

MINUTES OF THE SPECIAL MEETING OF
THE BOARD OF TRUSTEES
OF MONROE COUNTY COMMUNITY COLLEGE

Monroe County Community College
1555 S. Raisinville Rd.
Cabinet Conference Room, S-134
5:00 p.m., September 19, 2025

Present: Lynette M. Dowler, Julie M. Edwards, Nicole R. Goodman, Aaron N. Mason, Linda M. Roberts, Kristy Svatek Whitson

Not Present: Mary Kay Thayer

Also Present: Kojo Quartey, Pamila Fisher (ACCT Consultant- virtual), Penny Dorcey

1. Chair Aaron Mason called the meeting to order at 5:05 p.m. He noted that all Trustees were present with the exception of Trustee Mary Kay Thayer. The purpose of the meeting is to complete part B of the presidential evaluation, to discuss the Board self-assessment, and for Board training.
2. There were no delegations present.
3. Chair Mason handed out a list of “Training Points to Consider” submitted by Mary Kay Thayer, and a sample code of conduct from Kalamazoo Valley Community College received by Trustees Mary Kay Thayer and Nicole Goodman that they received at the MCCA Summer Conference in August. Chair Mason noted that he added sections from MCCC’s policy to compare them with KVCC’s.
4. Chair Mason thanked Dr. Pamila Fisher for facilitating the meeting to review the Board’s self-assessment. He noted that the importance of Board training and that finding time that works for all the Trustees has been a struggle.
5. Chair Mason went over the retreat purpose and outcomes. He briefly highlighted the agenda: trustee roles and responsibilities, presidential evaluation, and Board self-assessment. Dr. Fisher is here to help facilitate healthy conversations about those assessments.

Dr. Fisher added that she would like to work with the board on establishing some goals for their 2025-2026 year as well. One of the things she would like to see the Board focus on is Board goals. She also noted how hard it was to find a time for the whole Board to attend this training with their busy schedules, but their attendance tonight is a good sign that the Trustees take their roles very seriously.

6. Chair Aaron Mason explained that the bulk of the presidential evaluation was done in a special meeting in closed session on August 7, 2025. Tonight, he will present a summary of that meeting and then at the next regular Board meeting they will discuss the president’s compensation as the next discussion point of the evaluation. He read the following summary of the presidential evaluation based on the feedback given by the Trustees.

“The Board met on August 7, 2025 to discuss the performance of the President for the academic and fiscal year of 2024/2025. In order to help facilitate evaluation discussion, each Trustee

submitted ratings and commentary on key functional areas of the college prior to the August 7, 2025 meeting. The general consensus of the Board's ratings, commentary, and discussion on the President's Performance was that the President is exceeding the expectations of the Board in numerous areas and meeting the expectations in the remaining areas. While there were some individual board member below-expectations opinions or concerns expressed in commentary and/or ratings in some areas, they were often an outlier to Board consensus. The President continues to have his dedication to his job and the college as his strongest performance factor."

Chair Mason noted that this summary is very similar to last year's summary, although there have been improvements in some areas.

7. Dr. Fisher led the Board in a review of their self-assessment. She explained that board self-assessment is a very important activity. Accreditation expects boards to engage in self-assessment, but boards do it because it is a best practice, a way of saying, "We took some quality time, we paused and we focused on this issue, and asked ourselves, 'How are we doing, and do we agree on how we are doing?' More importantly, what could we do to be even better?" Self-assessment helps boards to become a more unified team and more importantly, get the best possible results from their work together.

Dr. Fisher asked each Trustee to share how each of them felt about the effectiveness of the Board and how they felt about being a part of the Board.

- Anticipate questions
- Act as a collective

Anything substantive, President Quartey should share with all of the Trustees in his report.

She suggested that the Board hold workshops prior to each meeting to prepare for the regular meeting and give them a chance for dialog and to ask more questions. She said that a calendar for each month would be useful for discussion points and determining how to deal with outside influences. Additionally, she recommended that the Board take a look at their policy on public comment and the security and safety measures they have in place.

- Calendar
- Policy Board, look at the big picture going down the road
- Monitor the President and outcomes.
- Take more opportunity to talk
- Engage in more professional development
- Discuss how to handle outside influences
- Work toward unified cohesion of the Board
- Be prepared for the Board meeting
- Make sure the Board policies are up to speed
- Send the Bylaws to the Councils after they go to the Board for the first time
 - October meeting first reading
 - Send to the Councils
 - Back to the Board for approval
 - Redline version to the Chair, vice chair, and secretary
- Suggested Google Appointment for setting up special meetings and workshops
- Guide to Trustee Roles and Responsibilities

- Top Twenty Truths for Effective Trusteeship

8. *It was moved by Trustee Thayer and supported by Trustee Dowler that the Board approve the 2025-2028 Faculty Contract as ratified by the Monroe County Community College Faculty Association.*

The motion carried unanimously.

9. *It was moved by Trustee Roberts and supported by Trustee Goodman that the meeting be adjourned.*

The motion carried and the meeting adjourned at 7:41 p.m.

Respectfully submitted,

Aaron N. Mason
Board Chair

Nicole R. Goodman
Board Vice Chair

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