic and was known for*

*arriving early to work, rarely taking a day off and always going the extra mile to ensure the daily activities of the office and the division were completed, and WHEREAS, Mrs. Jonkman provided excellent and willing customer service to persons, whether student, stakeholder, or vendor, who visited the division to conduct business, needed help or directions, or just a kind, supportive word to steady them, and*

*THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Mrs. Glori Jonkman for her 25 years of dedicated service to Monroe County Community College, and*

*THEREFORE, BE IT RECORDED that the Board of Trustees expresses its very best wishes for her continued success, well-being, and happiness on this Monday, March 6, 2023.*

The motion carried unanimously.

- B. 4. a. (2) 7. *It was moved by Ms. Dowler and supported by Ms. Thayer, that Policy 3.18, Student Wages, be approved as presented.*

The motion carried unanimously.

- B. 4. a. (3) 8. *It was moved by Ms. Dowler and Supported by Ms. Thayer that the Board ratify Article X of The Foundation at Monroe County Community College bylaws as follows:*

*Subject to the conditions set out below, each person now or heretofore or hereafter a Foundation director, officer or employee of The Foundation, whether or not such person continues to serve in any such capacity at the time of incurring the costs or expenses hereinafter indicated, shall—to the fullest extent now or hereinafter permitted by law, and in an amount not to exceed the limit of the coverage provided to The Foundation under its directors and officers (D&O) liability policy—be indemnified by The Foundation against all financial loss, damage, costs and expenses (including counsel fees) reasonably incurred by or imposed upon him/her in connection with or resulting from any civil or criminal . . . [continue as in original].”*

The motion carried unanimously.

- B. 4. a. (4) 9. Chair Aaron Mason appointed Trustee Julie Edwards and Trustee Krista Lambrix as Group One Directors (MCCC Trustees) to The Foundation at MCCC for a 3-year term expiring December 31, 2025. Mr. Mason will also contact Trustee Nicole Goodman to see if could also serve as a Group One Director.

- C. 3. a. (1) 10. Dr. Quartey announced the following Position Transfer, Professional Staff, Continuing Contract for Administrator, Continuing Faculty Contract for

Administrator, Probationary Contract for Administrators, Probationary Faculty Contracts, Retirement, and Resignation.

Position Transfer Professional Staff:

William Wilt, Theater and Cultural Events Manager, effective January 30, 2023  
(Moved from Part-time to Full-time Professional Staff)

Continuing Contract for Administrators (effective 7/1/2023-6/30/2025):

Scott Behrens, Vice President of Enrollment Management and Student Success  
Quri Wygonik, Director of Research, Planning, and Accreditation

Continuing Faculty Contract for Administrator (effective 7/1/2023):

Scott Behrens, Vice President of Enrollment Management and Student Success, effective July 1, 2023  
Quri Wygonik, Director of Research, Planning, and Accreditation, effective July 1, 2023

3<sup>rd</sup> Year Probationary Administrative Contract:

Leon Letter, Dean of Business, effective July 1, 2023 through June 30, 2024  
Gerald McCarty II, Dean of Student Services, effective July 2, 2023 through June 30 2024 (new position)

1<sup>st</sup> Year Probationary Administrative Contract:

Katie Navock, Director of Enrollment Management, effective February 20, 2023 through February 19, 2024 (Replacing Tracy Perry)  
Nickie Hampsher, Director of Financial Aid effective February 20, 2023 through February 19, 2024 (Promotion from Assistant Director of Financial Aid, replacing Valerie Culler)

1<sup>st</sup> Year Probationary Administrative Contract:

Sarah Mason, Registrar, effective February 27, 2023 through February 26, 2024 (replacing Tracy Vogt)

2<sup>nd</sup> Year Probationary Faculty Contract:

Esref Emrah Kazan, Associate Professor of Applied Science Technology, effective January 4, 2023 through January 3, 2024

Retirement:

Glori Jonkman, Administrative Assistant to the Vice President of Finance and Administration, effective February 28, 2023

Resignation:

Kessie McLeod, Registrar's Office Assistant and Processor, effective February 19, 2022

C. 3. a. (3) 11. Curtis Creagh, Vice President of Finance and Administration, gave the Board an

update on the General Fund Revenues and Expenses for the period ending January 31, 2023.

Curtis Creagh reported that as of January 31st, the College has spent \$12.6 million of the \$27 million budgeted, or about 58.33 percent. There are two categories that exceed that number. Those revenues were recorded back in the Fall of 2022 quarter. This accounts for the big percentage that appears at that particular time. The “Other” is at 86.3 percent. The College also received \$10,000 in interest income which is being held in an interest-bearing checking account.

Mr. Creagh noted that under expenses, the benchmark figure is 58.33 percent, which is where it should be. There is only one category, administration, that is over expended at 58.69 percent; however, looking at year-over-year, it still aligns with where it should be.

The second page gives more detail to support the summary page on items such as salary and administration as they go through the functions of the institution for instruction, information technology, public services, instructional support, student services, and the physical plant.

Mr. Creagh noted that on page one under revenue, property taxes were at 44 percent this time last year as compared to 29 percent this year. This is due to a timing issue. Money from the state does not start coming in until October. Property taxes begin coming in at the end of December and is due by mid-February, then the county will not make us whole until about April.

- C. 3. b. (1) 12. This item was moved down the agenda by unanimous consent to accommodate the guest presenters who were present.
13. Chair Aaron Mason introduced the next three items to give them context. Items on the agenda. He stated that items C. 3. b. (2), C. 3. b. (3), and C. 3. b. (4) “relate to a document that was sent to each Board member by Chris Dusich, 3D UniServ Director of the Michigan Education Association (MEA) on January 18, 2023. The document was titled Resolution of No Confidence in the Leadership of President Kojo Quartey and delivered in the file name in part voting more confidence. The resolution was by Monroe County Community College Faculty Association.”

Mr. Mason went on to say “While we as individual trustees continue to digest the statements made and work with Doctor Quartey to fact-check and review, we are also doing the same, collectively as a board, in our monthly meetings. To be efficient in that process, we are going through the content systematically covering several items in each meeting until we work through the list to the Board’s satisfaction. It is no secret that the college has been in contract

negotiations with faculty for quite some time. We need to respect that process when covering these agenda items.”

Chair Mason said, “The agenda items are the work of the board to do its due diligence to review collectively of the plethora of statements and beliefs contained within the resolution. I asked that the presentation and any discussion on what is being presented refrain from references to the negotiation process or status. I do ask that all in attendance refrain from inferring anything from the mere fact that we're doing this review work. We are a public body board and this is where we do our work in open meetings. In that regard, we did have a retreat with the Board where we went over certain training items.” Chair Mason said that one of the training items did come across “in the industry, the vote of no confidence as it relates to operating colleges and how they are in the now as opposed to how they used to be. So, there is a little in there, but one of the questions that came back was regarding the vote count.” Mr. Mason stated that he did go back to the UniServ Director and ask the question and did get a general statement back. The MEA does not share the vote count for this or similar types of items, but they did characterize it in such a way that can be shared, that it was not a vote open to faculty. It was characterized as “a vast majority of MCCCFA members who voted.” Of those that voted, the resolution was overwhelmingly approved. He said that mathematically, it is probably the majority of the faculty. “Those are somewhat subjective terms, but I think together it's pretty obvious. But I just want to report back that that's the answer I got before we go into the next item. Again, these agenda items are just really to do the work and try to dive into some of the things that we're doing. Because if we didn't, we are basically ignoring it and so we need to do the work and that is what this is.”

- C. 3. b. (2) 14. Matt Hehl, Calkins Hehl Rafko, CPAs, LLC, clarified the Financial Health of the College in terms of the “material weakness” that was found in the 2022 annual financial audit and what that means to the College and for the audit. There is a materiality level assigned to every audit. That materiality level is based on several factors. In terms of analyzing the numbers within the audit, we use that as a gauge to look at what might sway or indicate a different opinion of the financial statements if a number was incorrect by a certain amount. When there is an amount or a transaction that hits or exceeds that amount, it is material in nature in terms of dollar amount and in terms of the financial statement as a whole. It does not necessarily mean there is any illegal activity or fraud, it just means that from a financial statement reporting purpose, there are some or misstatements. There were three misstatements that were identified in which the journal entries or the posting of those entries were made improperly. That would be whether it was in the wrong year, the wrong account, or in the case of the student loans, where it was basically an offset, it was netted in the numbers and should have been grossed up. Again, there were three such entries, and because they were substantial and material in size and the fact that they were presented

and corrected by the auditors and not by management themselves, they became material weaknesses.

Mr. Hehl further noted that two of the entries pertained to the HERRF funds. One that was with Upward Bound. Again, it was not necessarily a question of whether it was an expense or not, or whether could it be applied to the funds or not, it was a question of timing and classification. Again, the loan activity was just a pass through and all the college did was facilitate the pass through of those funds directly to the students. The College is required to report that as gross money coming in, money going out, not as netted against each other. From that standpoint, it involved HERRF funds, but it was not as it pertained to eligible expenses or non-eligible expenses, it was just a timing issue.

Mr. Creagh added that, as every year that the College goes through an audit, it is a time to reflect upon how we did as an institution, not as one department. MCCC's audit was a modified opinion and that is the highest opinion. It does not mean that there are not things that that might still need to be addressed, but that is a really good rating. He commended all those who were present to at that time to help bring that opinion about. The finance team is addressing the items that need to further focus. The audit firm will be here again this year to see those changes and give MCCC another report card.

President Quartey noted that Mr. Creagh has been a CFO at several other institutions and more recently at MCCC. Noting that HERFF funding is something new he asked if HERFF funding was something Mr. Creagh had encountered at other institutions. Mr. Creagh stated that HERRF funding regulations were not clear in the beginning. Institutions across America struggled to learn how to deal with those funds, how to spend them, and how to account for them. The College was also undergoing major staff changes during this time. He believes this is largely what happened at this time, changes in personnel and unfamiliarity with unclear regulations and guidance.

- C. 3. b. (3) 15. Dr. Grace Yackee, Vice President of Instruction, Dr. Scott Behrens, Vice President of Enrollment Management and Student Success, and Matthew Fowler, President of Wabash Valley College and MCCC mentor for the HLC Student Success Academy, presented on the College's Higher Learning Commission accreditation and the Student Success Academy.

Dr. Yackee reminded the Board that President Quartey had asked her to report out on the progress of the preparations for the upcoming visit from the Higher Learning Commission at each Board meeting. She recapped the information discussed at past Board meetings. This information is on the back of that handout. The website is underlined right after the first paragraph.

Dr. Yackee noted that the Higher Learning Commission will be on campus on October 16<sup>th</sup> and 17<sup>th</sup> of this year for a comprehensive evaluation. Unlike the

10-year reaffirmation accreditation review that took place in 2019 and resulted in the maximum award for continuing accreditation, 10 years through 2028/29, the October 2023 visit is a mid-cycle review. All five criteria for accreditation will be reviewed for compliance, as will progress toward addressing the concerns from the 2019 visit; however, it is not a reaffirmation review with the purpose of the HLC acting on the College's accreditation status. Dr. Yackee's focused on how the college is addressing the areas of concern identified during the 2019 visit, including its work with the HLC Student Success Academy to reinvent advising and student success at Monroe County Community College.

Dr. Yackee stated that it is important to note that just as the College was preparing for the 2019 visit, the HLC changed the criterion for accreditation, so it might look a bit different this time around. Basically, the HLC rewrote the sub, components to eliminate redundancies in the language. There is the same number of criteria but fewer subcomponents. It is also important to note that the college works at accreditation every day, regardless of where it is at in the accreditation cycle, through division, department, and area meetings, town hall meetings, committees, task forces, study groups, and interactions with the community, including our four-year partners. There are too many to name but a few to mention includes the Strategic Planning Committee and related subcommittees, and Student Success Committee, the HLC Student Success Academy team, the Curriculum Committee, the Learning Assessment Committee, the Faculty Council Assessment Study Group, the Instructional Technology Committee, and program advisory committees, and meetings with four-year colleges and universities to work on articulation.

The College is in the process of writing the 2023 HLC assurance argument. Work is organized by subcomponent groups. The argument covers the last three years since 2019, the comprehensive review, and provides evidence that the colleges compliant with the five criteria for accreditation and is addressing the areas of concern identified during the 2019 review. There are four areas of concern identified for monitoring by the Higher Learning Commission, including under Criterion 4, the assessment of student learning, which was addressed at the January 2022 focused visit. The HLC expected that the college would evidence a comprehensive curricular and cocurricular assessment plan have been developed and implemented, and at least one review cycle completed. The HLC accepted our report and the team report following.

We are working on HLC recommendations to simplify the process for data collection, submission and analysis. Criterion 3, academic advising, is included for monitoring and embedded monitoring in our full assurance argument report, and will be reviewed during the October 2023 visit. The HLC expects that the college will address and operationalize the institutions plan for academic advising. MCCC completed the HLC Student Success Academy and Dr. and Dr. Fowler will speak to to that shortly.



For Criterion 5, Strategic Planning and KPIs, the Higher Learning Commission expects the college to confirm the strategic plan has been completed, KPIs have been developed, and data are being reviewed and acted upon. Key Performance Indicators have been completed and the data dashboards are being finalized. The Institutional Research Office is currently providing training sessions on how to use it. Dashboards that are organized by user group based on data needs and interests. Dr. Yackee will work with President Quartey to have a presentation for the board at the March or April meeting so you can get an idea of what the KPI's are in the dashboards and how to access those.

Finally, under criterion 4, persistence, completion, and retention, the Higher Learning Commission expects the College to clarify schools for persistence, completion, and retention at both the institution and program level, and provide evidence that data is being collected and used. That too will be addressed within the KPI's and the data dashboards.

Dr. Scott Behrens, Vice President of Enrollment Management and Student Success, followed with a discussion on Student Success Academy. He mentioned that when he became the chair of that activity about a year ago, he and his team conducted an extensive review of College policy and practice, of which the results were the same as those from the SEM Works Process Mapping in the Student Experience process a couple of years ago. The results were very simple, MCCC needs to reinvent advising. Advising was not working and that was the crux of our HLC finding as well and so, we have engaged in that. Dr. Behrens also pointed out that the SEM Works results indicated that MCCC needed to do a lot more recruiting and have a recruiting team in place (the College did not have a recruiting team). Dr. Behrens stated that the College has \$4.6 million plus in funds, which will be used to hire five advocates, who will help to reinvent the college experience for incoming students. The main goal is to advise students and get them through effectively, to graduation. Dr. Behrens introduced President Fowler, who oversaw MCCC's team, from the HLC accreditation standpoint, to describe his experience with the MCCC team and explain its direction moving forward.

Dr. Matt Fowler assured the Board that it could rest assured that MCCC has great people on campus. He has had the pleasure of working with Dr. Behrens and about 10 other people from the campus from various walks of life, all of them are outstanding and a joy to work with. He worked almost weekly with the MCCC team for probably six months on the project. Dr. Fowler clarified that he works with the HLC and not for the HLC. We do this work not because the HLC requires they do it but because it is right for students and for student success, and so looking at it through that lens he asked, "how do we do what's right for students?"

One of the things that kept bubbling to the top is how to do advising from the standpoint of having 2500 to 3000 students on campus that need advising and

meshing that into a nine-month window. The reality is that advising does not work semester to semester or in a nine-month period of time. Advising works day-to-day. When you start looking at your students and find that 25 to 30 percent of your students are first-time students (FITIAC students for whom this is their first time in college), who need their hands held when they make the decision to jump. That is probably about 75 percent of those students who are making that decision for advising in the summer semester, and that is the exact window in which you do not have advising with many of your people on campus, other than you do have some part-time employees doing advising during that time. This is not uncommon in higher education. We tend to either have saddled academic advising with the academic component or saddled it with the student services component. Both of those higher education institutions tend to combine those tasks into dual roles. Either they are saddled with the academic component and people are also teaching, or into the student services line and people are recruiting and trying to advise. Both of these have people out of the office at times, and have students looking for their advisors. Students want to identify with somebody, they want to have somebody that knows their name, someone who is knowledgeable about what they discussed the last time they met. Those models break down fairly quickly. Dr. Fowler commented that this led the team to focus on “reimagining advising.” Their challenge was to figure out how to do this in the student’s interest and do what is best for students.

Dr. Fowler noted that the Board heard earlier in Dr. Yackee’s brief presentation on HLC, about the correlation between retention, persistence, completion, and advising. Those two go hand in hand. The better job you do at advising, the better job you do with students from the beginning from a daily standpoint; the better numbers you will have with retention and completion.

Dr. Behrens added that moving forward, there will be more activity in terms of ways that the College is engaging students. Currently, a brand new first-year experience course is being piloted, with new people coming on to help with this endeavor. He pointed out to the board the color-coded list on the back page of their handout, a list of grant-funded positions, as introduced earlier. Positions include an Assistant Director of Multicultural and Community Engagement. This position integrates recruiting with a sense of belonging through the College’s DEI plan. Additionally, included are five Educational Advocates. The interviews for these positions have been completed, pending background checks. The First-Year Experience group positions have been posted and are in the application stage. There is also funding for a Student Support Specialist position. The job descriptions are in the drafting process. Amanda Gregory has been hired as the new CRM Design Manager. Interviews are ongoing for the CTE Coordinator position and there is an open search for a Grant Program Administrator (fully funded by the D3C3 grant). There is currently an open search for the Grant Program Administrator. Briana Pio has been recently promoted from the Institutional Research Analyst to the Retention and

Completion Analyst position and Amanda Althouse has recently been hired as the new, full-time Coordinator of Student Success. The goal is to get students earlier and to ensure they, and their families, have the information they need to succeed through the process of being matriculated to the College and then making sure that they have all the support that they need through graduation. Other positions embedded in the \$4.6 million grant are full-time faculty, programming, and developing CTE to help establish pathways from the high schools so that students are really preparing to enter into occupational programs.

- C. 3. b. (4) 16. Dr. Grace Yackee updated the Board on the status of the Agricultural and Culinary programs at MCCC.

Dr. Grace Yackee stated that this is an opportunity to correct some misinformation. The statement that the Monroe County Community College, Michigan State University (MSU) Agriculture degree program partnership was inactivated or deactivated is not accurate. The program in agricultural operations is alive and well. In fact, the program has the highest number of students enrolled since its inception, 17 students. There was one student in 2017, 12 in 2018, 13 in 2019, and a dip in 2020. Enrollment then began slowly climbing back up, and in 2021 there were 12 students enrolled. As of the fall of 2022, there were 17 students enrolled in the program.

Through the Institute of Agricultural Technology, students may transfer the 40 certificate credits or the entire 60 associate degree credits toward an MSU degree. Andy McCain held the Everyone knew him and the College really promoted the program. This is an MSU position and the coordinator is an MSU employee. They have the position posted and the college helped advertise it. MCCC is looking forward to having someone here on campus again, but in the interim, recruiting efforts continue to go on through the Business Division under the leadership of Dean Letter, who hosted the Milan Future Farmers of America meeting last fall. Many students continue to express interest in the program. Currently, Michigan State is offering the farm management course on campus on Tuesday evenings. The remaining Agricultural Operations classes are available online through MSU and Ned Birkey, who also teaches MSU classes.

Finally, the community farm continues to operate in that Mr. Birkey is the principal person managing the farm on behalf of MSU. He still conducts research on the farm. The garden plots for community members and the vegetable plots for donation to the food banks are still continuing. Everything is dormant now for winter but should restart again when the spring planting season.

There are about eight community colleges in the state that have similar Partnerships with MSU; however, their programs are on and off. Wayne County Community College is one of the participating colleges. Dr. Yackee added that 12 Agricultural students graduated and went on to MSU.

Dr. Yackee moved on to address the Culinary program at MCCC. She reminded the Board that she and President Quartey presented all of the needs assessment and wage opportunities details to the Board in an e-mail communication back in November of 2021, and then also in an all-campus email in 2022. The problem was inactivated. The last four students completed and there were no more students in the major so the teachout was pretty easy. The College planned for it for five years when we were doing the needs assessment, working with Chef Thomas and Vickie LaValle, and then two years to make sure that all the students got through the program. There were four students who completed the program.

As a result of inactivating the culinary program, the non-credit programming in the areas of culinary skills and management, instruction training, and certification have been expanded to accommodate community and employer demand. The college hosted the Culinary Open House and January 30<sup>th</sup>, 2023, which was well attended. MCCC chef instructors were available to answer questions about food being served as well as what will be covered in the upcoming course offerings.

Some of the new offerings are creating a personalized cutting board, soups, the Wise Special Diet Seminar, Preserving and Canning, Taste of Greece, Taste of Spain, and Grilling and Smoking. Returning classes include Charcuterie Board Workshop, Cooking with Beer, and Cuisine Cooking. The college continues to work with the Monroe County Health Department to offer HealthGuard classes.

Dr. Yackee commented that in that, in the last week alone, enrollment has gone from 63 to 86 students and enrollment continues. Many opportunities continue in that credit programming. The College also continues to look at certificates, living wages, and opportunities to work with most local restaurant employees perhaps for apprenticeship-type programs for individuals who are interested.

Trustee Thayer mentioned that Washtenaw Community College has also discontinued its Culinary program and other colleges are scrutinizing their programs as well.

Trustee Dowler commented that the transition of the culinary program has been very encouraging. The chefs ask the students directly what they want and what they want to see in the next edition of Lifelong Learning Culinary classes. When we think about serving the needs of the community and enrollment goes from 62 to 84 students, it is clear the chefs are listening and then filling those needs.

Dr. Quartey commended Dean Leon Letter and Tina Pillarelli, Director of Lifelong Learning leading the efforts to transition the Culinary classes.

Trustee Edwards commented that when looking at this program from a business and industry standpoint, at her place of employment they have a full kitchen staff, but there is only one chef that is classically trained. That is the person who makes the highest wage, which is still not a great amount of money. She went on to say that the other six members of the staff are doing the same work but they are only making between \$15 and \$18.00 an hour. If these people were to commit the time and money time to become classically trained, it is unlikely that their degrees would pay off. She believes that at this time, the College has moved in the right direction.

- C. 3. b. (5) 17. Chair Aaron Mason commented on the nomination deadline and process changes for the Alumnus of the Year Award. The last day for nomination for the award is today, March 6<sup>th</sup>. Recommendations are due from the committee to the Board at the March 27, 2023, regular meeting of the Board of Trustees.
- C. 3. b. (1) 18. President Quartey summarized his reports to the Trustees, which he sends every other week.

Negotiations are proceeding with the faculty union. They have tentatively agreed on three additional items since the last Board meeting. He invited Linda Torbet, Director of Human Resources, to briefly speak about negotiations.

Dr. Quartey continued his report while Ms. Torbet made her way to the podium. Staff negotiations are ongoing and progress is being made. The College has requested The Capital Outlay request has been amended. The College had originally requested \$13.1 million. That has increased to \$16.14 million. MCCC scored in the top four of 18 institutions that are seeking funding. The Board had a successful retreat with Dr. Fisher. The Board Retreat with Dr. Fisher from ACCT was successful. Work continues on campus with outreach to businesses, K-12, and our own students on campus as MCCC remains student and community-focused.

Ms. Torbet stepped up to give an update on negotiations. She reported that the negotiation teams met on the 26<sup>th</sup> of February, and are meeting again next week. At the last meeting, the teams made some progress on both sides regarding tentative agreements on three articles. They will not discuss them again until they get to the end of the package. Ms. Torbet is cautiously optimistic that they will continue to make more progress.

Support staff negotiations moving along quite nicely. The teams have tentatively agreed upon 10 articles. This is a brand-new contract. The teams typically start with article one and go through all of the different articles for the rights of the member. All of that work has been done. The teams will probably get into the economics section in the next four to six weeks. The contract is moving along pretty well.

C. 4. b. (2) 32. Chair Mason noted the upcoming events.

Trustee Dowler announced that there is a surprise party scheduled for 6:00 p.m. to honor Dr. Ronald Campbell. The party will be held in the La-Z-Boy Center Atrium. She reminded those present that this party is a secret.

33. *It was moved by Ms. Lambrix and supported by Ms. Edwards that the meeting be adjourned.*

The motion carried unanimously and the meeting adjourned at 6:57 p.m.

Respectfully submitted,

Aaron N. Mason  
Chair

Florence M. Buchanan  
Secretary

pd/

These minutes were approved at the March 27, 2023, regular meeting of the Board of Trustees.