

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

The Board Room, Z-203
La-Z-Boy Center
5:30 p.m., March 23, 2026

Present: Lynette M. Dowler, Julie M. Edwards, Nicole R. Goodman (arrived at 5:38 p.m.), Aaron N. Mason, Linda M. Roberts, Kristy Svatek-Whitson, Mary Kay Thayer

Also Present: Amanda Althouse, Gabe Beauvais, Scott Behrens (Microsoft Teams), Brian Bertram, Abby Carr, Kevin Cooper, Paula Cooney, Christopher Gossett, Anne Crimmis, Nickie Hampsher, Hubbert, Jason King, Barry Kinsey, Denise Lindemann, Gerald McCarty, Joshua Myers, Mike Neaves, Omaira Ortiz, Tina Pillarelli, Kojo Quartey, Helen Stripling, Frank Thomas, Beverly Tomek, Linda Torbet, Joe Verkennes, Carl Whitson, Quri Wygonik (Microsoft Teams), John Wyrabkiewicz, Penny Dorcey

1. Chair Mason called the meeting to order at 5:35 p.m.
2. There were no delegations present.

1. The Board agreed by unanimous consent to add the Pledge of Allegiance to the April agenda for discussion.

B. Consent Agenda

B. 2. a. (1) 2. *It was moved by Trustee Thayer and supported by Trustee Edwards that the following items on the Consent Agenda be approved:*

- B. 2. a (1) Approval of the minutes of the February 23, 2026, regular meeting of the Board of Trustees.
- B. 2. a (2) Board Authorization for the President to Execute a Continuing Administrative Contract – Hampsher
- B. 2. a (3) Board Authorization for the President to Execute a continuing Faculty Contract to Administrator – Hampsher
- B. 2. a (4) Board Authorization for the President to Execute a Continuing Administrative Contract – J. Wyrabkiewicz
- B. 2. a (5) Board Authorization for the President to Execute a Continuing Faculty Contract to Administrator – J. Wyrabkiewicz
- B. 2. a (6) Board Authorization for the President to Execute a Continuing Administrative Contract – C. Gossett
- B. 2. a (7) Board Authorization for the President to Execute a Continuing Faculty Contract to Administrator – C. Gossett
- B. 2. a (8) Board Authorization for the President to Execute a Continuing Administrative Contract – Hubbert
- B. 2. a (9) Board Authorization for the President to Execute a Continuing Faculty Contract to Administrator – Hubbert
- B. 2. a (10) Board Authorization for the President to Execute a Probationary Administrative Contract – Thomas

The motion carried unanimously.

3. Old Business

- a. Written
- b. Verbal

4. New Business

- a. Written
- b. Verbal

B. 4. a. (1) 3. *It was moved by Lynette Dowler and supported by Mary Kay Thayer that the Board approve the adoption of the following resolution of commendation for Ms. Penny Dorcey:*

WHEREAS, Penny Dorcey has announced her intent to retire from her position as executive assistant to the president and secretary to the Board of Trustees, effective March 31, 2026 after 29 years of dedicated service to MCCC, and

WHEREAS, she has served par excellence in her most recent position for more than 10 years, organizing and maintaining the president's schedule on a daily and weekly basis, scheduling and compiling board agendas and taking minutes at all board meetings, arranging board retreats, organizing board travel and loyally serving the board and president, and

WHEREAS, she has demonstrated a strong commitment to enriching and transforming lives in our community by advocating for students, faculty, staff and the community, and

WHEREAS, she has effectively maintained MCCC's relationships with the Association of Community College Trustees, American Association of Community Colleges, Higher Learning Commission, Michigan Community Colleges Association and many other governing and advocacy organizations, and

WHEREAS, she was critical and instrumental in the distribution of information for the 2016 Maintenance and Improvement Millage, scheduling appearances for the president, board and others, as well as volunteering her own time after hours, and

WHEREAS, she effectively led the College's current affairs and diversity series, arranging numerous speakers and liaising with the Human Resources Office to facilitate virtual presentations, and

WHEREAS, she organized the college's Adopt-A-Highway program – a program with which has been intricately involved at a personal level – as well as other programs involving the community such as the March of Dimes, Relay for Life, Habitat for Humanity home builds, Monroe County Bed Race for Children, YMCA Corporate Cup and much more, and

WHEREAS, in addition to being council recorder from 2014-present, she served on numerous campus governance committees, including Staff Council from 2012-2023; Administrator Council from 2023-present, Governance Evaluation Committee, for which she served as secretary from 2014-present; Institutional Governance Committee. 2010-2013 (chair 2012-2013), Learning Resources Committee from 2008-2012, Strategic Planning Committee from 2023-present, and

WHEREAS, she served on various other committees, including as secretary for the Sports Committee, Agriculture Advisory Committee and Entrepreneurship and Innovation Advisory Committee, and as a member of the Support Staff In-Service Day Committee, HLC Steering Committee, Institutional Staff Development Committee, Support Staff Sunshine Committee, Institutional Staff Development Ad Hoc Committee, Energy Committee and the Campus and Community Events Committee, and

WHEREAS, she is also assisting the hiring committee for her replacement to ensure a smooth transition for the president, the Board of Trustees and the entire campus, and

WHEREAS, prior to serving in the president's office, she held a number of positions at MCCC, including administrative assistant to the dean of humanities and social sciences, administrative assistant to the director of financial aid, financial aid data clerk and financial aid student assistant, the position which began her career at MCCC in 1996, and

WHEREAS, she holds an Associate of Science degree from MCCC, a Bachelor of Arts degree for Siena Heights University and has pursued master's level coursework at the University of Phoenix, and

WHEREAS, she has served as an instructor in basic Internet, is proficient with numerous office software programs and has been a campus leader in Roberts's Rules of Order and institutional governance, and

WHEREAS, she has been a trusted employee of the college for three decades, And

WHEREAS, she is a true testament to the student and community focus of Monroe County Community College, and her dedication to serving students, employees and the community for three decades has made her a true ambassador for MCCC's mission of enriching lives in Monroe County through student-focused higher education.

THEREFORE, BE IT RESOLVED that the Board of Trustees recognize Penny Dorcey for her many 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 23, 2026.

The motion carried unanimously.

- B. 4. a. (2) 4. *It was moved by Trustee Goodman and supported by Trustee Edwards that Kellyann Navarré be selected as the 2025-26 Alumnus of the Year.*

The motion carried unanimously.

- B. 4. a. (3) 5. *It was moved by Trustee Dowler and supported by Trustee 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.*

The motion carried unanimously.

- B. 4. a. (4) 6. *It was moved by Trustee Thayer and supported by Trustee Dowler that Policy 3.05, Tuition and Fees, be revised as presented with a correction to out-of-state fees beginning fall 2025 changed from \$255,62 to \$255.62.*

<u>Tuition</u>	Beginning <u>Fall 2025</u>	Beginning <u>Fall 2026</u>
*Resident (per billable contact hour)	\$134.33	\$ <u>139.70</u>
Non-Resident (per billable contact hour)	\$229.47	\$ <u>238.65</u>
Out-of-State/International (per billable contact hour)	<u>\$225.62</u>	<u>\$ 265.85</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

Miscellaneous Fees

Technology Fee (per billable contact hour)	<u>\$29.50</u>
Technology Fee (per non-credit clock hour).....	<u>\$ 3.00</u>
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.

The motion carried (4) four to (3) three, with Trustees Svatek-Whitson, Roberts, and Goodman voting no.

- B. 4. a. (5) 7. *It was moved by Trustee Roberts and supported by Trustee Dowler that the Board approves Policy 12.05, Professional Staff Salary Schedule as revised.*

The motion carried unanimously.

- B. 4. a. (6) 8. *It was moved by Trustee Thayer and supported by Trustee Roberts the Board approves Policy 2.19, Management Salary Schedule as revised.*

The motion carried unanimously.

C. Information and Proposal

1. Delegations
2. Non-Staff Communication and Reports
3. President and Staff

- C. 3. a. (1) 9. President Quartey announced the following staff appointment, continuing administrative contracts, continuing faculty contracts to administrator, probationary faculty contract and retirement:

Staff Appointment:

Matthew Colpaert, Power Systems Chief, effective March 23, 2026 (replacing Michael Neaves who was promoted to Supervisor)

Continuing Administrative Contracts (July 1, 2026 – June 30, 2028):

Nickie Hampsher, Director of Financial Aid

John Wyrabkiewicz, Chief Information Officer

Christopher Gossett, Manager of Enterprise Data Services

Rick Hubbert, Manager of Information Technology Infrastructure

Continuing Faculty Contract to Administrators (July 1, 2026):

Nickie Hampsher, Director of Financial Aid

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, 2026 – June 30 2027):

Frank Thomas, Vice President of Finance and Administration

Retirement:

Tracy Rayl, Assistant Professor of Biology, effective May 14, 2026

- C. 3. a. (2) 10. Frank Thomas, Vice President of Finance and Administration/Treasurer, presented the Statement of General Fund Revenues and Expenses for the Vice President Thomas reported that reported that the College is within budget targets and that about 66 percent of the fiscal year has passed. In all areas except administration, expenses are under budget. Revenues are over budget, which is positive. Mr. Thomas further explained that the administration line is over budget because of the ERC payment. Some line items were paid up front earlier in the year, so their percentage of budget looked high earlier but is now beginning to decrease and level out.

Mr. Thomas added an update on maintenance/repairs. The maintenance team found two leaks in the geothermal system. The original installer confirmed the leaks. The “hard part” (finding the leaks) is done. The installer will schedule about five days on site (estimated) to dig and repair. The estimated cost is about \$30,000 to fix both loops. In response to trustee questions regarding warranty coverage, Mr. Thomas clarified that the original system warranty has expired, and therefore the college cannot rely on that warranty for the current issue; however, the contractor has indicated that the repair work itself will be warranted, with the expectation that if a failure related to the repair occurs shortly thereafter, it would be addressed under that workmanship warranty. Trustees requested that administration obtain and provide a written summary and root-cause explanation once the area is excavated and evaluated, so the Board can better understand the nature of the failure, any potential recurring risk, and implications for future capital planning and maintenance budgeting.

Following the discussion about the geothermal system, Trustee Roberts inquired about the status of the elevator in the Campbell Building,

asking whether the cause of the malfunction and the cost to repair had been determined, and further noting that the elevator system was redone when the building was renovated in 2021–2022, raising the question of whether the contractor might bear responsibility under warranty. Vice President of Finance Frank Thomas responded that electrical meters had been placed on the elevator but no definitive electrical issue had been detected, and that the problem is currently suspected to involve door sensors, though the diagnosis is not yet final. He stated that the appropriate parties are continuing to investigate the cause of the failure and that, once the issue is clearly identified, the college will determine whether the repair may be covered under warranty.

Trustees also expressed broader concern about ensuring that future capital improvement decisions—including any further geothermal or major mechanical investments—are informed by this analysis, and requested that a more comprehensive facilities overview (covering major systems, recent failures, warranty status, and projected capital needs) be brought forward in conjunction with upcoming budget workshops, to support long-term financial planning.

- C. 3. a. (3) 11. Vice President of Enrollment Management and Student Success Scott Behrens reported that revisions to Procedure 6.1.8C –Procedures for Signs and Posters primarily serve to codify existing practices rather than introduce substantive changes. He explained that the updated procedure formalizes long-standing rules for the placement of signs and posters and incorporates additional opportunities for communication, including the use of the Agora and the College’s digital signage screens. The procedure clarifies that individuals may not independently install permanent signage; instead, such requests must begin with Marketing/Communications (Joe’s office) to ensure consistency with the College’s branding policy and must involve Maintenance, which is responsible for installation. The revision also addresses directional and temporary signage used by external groups holding events on campus, specifying that such signage requires prior approval and that sponsoring organizations are responsible for removing their signs after events, rather than leaving that work to Maintenance staff.

Regarding Procedure 3.10(a) – Academic Dishonesty, Dr. Behrens noted that the revision makes a focused change to the appeal/arbitration process. Under the previous procedure, Step 2 of an academic dishonesty appeal came directly to his office. The updated procedure routes Step 2 first to the Deans, who

the appropriate subject-area expertise to review and assess disciplinary issues. Dr. Behrens stated that his office will now become involved only when a matter proceeds to a formal hearing, at which point he will continue to arrange and oversee the hearing process. He emphasized that no changes are made to the hearing stage itself; the adjustment is intended to streamline the process and align decision-making with academic units best equipped to evaluate the cases.

- C. 3. b. (1) 12. President Quartey summarized the bi-weekly reports he provides to the Board. He reported that the written President’s Report had been distributed to the Board prior to the meeting. He noted that Executive Assistant to the President and Secretary to the Board of Trustees, Penny Dorcey, will retire effective March 31, 2026, after many years of service to the College, and that applicant interviews are for her replacement. He informed the Board that the administration had conducted internal investigations on certain matters and that appropriate corrective action has been taken.

Dr. Quartey provided additional enrollment information, indicating that updated enrollment data had been shared with the Board for review. He reported that the College had received an inquiry and activity related to Turning Point USA, and that he had previously emailed the Board regarding the situation and the steps taken, noting that the College has moved forward in addressing the matter. He further reported on the Welch Health Education Simulation Center, thanking trustees who attended the recent event and highlighting the importance of the facility for instructional purposes. Dr. Quartey updated the Board on the One Book, One Community program, noting that activities are ongoing and that author Michael Finkel will visit on March 25th as part of the program.

Finally, Dr. Quartey announced that the College has received \$2.9 million from the Ralph C. Wilson Grant. He concluded his remarks by indicating that the remaining item related to the closures of Lourdes and Siena Heights and the impact on students would be addressed under the next agenda item.

Trustee Lynette Dowler asked about Montcalm Community College in the context of the enrollment data included with the President's Report. Specifically, she said she had noticed a large increase in their numbers and asked whether something specific had happened there to cause it. She requested more context or an explanation for Montcalm's unusually large, reported enrollment change, to see if there was something MCCC could learn from their experience. Dr. Quartey will gather information and present it at the regular meeting in April.

- C. 3. b. (2) 13. Under discussion of displaced students from recently closed institutions, Vice President of Instruction Scott Behrens reported that a significant number of colleges have closed nationally and that research indicates only about 70 percent of affected students re-enroll elsewhere, raising concern that many may not complete their education. He requested Board approval to offer in-county tuition rates to students displaced by the closures of Lourdes University, Siena Heights University, and Concordia University–Ann Arbor, provided they can demonstrate prior enrollment at one of these institutions (e.g., via transcripts). Dr. Behrens explained that this would be a tuition adjustment designed to encourage displaced students to continue their education at the College.

Following discussion, trustees considered how long such an in-county tuition should apply, including the need for both a reasonable enrollment window and a defined end point for the reduced rate, while still supporting students who may need time to make new educational plans. Trustees expressed support for assisting these students and acknowledged both the academic and financial disruptions caused by the institutional closures.

It was moved by Trustee Edwards and supported by Trustee Goodman that the Board authorize in-county tuition for eligible students from Lourdes University, Siena Heights University, and Concordia University–Ann Arbor who enroll at the College no later than Winter 2027, with the in-county tuition rate applying through Summer 2029.

The motion carried unanimously.

- C. 4. b. (1) 14. Vice President of Finance and Administration Frank Thomas requested that the Board confirm the date for its annual budget study session so that administration could proceed with detailed budget preparation and scheduling. He noted that the Board customarily holds this session on the first Monday in June, and proposed Monday, June 8, for the current year. Trustees briefly reviewed their calendars and acknowledged potential proximity to Foundation Board activities, but indicated that June 8 would be acceptable. By consensus, the Board agreed to the Board Budget Study Meeting on Monday, June 8, with formal notice and details to be provided by the administration.

- C. 4. b. (2) 15. Chair Aaron Mason explained that there were some minor changes to the Conflict of Interest and Code of Ethics Statement Agreement and that the Trustees should review it prior to the April 27, 2026, regular meeting of the Board of Trustees and be ready for discussion.

- C. 4. b. (3) 16. Future Business:

1. Adding the Pledge of Allegiance to the agenda with an updated related policy on the next board meeting agenda and prepare the policy summary for that discussion.
2. Continue coordination with Bedford (and other local partners) to enroll displaced dual-enrollment students from Lourdes, Siena Heights, and Board.
3. Provide updated enrollment and scholarship-application context (including implications from the recent decline in Foundation scholarship applications) Trustee consideration during budget discussions

4. Provide written summary and root-cause evaluation for the Warfield geothermal leaks (including repair plan, estimated cost, warranty status, and whether this is likely to recur) and provide formal written estimate for repair work.
5. Investigate the Campbell Building elevator issue, determine if repair is under warranty, and report findings and cost estimates to the board
6. Provide current student residency breakdown (in-county vs. out-of-county/out- of-state) and confirm the number/percentage of in-county students for Board reference.
7. Prepare a facilities overview report (covering recent major repairs, warranties, expected capital needs, and recommendations budgeting) for an upcoming budget workshop or board study meeting.
8. Coordinate outreach to displaced students from Lawrence, Lourdes (and Concordia per updated list), develop and publish the in-county tuition offer procedure (including application deadline, proof/transcript requirements, enrollment timeframe), and implement outreach to recruit these students.
9. Data on the cause of Montcalm Community College's large enrollment jump.

C. 4. b. (4) 17. Chair Mason announced the upcoming events adding the date and time of Penny Dorsey's retirement reception on March 27th at 1:00 p.m. in the La-Z-Boy Atrium.

C. 4. b. (4) 18. *It was moved by Trustee Dowler and supported by Trustee Roberts that the meeting be adjourned.*

The motion carried and the meeting was adjourned at 7:12 p.m.

Respectfully submitted,

Aaron N. Mason
Chair

Nicole R. Goodman
Secretary

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These minutes were approved at the April 27, 2026 regular meeting of the Board of Trustees.