

MINUTES OF THE SIX HUNDRED TWENTY-NINTH
MEETING OF THE BOARD OF TRUSTEES
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

The Board Room, Z-203
Warrick Student Center
March 24, 2025, 5:30 p.m.

Present: Julie M. Edwards, Aaron N. Mason, Linda M. Roberts, Kristy Svatek-Whitson, Mary Kay Thayer

Not Present: Lynette Dowler, Nicole R. Goodman

Also Present: Jenna Bazzell, Scott Behrens, Phillip Borawski, Jack Burns Jr., Peter Coomar, Kevin Cooper, Curtis Creagh, Christopher Gossett, Melissa Grey, Kelly Heinzerling, Rick Hubbert, Barry Kinsey, Spencer Lyke, Gerald McCarty II, Sarah Mason, Joshua Myers, Katie Navock, Angela Prush, Kojo Quartey, Sarah Rorke, Maggie Sandefur, Beverly Tomek, Carl Whitson, Kristy Svatek-Whitson, Frank Thomas, Beverly Tomek, Linda Torbet, Mick Valentino, Joe Verkennes, Carl Whitson, Quri Wygonik, John Wyrabkiewicz, Grace Yackee, Penny Dorcey (recording secretary)

1. Chair Aaron Mason called the meeting at 5:31 p.m.
2. There were three delegations present
4. *It was moved by Trustee Thayer and supported by Trustee Edwards that the Board approves the following items on the Consent Agenda 1:*

B. 2. a. (1) *That the Board authorize the President to execute the following three-year administrative contract renewals:*

Administrative Contract Renewals (July 1, 2025- June 30, 2028):
Scott Behrens, Vice President of Enrollment Management and Student Success
Gerald McCarty II, Dean of Student Services.

B. 2. a. (2) *That the Board authorizes the President to execute a probationary administrative contract to:*

Sarah Mason, Registrar
Third-Year Probationary Contract
Effective June 30, 2025 through July 1, 2026

The motion carried with four ayes and one abstention from Trustee Roberts.

5. *It was moved by Trustee Edwards and supported by Trustee Roberts that the Board approves the following items on the Consent Agenda 2:*
- B. 2. a. (3) Approval of the minutes of the February 23, 2025 regular meeting and the March 5, 2025 special meeting (enclosures)
 - B. 2. a. (4) Resolution to Set College Millage Levy for 2025-26

That the following resolution to set the College millage levy for the 2025-26 fiscal year be adopted subject to Headlee rollback provisions

Operating 2.1794 mills
Facilities/Infrastructure .85 mills

THEREFORE BE IT RESOLVED, that the clerks of the cities and townships of Monroe County be given written notice of this action. Each clerk shall be requested to forward such notice to

the appropriate assessing officers of the cities and townships.

BE IT FURTHER RESOLVED, that taxes to be raised against property within any city, any portion of which lies within the community college district boundaries, may be levied and collected in the same manner and at the same time as the city taxes.

B. 2. a. (5) Board Authorization for the President to Execute Contract Renewals for Administrators:

That the Board authorizes the President to execute the following three-year administrative contract renewals:

Administrative Contract Renewals (July 1, 2025- June 30, 2028): Jack Burns, Jr., Director of Campus Planning and Parmeshwar (Peter) Coomar, Dean of Applied Science and Engineering Technology
Kevin Cooper, Dean of Science and Mathematics
Kelly Heinzerling, Director of Purchasing and Auxiliary Services Barry Kinsey, Director of Workforce Development
Joshua Myers, Executive Director of The Foundation Tina Pillarelli, Director of Lifelong Learning
Helen Stripling, Director of Health Sciences, Dean of Respiratory Therapy
Linda Torbet, Executive Director of Human Resources
Joseph Verkennes, Director of Marketing and Communications
Quri Wygonik, Director of Institutional Effectiveness and Chief Data Officer
Grace Yackee, Vice President of Instruction.

- B. 2. a. (6) Board Authorization for the President to Execute Probationary Administrative Contract – Navock
- B. 2. a. (7) Board Authorization for the President to Execute Probationary Administrative Contract - Hampsher
- B. 2. a. (8) Board Authorization for the President to Execute Probationary Administrative Contract - Tomek
- B. 2. a. (9) Board Authorization for the President to Execute an Administrative Contract - Thomas
- B. 2. a. (10) Board Authorization for the President to Execute an Administrative Contract - Wyrabkiewicz
- B. 2. a. (11) Board Authorization for the President to Execute an Administrative Contract - Gossett
- B. 2. a. (12) Board Authorization for the President to Execute an Administrative Contract - Hubbert
- B. 2. a. (13) Board Authorization for the President to Execute a One-Year Probationary Contract - Bennett
- B. 2. a. (14) Board Authorization for the President to Execute a One-Year Probationary Contract – Wisniewski

The motion carried unanimously.

3. Old Business

- a. Written
- b. Verbal

4. New Business

- a. Written
- b. Verbal

- B. 4. a. (1) 6. *It was moved by Trustee Edwards and supported by Trustee Roberts that Helen Stripling be selected as the 2024-25 Alumnus of the Year.*

Trustee Edwards announced that the committee receive five nominations. One

nominee was nominated more than once. The committee exchanged many emails and came to a consensus on one.

Trustee Roberts state that Ms. Stripling stood out because she was the Director of Respiratory Therapy and then served as the Interim Dean of Health Sciences as well. Now the two positions have been combined and Ms. Stripling is covering the that position. Miss Roberts noted that all of the nominees were excellent, but Ms. Stripling contributed so much to the campus as a whole.

The motion carried unanimously.

- B. 4. a. (2) 7. *It was moved by Ms. Edwards and supported by Ms. Svatek-Whitson, that the Monroe County Community College Board of Trustees hereby authorizes Mary Kay Thayer to serve in a voluntary role as Michigan's Coordinator to the Association of Community College Trustees.*
8. The Board agreed by unanimous consent to move item C. 2. 1. Delegations forward in the agenda.
- C. 1. b. (1) 9. Spencer Lyke, MCCC graduate and community member, stated that they speak on behalf of themself as former chair and current member of the GSA, not on behalf of the GSA or any of the members. Spencer expressed concerns about a survey distributed through MCCC email, which had issues with validity and was not limited to students and staff as intended. They believe that there are several issues with the validity of the survey. The survey did not collect emails and was responded to by individuals outside the intended demographic. They also highlighted ongoing harassment of queer students and the need for the GSA to continue supporting them.
- C.1. b. (2) 10. Philip Borawski, Computer Support Specialist, and President of the Support Staff Union, raised an issue regarding the lack of progress in selecting an insurance plan, noting that the deadline is approaching and no meetings have been held with the College to discuss the matter. He stated that article 14 of the contract says that the union must select an insurance plan by May 1st or the College would choose a plan for the union, yet they have not had a meeting between the union and the College. Mr. Borawski has also requested an extension on behalf of the support staff union so that they have time to make an informed decision on an insurance plan. The union is waiting for a response, and time is running out. Mr. Borawski said that he knows that the College leadership has met with Gallagher, the insurance broker for the College, and is requesting that the support staff union leadership also be at the table. Mr. Borawski handed in several pieces of supporting documentation to the Board.
- C.1. b. (3) 11. Christopher Gossett, Manager of Enterprise Data Services, addressed the Board about tuition rates that the Board will act on at tonight's meeting. He hopes that the board will, unlike last year, raise the rates for out-of-county and out-of-state students, proportionately to the in-county rates. He feels that if MCCC raises in- county rate for the Monroe County citizens, the out-of-county and out-of-state people should have to pay an increase for tuition as well, especially with another millage coming up.
- B. 4. a. (3) 12. *It was moved by Trustee Roberts and supported by Trustee Edwards that the Board approves an increase of 3.71 percent for in-district, out-of- district, and out-of-state tuition and for the technology fee and that Policy 3.05, Tuition and Fees, be revised accordingly, effective Fall 2025:*

<u>Tuition</u>	Beginning <u>Fall 2024</u>	Beginning <u>Fall 2025</u>
*Resident (per billable contact hour)	\$ 129.52	<u>\$134.43</u>
Non-Resident (per billable contact hour)	\$ 221.26	<u>\$229.47</u>
Out-of-State/International (per billable contact hour)	\$ 246.48	<u>\$255.62</u>
Non-Resident Student Apprentices (per billable contact hour)	Rate Resident Rate	Resident Rate

Non-Credit Instruction, including Continuing Education Units (C.E.U.'s)	Rates vary	Rates vary
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Miscellaneous Fees

Technology Fee (per billable contact hour)	\$27.25
Technology Fee (per non-credit clock hour).....	\$ 2.00
Registration (per student for each semester registering).....	\$40.00
Graduation Expenses - Cap, Gown, and Tassel Cost.....	Varies
Laboratory Fees.....	Fees vary according to the class
Special Fees (Required costs for specific materials, rentals, testing, etc.) .	Fees vary according to the class/program
Transcript, per copy	\$ 5.00
Credit by Exam Fee (Non-refundable) – 1 contact hour.....	\$35.00
2 or more contact hours.....	\$70.00

Curtis Creagh presented information on the current tuition rates across the state as of now. The governor has given a maximum cap of 4.5 percent on tuition increases. Colleges need to stay at or below that cap stay in compliance with the State and avoid any penalties. Of the 28 community colleges in the state, MCCC ranks 17th in current tuition by \$129.52. MCCC’s technology fee is at \$27.25 and in in compliance with the governor’s tuition restraint.

Mr. Creagh noted that MCCC seems to be a little earlier than last year looking at the other community colleges in the state. Only three of the 28 other colleges that have set their tuition as of March 19th, this is not the best indication of what the tuition rates will look like across the state. Mr. Creagh presented three scenarios based on 3 percent, 3.71 percent, and 4.5 percent. Registration begins April 14th so tuition needs to be set before then. The administration is recommending 4.5 percent increase on tuition across the board. Enrollment is predicted to increase 2 percent. About 55 percent of MCCC students are on some form of financial aid. The administration is asking for the funding because much of the cost to the students will be covered by financial aid. Because of this we can increase tuition rates and the state and federal monies will provide necessary funding to the College. An increase of three percent would give us

tuition of \$133.41, and 3.71 percent, \$227.90, and the national inflation rate is at three percent.

Dr. Myers conveyed a couple of observations. First, in terms of the two neighboring colleges that have lower tuition than MCCC, if a Monroe County resident were to enroll at those colleges, they would pay an out-of-county rate, which is higher than MCCC’s in-district rate. Second, when we live in a state where the governor sets tuition restraint on essentially the only the only revenue stream that we have any control over, if we run into a scarcity in the budget, for instance, if our largest tax payer closes and we run a major deficit, we will be limited in the amount we are able to raise revenue from in tuition, because it will be capped at the state level. So, there is an argument that it makes more sense to continue to steadily increase tuition over time, than it does to moderate tuition increases and then get to a point where you have budget deficits that may force much in one given year. Dr. Myers added that, for any student that suffers a financial hardship next year, or if even if they do not, he would strongly encourage them to fill out the scholarship form. The College has thousands and thousands of dollars that go unawarded every year for lack of applicants. MCCC offers \$350,000 in scholarships every year and it award a fraction of that.

The motion carried with three ayes and two nays from Trustees Svatek-Whitson and Thayer.

C. Information and Proposals

1. Delegations

13. Delegations were discussed earlier in the agenda.

2. Non-staff Communications and Reports

1. President and Staff

- C. 3. a. (1) 13. President Quartey announced the following administrative contract renewals, staff appointments, professional staff contracts, third-year administrative contracts, resignations, etc.

Administrative Contract Renewals (July 1, 2025- June 30, 2028):

Scott Behrens, Vice President of Enrollment Management and Student Success

Gerald McCarty II, Dean of Student Services

Administrative Contract Renewals (July 1, 2025- June 30, 2028):

Jack Burns, Jr., Director of Campus Planning and Facilities

Parmeshwar (Peter) Coomar, Dean of Applied Science and Engineering Technology

Kevin Cooper, Dean of Science and Mathematics

Kelly Heinzerling, Director of Purchasing and Auxiliary Services

Barry Kinsey, Director of Workforce Development

Joshua Myers, Executive Director of The Foundation

Tina Pillarelli, Director of Lifelong Learning

Helen Stripling, Director of Health Sciences, Dean of Respiratory Therapy

Linda Torbet, Executive Director of Human Resources

Joseph Verkennes, Director of Marketing and Communications

Quri Wygonik, Director of Institutional Effectiveness and Chief Data Officer

Grace Yackee, Vice President of Instruction

Staff Appointments:

Robert Bomia, General Maintenance Worker – Grounds, effective February 24, 2025 (replacing Derek Jacobs)

Alana Garant, Admissions Assistant, effective March 10, 2025 (replacing Carol Smith)

Ryan Bayer, Computer Support Specialist, effective March 17, 2025 (replacing Samuel Gonzalez)

One-Year Probationary Professional Staff Contract:

Randy Bennett, Adult Learner Advocate, effective February 12, 2025 (new position, grant-funded)

Justin Wisniewski, Academic Skills Coordinator – Upward Bound, effective February 27, 2025 (Replacing Larry Smith)

3rd Year Probationary Administrative Contract (July 1, 2025 – June 30, 2026):

Sarah Mason, Registrar

3rd Year Probationary Administrative Contract (July 1, 2025 – June 30, 2026):

Katie Navock, Director of Enrollment Management

Nickie Hampsher, Director of Financial Aid

Beverly Tomek, Dean of Humanities and Social

Sciences John Wyrabkiewicz, Chief Information

Officer Christopher Gossett, Manager of Enterprise

Data Services

Rick Hubbert, Manager of Information Technology Infrastructure

2nd Year Probationary Administrative Contract (July 1, 2025 – June 30 2026):

Frank Thomas, Director of Financial Services

Resignation:

Samuel Gonzales, Computer Support Specialist, effective February 21, 2025

Anthony McGrath, General Maintenance Worker, March 17, 2025

Termination:

Eric Clark, General Maintenance Worker, effective March 12, 2025

- C. 3. a. (2) 14. Curtis Creagh, Vice President of Finance and Administration, gave the Board an update on the Statement of General Fund Revenues and Expenses for the period ending February 28, 2025.

Mr. Creagh noted that the College has a \$31.2 million budget Revenues and state appropriations are coming in. Tuition and Fees, year-over-year are at 96 percent compared to 97 percent last year. Property taxes are down this year, due to some of the jurisdictions with the largest amounts deciding to wait until March to submit their payments. Nineteen jurisdictions decide to wait until March to pay their taxes and the College has received checks that were expected in February. Other revenues, which are mainly from investment income, are at 92 percent compared to 89 percent last year. 73 percent this year considering property taxes are still outstanding for February.

Mr. Creagh stated that the Expenses budget is at \$31.2 budget. To date we have spent \$16.5 million, or 52.9 percent compared to 53.9 percent last year. The budget is on track for this year.

- C. 3. b. (1) 15. President Quartey summarized his reports to the Trustees, which he sends every other week. Dr. Quartey reminded the Board that he sent them his report last week along with several attachments.

Dr. Quartey noted that he has had one-on-one conversations with each Trustee to update them on key portions of the Board meeting and other concerns. He also mentioned that he sent the Board his interim report on his goals. At this time all goals are being met, with some already achieved and other ongoing. goals

President Quartey stated that after consulting with his executive team and other across campus, he has made the decision to take down the outside restroom signs. The internal survey indicates that the signs add nothing to safety on campus Key initiatives moving forward will be on preventing bullying, harassment, and discrimination on campus.

The National Association for Education of Young Children (NAEYC) was on campus Monday through Wednesday to review re-accreditation of our Early Childhood Education program. Dr. Quartey gave Kudos to Professors Felice Moorman and Stephanie Wozniak for their preparation leading to a positive visit.

Two consultants representing CLARUS Group, Kathi Swanson and Dr. Tuesday Stanley, visited the campus yesterday and today to review our entire shared governance structure. The CLARUS Group is the same company that wrote the MCCC CLARUS Report over 12 years ago to overhaul our shared governance model.

The Threat Assessment Team has met three times to work on a preemptive plan that helps to avoid crisis on campus.

Dr. Quartey announced that MCCC was represented at the Bedford Business Fair. He thanked Joe Verkennes, Janel Boss, Rebecca Fournier, and Linda Torbet for their presence at the business fair this year.

President Quartey mentioned that MCCC staff continue to respond to FOIA requests. He thanked Joe Verkennes for leading these efforts.

Dr. Quartey stated that we lost another MCCC stalwart, Dr. Bill McCloskey. Bill was a valued and respected member of the MCCC family until his retirement from his position As Professor of English and Literature in 2017. He will be missed.

- C. 3. b. (2) 16. Joshua Myers, Executive Director of The Foundation and Director of Government and Alumni Affairs, announced the Heck's Market "One Item of the Month" program. This month they are asking for donations of laundry detergent. Any brand of any size is fine. Board members who wish to donate can bring their item to the Board meeting and Dr. Myers will get it over the Student Success Center. He will also take pictures of the Board and their donations.

- C. 3. b. (3) 17. This Item, Closed Session – Personnel Matters, was pulled from the agenda.

4. Board Member and Committee Reports

- C. 4. b. (1) 18. The date for the Board budget study meeting is May 9th at 5:30 p.m.
- C. 4. b. (2) 19. The Pledge of Allegiance has been added to the Board Order of Business.
- C. 4. b. (3) 20. Chair Mason read the following recommendations for policy updates:

Monroe County Community College's Board is committed to maintaining clear, relevant, compliant, and effective policies that support the mission and operations of the college. The Board's expectation to the President is to bring recommended policy updates to the board as needed in the normal course of college operations. But to ensure that policies remain current and responsive to evolving needs, the Board Chair is proposing that we conduct a board-level review of all policies on an initial 3-year, followed by 5-year cycles as a normal course of board activity. This process will identify areas needing updates, align policies with best practices and regulatory changes and reinforce commitment to sound governance and institutional excellence. Current versions of policies will be maintained in a manner to reference the following:

- Adoption date of policy
- Each previous revision, amendment, or updated date
- Last date reviewed by Board

The Board Chair proposes this review cycle commence with the start of the 2025- 2026 meeting calendar and take form as a regular agenda item, either as a standalone item or within a consent agenda. The Board Chair (Proposes the following cycle of review of policies (not procedures):

- Year 1 – Policies series 1.00-2.00 (District & Administration)
- Year 2 – Policies series 3.00-5.00 (Students, Instruction & Instructional Faculty)
- Year 3 – Policies series 6.00-12.00 (Business, Maintenance & Custodial, Support Staff, College Security, Part-time Employees, & Professional Staff)
- Year 5 – REPEAT but in 5 -year cycle going forward

Given the recent developments in legislation, judicial decisions, executive orders, and executive agency action, the Board Chair is recommending reviewing within the remaining portion of 2024-2025, the following policies:

- Bylaws of the Board of Trustees (last Board review 2015)
- 1.63 (including 1.63a)) Title IX (last Board Review (2020)
- 1.64 Policy Statement on Affirmative Action (last Board review 2013)
- 1.65 Policy Statement on Illegal Discrimination and Sexual Harassment (last B

- C. 4. b. (5) 18. New Trustee orientation is scheduled for Monday, May 12th from 10:00 a.m. to 12:30 p.m.

- C. 4. b. (7) 20. Chair Mason noted the upcoming events.

21. *It was moved by Trustee Edwards and Supported by Trustee Roberts that the meeting be adjourned.*

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

Respectfully submitted,

Aaron N.
Mason Chair

Mary Kay Thayer
Interim Secretary

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These minutes were approved at the April 28, 2025 regular meeting of the Board of Trustees.