

MINUTES OF THE SIX HUNDRED THIRTY-SECOND  
MEETING OF THE BOARD OF TRUSTEES  
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

Conference Rooms S-173bcd  
Warrick Student Center  
5:30 p.m., September 22, 2025

Present: Lynette M. Dowler, Julie M. Edwards, Nicole R. Goodman, Aaron N. Mason, Linda M. Roberts, Kristy Svatek-Whitson, Mary Kay Thayer (virtual, at home in Lambertville, MI)

Also Present: Amanda Althouse, Jenna Bazzell, Scott Behrens, Brian Bertram, Parmeshwar Coomar, Paula Cooney, Kevin Cooper, Courtney DeCarlo, Brian Francisco, Nicole Garner, Alex Gerweck, Christopher Gossett, Melissa Grey, Nickie Hampsher, Rick Hubbert, Peggy Jacob, Barry Kinsey, Rick Kull, Gerald McCarty, Joshua Myers, Omaira Ortiz, Tina Pillarelli, Kojo Quartey, Kelly Riley, Helen Stripling, Beverly Tomek, Cynthia Vincent, Carl Whitson, John Wyrabkiewicz, Grace Yackee, Penny Dorcey

1. Chair Mason called the meeting to order at 5:34 p.m.
2. There was one delegation present.
- B. 2. a. 1. 3. *It was moved by Trustee Dowler and supported by Trustee Goodman that the following items on the Consent Agenda be approved as presented:*
  - B. 2. a. (1) Approval of minutes of the regular meeting of June 23, 2025 and the August 7, 2025 and August 29, 2025 special meeting minutes.
  - B. 2. a. (2) *The Board moved that the Monroe County Community College Board of Trustees certifies that Monroe County Community College not only meets but exceeds the best practice standards required by the education omnibus appropriations act for fiscal year 2025, as the attached table demonstrates.*
  - B. 2. a. (3) Authorization for the President to Execute an Administrative Contract – F. Thomas
  - B. 2. a. (4) Authorization for the President to Execute an Administrative Contract – B. Bertram
  - B. 2. a. (5) Authorization for the President to Execute a Faculty Contract – K. Ford
  - B. 2. a. (6) Authorization for the President to Execute a Professional Staff Contract – L. Good
  - B. 2. a. (7) Authorization for the President to Execute a Professional Staff Contract – J. Aaron
  - B. 2. a. (8) *The Board moved that the following resolution proclaiming October, United Way Month be adopted:*

*WHEREAS, the United Way of Monroe County is entering its 2025-2026 campaign and will set another milestone goal that will see campaign pledges of over one million dollars, and*

*WHEREAS, the United Way is the largest single voluntary organization in Monroe County through which volunteers can channel their concern for people in need, and*

*WHEREAS, the United Way, largely because of the continued generosity and caring of employees of Monroe County Community College, can continue to grow and support a wider range of health and human care needs that directly benefit residents of Monroe County.*

*THEREFORE, BE IT RESOLVED by the Monroe County Community College Board of Trustees, that the College employees be encouraged to participate in the 2025-2026 United Way Campaign of Monroe County and receive the highest commendations and vote of thanks for their generous gifts to this vitally important cause, and*

*THAT IT BE FURTHER RESOLVED that the Monroe County Community College Board of Trustees proclaims the month of October 2025 'United Way Month' throughout the College district to emphasize the value and positive contribution United Way of Monroe County offers to our community and its residents on this Monday, September 22, 2025.*

The motion carried unanimously.

3. Old Business

None

- C. 1. b. (1) 4. Cynthia Vincent, citizen, addressed the Board on the value of Monroe County Community College to the community.

4. New Business

- B. 4. a. (1) 5. *It was moved by Trustee Svatek-Whitson and supported by Trustee Edwards that the MCCC Board of Trustees approve the appointment of Thomas Fritz as a Group III Director who is being recommended by The Foundation Board of Directors, pursuant to Section 5.4 of the Bylaws of The Foundation at Monroe County Community College, for a Three-Year Term Expiring December 31, 2028.*

The motion carried unanimously.

- B. 4. a. (2) 6. *It was moved by Trustee Dowler seconded by Trustee Edwards that the following resolution of commendation be for Mr. Robert Semanske be adopted:*

*WHEREAS, Robert has decided to retire from his position as Welding Lab Technician with Monroe County Community College, effective August 30, 2025; And*

*WHEREAS, He has long been regarded as an outstanding technician, having first built a career at Ford Motor Company as Millwright journey person and*

*WHEREAS, During those 11 years he consistently demonstrated a high level of competence and skill in the upkeep and maintenance of the welding laboratories at both the Main Campus and the Hurd Road facility; and*

*WHEREAS, He played a vital role in the relocation of the former welding lab from East and West Tech to the Career Technology Center; and*

*WHEREAS, Through his expertise with material handling equipment, he saved the College significant expenses by reorganizing laboratories, equipment, and machinery; and*

*WHEREAS, He was instrumental in the decommissioning of the Hurd Road welding lab upon the expiration of the facility lease; and*

*WHEREAS, Robert has supported faculty and staff in the Applied Science and Engineering Technology Division at numerous public events, including the Electric Car Show, weekend workshops, and division-wide open houses; and*

*WHEREAS, He has also volunteered his time beyond the scope of his official duties, contributing to college millage renewal efforts and other initiatives; and*

*WHEREAS, He has been an active member of his church and community, devoting countless hours in service to the underprivileged; and*

*WHEREAS, He has been a trusted colleague and valued member of the Applied Science and Engineering Technology Division (formerly the Industrial Technology Division) for more than a decade;*

*THEREFORE, BE IT RESOLVED, that the Board of Trustees of Monroe County Community College recognizes and commends Robert Semanske for his dedicated service and contributions to the College, its students, and the community; and*

*THAT IT FURTHER BE RESOLVED, that the Board of Trustees extends its very best wishes to him for continued success, health, and happiness in retirement, adopted this 22<sup>nd</sup> day of September, 2025.*

The motion carried unanimously.

- B. 4. a. (3) 7. *It was moved by Trustee Dowler and seconded by Trustee Edwards, that Policy 4.01, College Calendar be approved as revised.*

The motion carried unanimously.

- B. 4. a. (4) 8. *It was moved by Trustee Whitson-Svatek and supported by Trustee Dowler that Policy 3.05, Tuition and Fees, be revised to reflect in -county tuition of \$134.33 in place of \$134.43.*

The motion carried unanimously.

- B. 4. a. (5) 9. *It ws moved by Trustee Roberts and seconded by Trustee Whitson-Svatek that the Board approve Policy 6.04, Designated Depository, as revised.*

The motion carried unanimously.

- B. 4. a. (6) 10. *It was moved by Trustee Dowler and seconded by Trustee Goodman, that Frank Thomas, Vice President of Finance and Administration, be named Treasurer of the Board of Trustees of the Community College District of Monroe County, Michigan, for a two-year Term.*

The motion carried unanimously.

- B. 4. a. (7) 11. *It was moved by Trustee Whitson-Svatek and seconded by Trustee Edwards that that the Board approve the 2025-2030 Strategic Plan as presented.*

The motion carried unanimously.

### C. Information and Proposals

#### 1. Delegations

- C. 1. b. (1) 12. Cynthia Vincent, Monroe County citizen, addressed the Board on the value of Monroe County Community College's value to the community. MCCC is mission strong.

#### 1. Non-staff Communications and Reports None

### 3. President and Staff

- C. 3. a. (1) 13. President Quartey announced the following staff appointments, professional staff appointment, professional staff contract, promotions, position upgrade/promotions, 1<sup>st</sup> year probationary administrative contract, resignations, and termination:

#### Staff Appointments:

Marie Halason, Custodial Maintenance, effective August 18, 2025

Shauna Hansen, Custodial Maintenance, effective September 10, 2025

#### Professional Staff Appointment:

Dana Marshall, Human Resources Assistant, effective August 12, 2025  
(replacing Emily Wilcock)

Angela Elliot, Assistant to vice President of Enrollment Management and Student Success (replacing Jodie Hollis)

Professional Staff Contract:

Levi Good, Apprentice Coordinator, effective August 4, 2025 to August 3, 2026

Jason Aaron, Adult Learner Advocate, effective September 8, 2025 to September 9, 2026

Position Upgrade/Promotion:

Greg Giannetti, Power Systems Operator, effective July 1, 2025

George Welter, Power Systems Operator, effective August 20, 2025 (Promotion from Power Systems Trainee to Power Systems Operator (passed licensure))

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

Frank Thomas, Vice President of Finance and Administration, effective September 2, 2025 (Replacing Curtis Creagh)

Brian Bertram, Director of Campus Planning and Facilities, effective August 29, 2025 (replacing Jack Burns, Jr.)

Continuing Faculty Contract:

Kayla Ford, Respiratory Therapy Instructor, effective January 6, 2026

Resignations:

Randy Bennett, Adult Learner Coordinator, effective June 23, 2025

Mark Young, Student Success Support Specialist, August 8, 2025

Kellie Schreiber, Educational Advocate, effective August 14, 2025

Katie Navock, Director of Enrollment Management, effective August 19, 2025

Michael Fuertes, Professor of Chemistry, effective August 22, 2025

Michelle Leicht, Administrative Assistant – Lifelong Learning, effective September 2, 2025

Robert Bomia, Grounds Maintenance Trainee, effective September 19, 2025

Termination:

Shane Theisen, Custodial Maintenance, effective June 25, 2025

- C. 3. a. (2) 14. Gerald McCarty, Dean of Student Services, and Quri Wygonik, Director Institutional Research, Planning & Accreditation, presented the Fall 2025 enrollment update and KPIs.

Gerald McCarty II, Dean of Student Success, presented an update on the Fall 2025. He thanked former Director of Enrollment Management, Katie Navock, Assistant Director Omaira Ortiz, and Educational Advocates Alex Gerweck, Christina Kelly, and Julie Carrabino; Professional Counselors, Peggy Jacob and Kellie Riley; High School Liaison Stacey Pierce, and Admissions Assistant Alana Garant for working all year to achieve a very successful fall semester. He also thanked the deans, faculty, and other administrators who assisted in new student orientations over the summer.

Mr. McCarty reported enrollment of 2,656, and increase of 7.69 percent. Enrolled credit hours have increased by 10.7 percent. Billable contact hours have increase by 8.18 percent. Mr. McCarty commented that the Enrollment Management and Student Success teams are working to help students graduate faster. FITIAC enrollment has increased by 19 percent, while dual enrollment has increased by 21 percent. He commended Dr. Wygonik and Brianna Pio, Retention and Completion Analyst, for creating the dashboards.

In terms of 2024-2025 accomplishments, Mr. McCarty listed the following:

- 330 seniors attended 2 Senior Preview Days
- 32 high schools visited and 7 college fairs
- Hosted 900+ 7<sup>th</sup>-8<sup>th</sup> graders
- Hosted 120 + schools for Husky Quick Start Celebration
- Ran 24 new student orientations and trained 100s of FITIACS
- Called 3,500 students about scholarships
- Texted, emailed and prepped students before orientation
- Mis Gerweck processed 250+ health apps

- Ms. Riley hosted two virtual logistics events
- Ms. Kelly supported ASET's programs
- Ms. Carrabino build a strong Lenawee ISD CTE partnership
- Ms. Ortiz hosted two leadership Summits

Mr. McCarty also noted that MCCC hosted two faculty-led preview sessions in fall of 2025 with a goal of 200 students each day to connect prospective students with programs. Total high school visits scheduled and completed include:

- 31 Classrooms and high school visits as of September 19, 2025
- The Interim Director of Enrollment Management will have monthly reoccurring collaboration meetings with all surrounding high schools to strengthen our relationships

Dr. Wygonik spoke about KPIs, addressing duplicated headcount, demonstrating a student demographics suite, among other features in the dashboards. She noted that MCCC's high school market share has increased by five percent.

- C. 3. a. (3) 15. Frank Thomas, Director of Financial Services and Interim Vice President of Financial Services and Administration/Treasurer, gave the board an update on the General Fund Revenues and Expenses, and Other Changes for the periods ending July 31, 2025 and August 31, 2025.

Mr. Thomas noted that this report combines data from July and August 2025. The College is two months into the semester, and at 15.6 percent. August revenues are recorded but not yet rolled over.

- C. 3. b. (1) 16. Dr. Grace Yackee presented the Summer 2025 Enriching Lives Award. She announced that there were two nominees for this period, Peggy Jacob and Katie Navock. The recipient of the award is Peggy Jacob. Peggy's nominator wrote, "Peggy Jacob is a true asset to Monroe CCC. As a professional counselor, she goes above and beyond to help students at all levels - new, current, undecided, dual, at-risk students be successful. In her work, she puts students first and embraced the missions of MCCC by being STUDENT FOCUSED.

Peggy goes to our in-district high schools several times a year to meet with students in the FYE direct college courses and advise 4th and 5th year early middle college. This has greatly improved the relationships with our local high schools which is much needed in the admissions office. More importantly, it ensures that the high school students are on track to graduate from MCCC.

Peggy also visits on-campus FYE courses several times a semester to help these students who are mostly undecided find a path that is right from them. She assists them with career assessments and then meets with them outside of class.

Finally, Peggy plays a big part in the success of Admissions Events for middle school and high school students who come to campus. Peggy and the other professional counselor, Kelly, have showcased excellence by developing career exploration curriculum for visiting students to help them find their professional path. This curriculum ranges from basic career exploration which can be done for 8th graders to more advanced curriculum for high school seniors to help them focus in preparation for college.

Peggy truly embraces the mission of MCCC. She is student-focused. Her work showcases how students come first. She is a great asset to MCCC and the Enrollment Team.

- C. 3. b. (2) 17. President Quartey summarized his reports to the Trustees, which he sends to the Board every other week.

President Quartey noted that, as stated earlier, enrollment is up 8 percent. Several campus engagement activities have occurred, including grilling for the campus and the Employee Recognition Breakfast. He thanked the Campus Engagement Committee and the Human Resources Office for leading these initiatives to build greater camaraderie on campus.

The faculty contract has been concluded and signed. A minor update will be presented later in this meeting.

At the federal level, the final education budget has still not been concluded. The president's recommendation includes elimination of TRIO programs; however, MCCCC received a letter this week for continuation of our upward Bound Program. Other institutions have lost their programs as a result of "DEI violations."

There are still concerns about President Trump's Executive orders in relation to DEI initiatives. MCCCC is going to submit the new strategic plan without the Diversity value as institutions are under siege and many are being "punished" for DEI initiatives. The mandates are unclear, and we need to err on the side of caution. Dr. Quartey announced that he is recommending that all mention of Dei be removed from MCCCC's Mission, Vision, and Values, and Strategic Plan. More information on this topic will be presented at a later date.

A federal government shutdown is anticipated if not budget resolution is reached by September 30<sup>th</sup>. A state government shutdown is anticipated if no budget resolution is reached by September 30<sup>th</sup> as well.

Tomorrow, Dr. Quartey will be visiting the IHM to present on the millage. He has already visited Frenchtown Charter Township and Bedford Township, and plan to visit Dundee Township next.

- C. 3. b. (3) 18. Joshua Myers, Executive Director of The Foundation and Director of Government and Alumni Affairs, announced that the next item of the month for Heck's Market is toilet paper.

- C. 4. a. (1) 19. Chair Mason gave an update on the President's contract. He handed out a spreadsheet, last column shows the original base values math as far as inflation, perhaps a good time to look at the information. Chair Mason appoint the following Trustees to research presidential compensation,

Presidential Compensation Committee:

Lynette Dowler

Kristy Svatek-Whitson

Linda Roberts

- C. 4. a. (1) 20. Joshua Myers, Executive Director of The Foundation and Director of Government and Alumni Affairs, announced that the Heck's Market item of the month is toilet paper.

- C. 4. a. (1) 21. Joshua Myers, gave the Board an update on the activities of The Foundation.

Dr. Myers reported that The Foundation Board met on June 25th. They awarded \$2,500 through their Excellence in Innovation Funds to Amanda Althouse and Angela Costa, The Foundation Board also helped fund projects outside of the budget cycle through the Momentum Book Scholarship. He gave Kudos to the Student Success Center, led by Amanda Althouse for the Momentum and Eliminating Barriers Program.

Dr. Myers announced that the Foundation is making a change to its business function. This is reported on form 1098. The Alumni Golf Outing. More Teams coming back. September 30<sup>th</sup>, Scholarship Dinner is scheduled for September 30<sup>th</sup>. Heck's Market continues with its item of the month program, and is getting a new sign.

- C. 4. b. (3) 21. It was moved by Trustee Dowler and seconded by Trustee Edwards that the Board moved into Closed Session in accordance with Sections 8(c) and 8(h) of the Michigan Open Meetings Act, to discuss issues related to negotiations of a collective bargaining agreement.

A roll call vote was taken as follows:

Yes [6] Kristy Svatek-Whitson, Lynette M. Dowler, Aaron N. Mason,  
Nicole R. Goodman, Linda M. Roberts

Nay [0] None

The motion carried and the Board moved into closed session at 7:36 p.m.

22. The Board resumed open session at 7:52 p.m.

- C. 4. b. (2) 23. Mary Kay Thayer gave the Board a written update on the Michigan Community College Association (MCCA) Board of Directors Meeting, held May 15-16, 2025, in Detroit. A copy of Trustee Thayer's report is part of the permanent board file and can be obtained from the President's office.
- C. 4. b. (4) 24. Chair Mason provided an update for the board on the board authorization for him to consult with legal counsel regarding the actions of public officials and others during the June 23<sup>rd</sup> 2025 board of Trustees meeting and whether any of those actions might constitute violations of the Elliot-Larsen Civil Rights Act, Michigan Ethics laws, criminal statutes, or other applicable state laws. Chair Mason was able to report back to the board that prior legal advice and training provided by our attorney at Butzel Long in open session regarding ELCRA and other updates received through the attorney or administration regarding recent Executive Orders is still valid and referenceable to the Board. Counsel reaffirmed that requiring bathroom use based on biological sex, as had been requested by public officials and others in the June 23<sup>rd</sup> letter would be a violation of Michigan Civil Rights Law. While federal executive orders may complicate matters in terms of potential funding pressures, they do not override state law in this regard. Chair Mason further inquired with counsel on whether his concerns of criminality were misplaced. Specifically, Chair Mason inquired on the validity of the following concerns:

- Was there a quid pro quo offer to compel MCCC to violate the law?
- Was there a litmus test threat to compel MCCC to violate the law?
- Did misconduct in office possibly occur by one or more of the "signers" of the letter?
- Did extortion possibly occur in the form of attempting to compel MCCC to act against its will and contrary to law?
- Did conspiracy to commit misconduct in office or extortion possibly occur?
- If it was a conspiracy, could the culpability of one or more participants be transferred to the remaining participants?
- Could Reckless Disregard or willful blindness to the law serve to fulfill the element of intent (to break the law) in the possible conspiracy?
- Could some of the language in the letter that gives the appearance of compliance to the law serve as evidence of the furtherance of the conspiracy - meaning to garner more participants to an unlawful request?

Chair Mason explained that he was unable to alleviate any of these concerns with counsel and is left with the understanding that pursuit of these matters would likely depend on the discretion and aggressiveness of authorities involved. Chair Mason explained that at this point he believed it was prudent to report back to the board and that he was not going to inquire with or make any further requests of counsel, absent any further direction from the board. Chair Mason explained that he is not making a recommendation to the board other than to encourage each trustee to carefully consider the matter, avoid potential conflicts of interest, and to let the Chair know if further engagement with counsel is desired.

- C. 4. b. (4) 25. Chair Mason noted the upcoming events. Dr. Quartey reminded the Board that he would be out the country between October 1st through the 8<sup>th</sup> on mission trip.
- C. 4. b. (5) 26. *It was moved by Trustee Goodman and supported by Trustee Edwards that the meeting be adjourned.*

The motion carried and the meeting adjourned at 8:07 p.m.

Respectfully submitted,

Aaron N. Mason  
Chair

Nicole R. Goodman  
Secretary

pd/

These minutes were approved at the October 27, 2025, regular meeting of the Board of Trustees.