

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

Board of Trustees Room Z-203
La-Z-Boy Center
7:00 p.m., May 19, 2025

Members present: Lynette M. Dowler, Julie M. Edwards, Aaron N. Mason, Linda M. Roberts, Kristy Svatek-Whitson, Mary Kay Thayer

Not Present: Nicole R. Goodman

Also present: Amanda Althouse, Jenna Bazzell, Jack Burns, Christy Chisholm, Parmeshwar Coomar, Kevin Cooper, Curtis Creagh, Jr., Phillip Borawski, Christopher Gossett, Melissa Grey, Kelly Heinzerling, Rick Hubbert, Barry Kinsey, Sarah Mason, Gerald McCarty II, Mark Naber, Katie Navock, Tina Pillarelli, Kojo Quartey, Frank Thomas, Linda Torbet, Beverly Tomek, Mick Valentino, Joe Verkennes, Carl Whitson, Quri Wygonik, John Wyrabkiewicz, Grace Yackee, Penny Dorcey (secretary)

1. Chair Aaron Mason called the meeting to order at 5:32 p.m.
2. There were no delegations present.
3. It was moved by unanimous consent that Item C. b. (1) Winter 2025 Enriching Lives Award Presentation, be moved forward in the agenda.
- C. 3. b. (1) 4. Joe Verkennes, Director of Marketing and Communications, explained that Monroe County Community College acknowledges the importance of its employees and welcomes the opportunity to recognize their extraordinary achievements. Each semester, the Employee Engagement Committee assess nominations for the Enriching Lives Award to recognize one of the college's employees. Based on that individual's commitment and incorporation of the college's mission, vision, and values into their daily work. The Employee Engagement Committee is devoted to honoring the employees whose actions create a positive change on campus. Nominations are accepted during the midpoint of the semester and the individuals selected and recognized were meeting closest to the end of the semester.

Mr. Verkennes reported that the committee received nominations for three individuals for the winter semester, 2025 and Enriching Lives Award, and they are Helen Stripling, Dean of Health Sciences and Director of Respiratory Therapy, Tom Scheer, Manager of Desktop Computing, and Beverly, Tomek. Dean of Humanities Social Sciences and interim Dean of Business. The winner of the winner semester 2025 Enriching Lives Award is Tom Scheer. Mr. Scheer is not in attendance tonight, but we do have certificates for the other two for nominees. Mr. Verkennes took a moment to read one of the nominator's words about Mr. Scheer. "Tom does so much work behind the scenes that the average person at Monroe County Community College probably doesn't even realize how much he helps them on any given day. If you're able to work from home, information technology is the backbone of the College and Tom is the backbone of information technology." Mr. Verkennes congratulated Mr. Scheer and the other nominees.
5. Item C. 3. b. (2) Faculty Council Update, was moved forward in the agenda by unanimous consent.
- C. 3. b. (2) 6. Mark Naber, Professor of Mathematics, explained that he was Appointed chair of the Faculty Council last fall. There are three councils that comprise MCCC's internal governance model, faculty being one of them. He announced that the Faculty Council met nine times over the past academic year. Normally the council would meet seven times; however, they did not have enough time to consider all of the proposals that came in for two of their meetings. Professor Naber stated that if they could figure out some way to create more meeting time, that would be good.

Professor Naber reported that the council approved seven action items, considered seven requests for input, and received 12 information items. He also mentioned two important issues that arose during their meetings over the past academic year. First, there was an issue with whether or not proxy voting was allowed in the councils. The Governance Evaluation Committee met on March 19, 2025, and determined that proxy voting would not be allowed in any of the councils from that point forward.

Second, there was some confusion as to what should and should not go through the council model. Faculty Council will meet in the fall during their work days to discuss that how the councils are supposed to work, and what is supposed to flow in and out of the model.

7. *It was moved by Trustee Edwards and seconded by Trustee Dowler that the following items on the Consent Agenda be approved:*

B. 2. a. (1) Approval of minutes of the April 28, 2025, regular meeting
B. 2. a. (3) Proposed Policy Revision – 6.04 Designated Depositories

The motion carried unanimously.

3. Old Business
None

4. New Business

- B 2. a. (2) 8. It was moved by Trustee Thayer and seconded by Trustee Edwards that the Board authorizes President Quartey to execute an administrative contract for the following administrator:

*Amanda Althouse, Director of Student Success (Grant-funded)
Administrative Contract
Effective April 13, 2025.*

Trustee Thayer stated that the Director of Student Success position is grant-funded. This is something that the Board has pushed for. Students have a tendency to try and then when they do not get any support, they leave. She commented that she herself has pushed and pushed for student success services and stated that she is very pleased to have Ms. Althouse in this position.

The motion carried unanimously.

- B. 4. a. (1) 3. *It was moved by Trustee Dowler and seconded by Trustee Whitson, that Marjorie McIntyre Evans be selected as the 2024-2025 College Supporter of the Year.*

Trustee Dowler reported that the College Supporter of the Year committee met to discuss the nominations for the college supporter of the year and would like to recommend that Marjorie McIntyre be selected as the 2024-2025 College Supporter of the Year. She commented that some of their discussion included the fact they were surprised that Ms. McIntyre has not already been the College Supporter of the Year. She has been a member of The Foundation at MCCC almost since its inception. Ms. McIntyre has been extremely generous to the college, and an avid supporter, not only with her time and her talents, but she works well and always thinks on behalf of the college and a beautiful way. Trustee Dowler stated that she knows The Foundation has had some struggles with attendance with their board meetings and Ms. McIntyre is one of the members that is consistent and always in attendance. Ms. Dowler said she is please to nominate Ms. McIntyre as the Supporter of the Year.

The motion carried unanimously.

- B. 4. a. (2) 4. *It was moved by Trustee Thayer and seconded by Trustee Roberts that the following resolution of commendation for Mr. Paul LaRoy be adopted:*

WHEREAS, Mr. Paul LaRoy, has decided to retire from his position as Supervisor of Power Systems Operations with the Monroe County Community College, effective May 30, 2025, and

WHEREAS, for over 10 years, he has been an excellent employee who has helped to foster a superb maintenance program in the Facilities Department, and

WHEREAS, in the performance of these duties he has secured a number of licenses and certifications to assist him in maintaining the College's buildings including all of the associated mechanical, plumbing, electrical, and fire safety systems, and he has enthusiastically embraced new technology to ensure the College's systems are operating at peak performance, and

WHEREAS, he has served as a mentor, role model and trainer for his co-workers and has helped foster a high level of professionalism within the operations staff, and

WHEREAS, he has continually demonstrated his commitment to the College mission and dedication to our faculty, staff, and students both on- and off-campus by continuously seeking out new possibilities by growing in his responsibilities moving from power systems trainee to power systems operator to power systems chief, and ultimately to the supervisor of power systems operations, and

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Mr. Paul LaRoy for his dedicated service and contributions to the College, our students, and the community, and

THAT IT BE FURTHER RESOLVED, that the Board of Trustees expresses its very best wishes for his continued success, well-being, and happiness on this Monday, May 19, 2025.

The motion carried unanimously.

C. Information and Proposals

1. Delegation
None

2. Non-staff Communications and Reports None
None

3. President and Staff

- C. 2. a. (1) 7. President Quartey announced the following administrative contract, retirement, and resignations:

Administrative Contract:

Amanda Althouse, Director of Student Success, effective April 13, 2025
(new grant-funded position)

Retirement:

Paul LaRoy, Supervisor of Power Systems Operations, effective
May 30, 2025

Resignations:

Jack Burns, Director of Planning and Facilities, effective May 30, 2025
Curtis Creagh, Vice President of Finance and Administration, effective
June 30, 2025

- C. 3. a. (2) 8. The Board received the Statement of General Fund Revenues, Expenses, and Other Changes for the period ending April 30, 2025.

Curtis Creagh, Vice President of Finances and Administration, reported That the College has a revenue budget of \$31.2 million. He noted that the College is doing much better than last year. This is largely because we have received some one-time measures in both years. He pointed the Board to the statement in their packet under State Appropriations, we are at 79 percent, or 5.2 of our 6.6 budget. Tuition and Fees are about \$8 million. We have received about \$15.9 million (of \$16.1 million) in our property taxes. The remaining taxes are expected to come in by the end of May.

Mr. Creagh said that under Other. Revenues, we budgeted at \$787,000 and had big windfall. We received an Employee Retention Credit (ERC) for that came in, so that really puts that amount over quite a bit, giving us total revenues of \$33.1 million compared to \$28 million last year. That is about a \$5 million increase and \$3 million of that is related to related to the ERC. He reminded the Board that last year, the College received two different one-time fundings; \$761,000 for our Items and then about \$660,000 for the taxes from the village of Dundee, where we had paid and they completed their project and returned our funds. So, we received \$1.4 million this year.

Mr. Creagh reported that the College has \$31.2 million Expense budget and have spent \$21.3 million to date. He stated that all those figures are in line except for the administration piece, which is largely because of the contractor services that we do to get the ERC.

C. 3. a. (2) 8.

It was moved by Trustee Thayer and seconded by Trustee Svatek-Whitson that the Board approve the transfer of funds from the Employee Retention Credit in the General Fund to the M & R Fund for the Gerald Welch Health Education Building expansion and renovation project.

President Quartey explained that ERC is a one-time flow of revenue to the institution. The next step is to transfer those funds into Maintenance and Replacement account next week to be used for the Gerald Welch Health Education Building project. The plan is to renovate and add some additions to that building. The funding is coming from various places. The State is giving us \$1 million and the College has to come up with the other \$1 million so, we have that money already. The administration is asking that the Board approve to transfer the ERC funds as well.

Trustee Dowler stated that the renovation is so critically needed and the performance of the Health Division of this college has just been hitting it out of the park year after year. We have recognized their performance. She remarked that this is a very good investment to continue to support their efforts.

Chair Mason commented that a lot of these projects are planned over the course of a lot of time. He is familiar with large projects in the finance world and some other government projects where the cost has shifted for the project, is that something similar has happened here where the cost has increased slightly more than expected when originally planned. Dr. Quartey mentioned that we are fortunate to have the funding to supplement what we already have. Even that will not be sufficient at this point, so we will need additional funding, for which we have a process. We understand that at this point, supplies, materials, or things of that nature are rising. Chair Mason added that the sustainability of the program with the facilities that match the caliber of the instruction is paramount and he is very passionate about it. He would like to get a clearer picture of the source of funds. He knows that some is coming from state and some from the government with the ERC funds we recaptured. We are also doing other things, including the millage. We have been able to work and get other funds for the project, which is great because this is an important project.

Trustee Thayer said that in their ability to let legislators know how important this project is because we have so many students who want to become nurses and respiratory therapists. We need our equipment to be the very best. Hospitals need all those nurses and respiratory therapists. This needs to be done.

Grace Yackee, Vice President of Instruction, mentioned that as we make preparations for the building, programming and development continues. Finding spaces to do the labs, sometimes they fall into the gym, so that work continues. We launched our EMT certificate and are currently working on a Paramedic RN, so the work is continuing, it does not stop because the need is there. She also commented that our equipment is up to date. Recently, Helen Striping, able to negotiate a good deal on some ventilators that we were able to get at end of last year, with Christy Chisholm helping us with that. The project also involves other areas, Beverly Tomek, Dean of Humanities and Social Sciences was involved with the EMT certificate. So, the support comes from across the instructional areas to support that division. Dr. Quartey added that we also have a partnership with the University of Michigan – Flint in the nursing area. We also have the radiography program. He noted that both our nursing and Respiratory Therapy

programs are number one in the state.

Dr. Yackee added that at our recent accreditation visits, including nursing and respiratory therapy, the team noted we are definitely doing what we need to be doing in terms of needing more space.

The motion carried unanimously.

- C. 3. b. (1) 12. This item, Winter 2025 that Enriching Lives Award, was presented earlier in the agenda.
- C. 3. b. (2) 13. This item, Faculty Council Update, was presented earlier in the agenda.
- C. 3. b. (3) 14. Helen Stripling, Dean of Health Sciences and Director of Respiratory Therapy, and Administrator Council Chair gave an update on the activities of the Administrator Council for the academic year. She remarked that this is her second year as chair, so I will be leaving as chair of Administrator Council at the end of this academic year.

Ms. Stripling reported the council did meet eight times since her last annual report, and there were a couple canceled meetings. One of our scheduled meetings would have fallen on the first day of classes, and then in July, they did not have any agenda items. Some of the items that have come up that kind of sprung to the forefront included voting in a new secretary. Leon letter was elected during her last report; however, he left the college. Beverly Tomek then stepped up and is serving that role until the end of June 2026.

Ms. Stripling mentioned that the council also approved the Data Governance Board draft policy and that moved forward to the Board of Trustees for approval. Also approved was the creation of a new subcommittee of the Strategic Planning Committee that was to focus on restructuring the way that Diversity, Equity and Inclusion happens here on campus and making sure we are following the current guidelines and those types of things. The council also recommended that the President create a task force to investigate a potential ombuds program here at the college, and we voted against having a task force to look at a Student Advisory Council model here with a recommendation that be perhaps reconsidered after the governance model is evaluated. There was also many information items shared. Shared governance has been working well for us in terms of getting a lot of information across. She echoed the faculty in that sometimes there is not enough time to get through the agendas. That has been a struggle. So those are all things to consider.

- C. 3. b. (4) 15. Phillip Borawski, Computer Support Specialist and Staff Council Chair, gave an update on the activities of the Staff Council the academic year.

Mr. Borawski reported that the Staff Council has met eight times to date. Some of the topic discussed this year include AI on campus; various changed to technology policies on campus, including data storage, implementation of the device agreement policy, decryption standards, and an explanation of how college handles access while outside of the country.

Also discussed were changes to current policies such as Anti-bullying, the Americans with Disabilities Act, and the PWFA Discrimination Act. There was also a discussion on union etiquette at the last meeting. Also considered several information items and we voted on a few action items including, the creation of a data governance board and on the creation of a student council.

In terms of recommendations, we have none at this time. In relation to AI on campus, the discussion on the negative effect it has on students (academic dishonesty). Faculty are working on getting a policy written.

- C. 3. b. (5) 16. President Quartey summarized his reports that he submits to the Board every other week. He thanked the Trustees who were able to attend commencement on May 2nd. The Board presence and participation are always appreciated.

Dr. Quartey provided the Board with a copy of his self-evaluation in their Board packets. He thanked Trustees Svatek-Whitson and Roberts for attending the new

trustees' orientation on May 12th. As discussed earlier in the meeting, MCCC received a tax recapture (ERC) in the amount of \$2.9 million from the federal government. This amount will be transferred to the Millage and Replacement (M&R) Fund to be used for the Welch Health Education Building (HEB) renovation project. We are anticipating an additional amount of over \$1million, which will also be transferred to the M&R Fund for the HEB.

Last week, Dr. Quartey and Penny Dorcey, Executive Assistant to the President and Secretary to the Board of Trustees, grilled hotdogs and veggie burgers, for the staff picnic, which included all employees. The winners of the employee euchre tournament this year were Barry Kinsey, Director of Workforce Development, and Michelle Leicht, Administrative Assistant to Lifelong Learning. Curtis Creagh's resignation was announced earlier in the agenda and is effective June 30th. Jack Burns, Director of Facilities, has tendered his resignation effective May 30, 2025. President Quartey will send out information to the campus about the interim vice president, Frank Thomas during that period, as we conduct a search.

Last week, Peter Dietrich, chief nuclear officer for DTE Energy (DTE), was on campus May 15th to give a presentation. Dr. Quartey thanked Molly Leumpert-Coy for arranging the event and fostering a great relationship between DTE and MCCC. DTE is very supportive of our institution. Seventy plus people registered for the event.

Summer enrollment has increased by 4 percent for summer. The ASET Division held a construction design competition in May, and a welding program competition on May 15th. MCCC provides opportunities for students to participate in competition as they help form. Several area high schools were on our campus competing in the welding competition sponsored by Bakers Gas and Welding Supplies, Lincoln, and Miller Electric. Good things are happening on campus and student are involved. These competitions help students form their skills as they participate and interact with others in their field.

Middle College Graduation took place last week. Over 70 percent of those students earned their associate degree before their high school diploma. Dr. Quartey mentioned that he was looking up data on his computer for Michigan Schools, and middle college before high school. Monroe County Middle School slash college outperforms all the high schools in this area by a wide margin. No other school is even close in terms of college readiness. Middle college has proven to be an asset for the student and the College.

- C. 3. b. (6) 17. Joshua Myers Executive Director of The Foundation and Director of Government and Alumni Affairs, announced that Heck's Market item of the month is macaroni and cheese.
- C. 4. b. (1) 18. Board Chair, Aaron Mason, announced the upcoming events.
- 19. *It was moved by Trustee Dowler and seconded by Trustee Edwards that the meeting be adjourned.*

The motion carried, and the meeting was adjourned at 6:24 p.m.

Respectfully submitted,

Aaron N, Mason
Chair

Lynette M. Dowler
Interim Secretary

prd\

These minutes were approved at the June 23, 2025, regular meeting of the Board of Trustees.