

BOARD OF TRUSTEES
CHARLES STEWART MOTT COMMUNITY COLLEGE
OFFICIAL MINUTES OF REGULAR MEETING, JANUARY 22, 2007
VOLUME 38

SCHEDULED MEETING:
7:30 p.m.

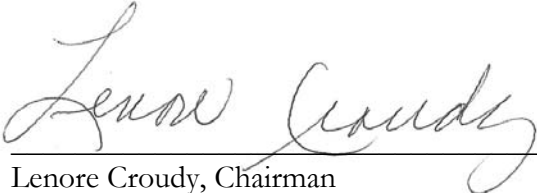
BOARD CONFERENCE ROOM:
North Ballroom,
Prah College Center

TRUSTEES PRESENT:
Lenore Croudy
Andrew (Andy) Everman
Albert J. Koegel
John L. Snell, Jr.
Celia M. Turner

TRUSTEES ABSENT:
James Bettendorf
Ehren Gonzales

PRESIDING OFFICER: Lenore Croudy, Chairman
Regular Board Meeting: 7:30 p.m. to 8:15 p.m.

Certified As Correct:



Lenore Croudy, Chairman



James B. Bettendorf, Secretary

BOARD OF TRUSTEES
CHARLES STEWART MOTT COMMUNITY COLLEGE
Regular Meeting, January 22, 2007
Volume 38

Minutes of Regular Meeting of January 22, 2007

COMMITTEE OF THE WHOLE SESSION:

The Committee of the Whole session consisted of presentations by Susan Poole and David Miller of the Ruth Mott Foundation regarding Gilkey Creek restoration, Larry Koehler, Executive Director Physical Plant and College Architect, describing college plans to alleviate the impact of Gilkey Creek restoration on college parking, and Kelli Sproule, Chief Financial Officer, regarding the mid-year amended budget. The session concluded at 7:27 p.m.

I. CALL TO ORDER:

Chairman Croudy called the meeting to order at 7:30 p.m.

II. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

III. ADOPTION OF AGENDA

Chairman Croudy called for a motion to adopt the agenda.

MOVED BY TRUSTEE TURNER, SUPPORTED BY TRUSTEE SNELL THAT THE BOARD ADOPT THE AGENDA AS PRESENTED.

Chairman Croudy called for a vote on the adoption of the agenda as presented.

ALL PRESENT VOTED AYE. MOTION PASSED.

IV. SPECIAL PRESENTATIONS

Chairman Croudy called on President Shaink who introduced Scott Jenkins, Vice President for Student and Administrative Services. Mr. Jenkins introduced Paul Holdren, the MCC Wrestling Club Coach. Coach Holdren described the club's program and success including the recruitment of 22-24 young men to wrestle. He also noted that the team won a collegiate tournament with six champions out of ten weight classes in which they competed and that the team has several nationally ranked wrestlers. Furthermore, he said that the club is ranked #2 out of 160 teams in the nation. Coach Holdren also mentioned that the team mentors middle school kids through the Flint Youth Wrestling program which includes tutoring, character development, nutrition, and wrestling. He mentioned that USA Wrestling, the governing body for USA Olympic wrestling, has recognized the program. He thanked everyone for their support.

Mr. Jenkins then introduced Tom Healey Athletic Director. Mr. Healey described Men's Basketball Coach Steve Schmidt and his integrity, self-sacrifice, and accomplishments including an overall record of 396-107 in his 16th season. Mr. Healey noted that Coach Schmidt's teams have won a national championship, three national title games, four regional titles, five state titles, and eight conference titles.

Coach Schmidt indicated that he took great pride in the successes of his student athletes. He said he was pleased with the impact the program was having on young people. He also indicated he was humbled by the recognition. He thanked the board for its support.

President Shaink introduced Dr. Steve Robinson, AQIP Coordinator. Dr. Robinson presented an overview of the AQIP Action Cycle. He also mentioned the role of AQIP in strategic planning. In addition, he shared the seven-step quality process and an update on the three AQIP action projects: Employee Professional Development and Training, Degree Audit Planning and Implementation, and Cooperative Education and Experiential Learning. He provided the problem statements authored by the action project team leaders. He went on to describe the nine AQIP categories. He emphasized that it takes time to make AQIP part of the college culture, but that the college was well on its way. He answered several questions from board members.

V. COMMUNICATIONS

There were no communications to the Board this month.

VI. COMMENTS FROM THE PUBLIC

There were no comments from the public.

VII. APPROVAL OF MINUTES

MOVED BY TRUSTEE EVERMAN, SUPPORTED BY TRUSTEE TURNER, THAT THE REGULAR BOARD MEETING MINUTES OF DECEMBER 18, 2006 BE APPROVED AS PRESENTED.

Chairman Croudy called for a vote on the motion to approve the December 18, 2006 meeting minutes.

ALL PRESENT VOTED AYE. MOTION PASSED.

VIII. INFORMATIONAL REPORTS

Acceptance of Standing Board Committee Reports:

1. Personnel (Turner, Bettendorf, Gonzales): Trustee Turner reported that the Personnel Committee met on January 17, 2007. Notes from that meeting appear as Attachment A.

2. Finance (Koegel, Everman, Snell): Trustee Koegel reported that the Finance Committee also met on January 17, 2007. Notes from that meeting appear as Attachment B.

IX. UNFINISHED BUSINESS

There was no unfinished business.

X. NEW BUSINESS

Consent Agenda:

Chairman Croudy called for a motion to approve the consent agenda.

MOVED BY TRUSTEE EVERMAN, SUPPORTED BY TRUSTEE SNELL THAT THE BOARD APPROVE THE CONSENT AGENDA.

CHAIRMAN CROUDY CALLED FOR A VOTE ON THE CONSENT AGENDA, ITEMS 1.26 AND 1.27.

ALL PRESENT VOTED AYE. MOTION PASSED.

Individual Action Item 1.28

Trustee Turner read the resolution.

Chairman Croudy asked for any discussion.

Chairman Croudy called for a vote to approve Item 1.28.

ALL PRESENT VOTED AYE. MOTION PASSED.

Individual Action Item 1.29

MOVED BY TRUSTEE KOEGEL, SUPPORTED BY TRUSTEE EVERMAN THAT THE BOARD APPROVE ITEM 1.29 PRAHL COLLEGE CENTER RENOVATION AND ABATEMENT PROJECT.

Chairman Croudy asked for any discussion.

Trustee Snell began a discussion about whether the college had secured capital outlay committee approval. President Shaink responded the college did not have the approval yet, but that he thought it would occur soon.

Chairman Croudy called for a vote to approve Item 1.29.

ALL PRESENT VOTED AYE. MOTION APPROVED.

XI. ADMINISTRATIVE ITEMS

President's Report:

President Shaink distributed the executive summary report and referred to the staffing transactions report. He noted important upcoming dates including future board meetings at extension sites in Lapeer in February and Clio in March. He thanked Susan Poole and David Miller from the Ruth Mott Foundation for their presentation and mentioned that it would alleviate the flooding in that area and be esthetically pleasing. He also thanked Larry Koehler, Kelli Sproule, Scott Jenkins, Tom Healey, Coach Schmidt, Coach Holdren and the wrestling club, and Dr. Steve Robinson.

He then called on Mark Kennedy to introduce new employees. Mr. Kennedy introduced Jim Shurter, Graphic Design Instructor and Paul Jordan, Social Work Tech Instructor.

XII. MISCELLANEOUS BUSINESS

COMMENTS FROM BOARD MEMBERS (Item 4.06):

Trustee Turner commented on the positive work of the Ruth Mott Foundation, Larry Koehler, Scott Jenkins, Kelli Sproule, and the Wrestling Club.

Trustee Snell thought the college was fortunate to have good neighbors like the Ruth Mott Foundation. He found the plans exciting.

Trustee Everman mentioned that he had attended an event for Governor Granholm. He brought copies of the children's book *M is for Mitten* for the other Trustees and gave a copy of the book that had been signed and dedicated to the college by the governor to President Shaink for the college library.

Trustee Koegel had no comments.

Chairman Croudy indicated that she appreciated the staff for the good things they were doing and her fellow board members for working as a team. She thanked President Shaink. She also noted that the board members may not always agree, but that it is important to continue to look after the best interests of the college.

XIII. EXECUTIVE SESSION

There was no executive session.

XIV. ADJOURNMENT

Chairman Croudy declared the meeting adjourned at 8:15 p.m.

PERSONNEL COMMITTEE

(Turner, Bettendorf and Gonzales via phone)

Wednesday, January 17, 4:00 p.m., CM 1019

Trustee Turner called the meeting to order at 4:05pm

Consent Agenda Items

Treasurer's Report for December 2006: Kelli Sproule described the report and highlighted the revenue and expenditures page. She also mentioned the balance sheet and the assets and liabilities of the college. She noted the Ballenger Trust revenue and expenditure savings from salaries and fringe benefits as well as lower utility costs.

Bid Award – Computer Lab Sun Server: Dr. Amy Fugate indicated that as a result of the review by the academic technology department a Sun server was determined to fit the needs of the computer labs in the RTC. She mentioned that the purchasing department informed her that the exclusive vendor in Michigan for Sun servers is Dewpoint. She also noted that funding for the equipment comes from the Technology fee.

Individual Agenda Items

2006-07 Budget Amendment: Kelli Sproule reviewed the 2006-07 January budget amendment. She highlighted the modified seven-year forecast by focusing on the revenue changes from tuition and fees, property taxes, and state aid. She also noted the expenditure changes from salaries and fringe benefits, as well as utilities. Trustee Turner asked a question about the 7-year budget projections showing the college in the red and how the college has managed to stay in the black. Ms. Sproule and President Shaink explained that the projections give the college the opportunity to make adjustments to remain in the black and that the whole college has had to watch expenses.

Prahl College Center Renovation and Abatement Project: Kelli Sproule advised the committee that the bidding process was complete. There were six local bidders and the college chose the lowest bidder. In addition, the college has worked with the chosen contractor before and had a positive experience on the prior project. She also noted that the funding for this project came from bond money. Larry Koehler indicated that this work would just be in the college center. Trustee Turner asked if this work was related to proposed library renovations and President Shaink indicated that it was not.

Other

Staffing Transactions Report: Mark Kennedy described the report. He pointed out the regular full-time and part-time hires as well as voluntary resignations.

Employee Update: Mark Kennedy provided a brief employee update.

President Shaink informed the committee of the conversation during the finance committee meeting regarding how the college can proactively inform state government officials about college needs and the effectiveness of the college to influence funding from state sources. He also mentioned that Trustees Everman and Koegel were interested in a report about community

and government relations consultant Gary Corbin. President Shaink asked the personnel committee members if they would like to see a report as well. The trustees indicated that they thought it would be appropriate to see a report.

Adjourned at 4:30pm

FINANCE COMMITTEE

(Koegel, Everman, Snell)

Wednesday, January 17, 12:00 noon, CM 1019

Trustee Koegel called the meeting to order on Tuesday, January 17, 2007 at 12:05 pm.

Consent Agenda Items

Treasurer's Report for December 2006: Kelli Sproule described the report and highlighted the revenue and expenditures page. She also mentioned the balance sheet and the assets and liabilities of the college. Trustee Snell asked about the impact of a decrease in property values on revenue. Ms. Sproule explained that because of south county growth, any decrease in value in other parts of the county had not yet affected revenue.

Bid Award – Computer Lab Sun Server: Dr. Amy Fugate indicated that as a result of the review by the academic technology department a Sun server was determined to fit the needs of the computer labs in the RTC. She mentioned that the purchasing department informed her that the exclusive vendor in Michigan for Sun servers is Dewpoint. She also noted that funding for the equipment comes from the Technology fee.

Individual Agenda Items

2006-07 Budget Amendment: Kelli Sproule reviewed the 2006-07 January budget amendment. She highlighted the modified seven-year forecast by focusing on the revenue changes from tuition and fees, property taxes, and state aid. She also noted the expenditure changes from salaries and fringe benefits, as well as utilities. The trustees then engaged administrators in a discussion of retirement costs and healthcare expenses. Ms. Sproule noted that the funding from the state did not cover the increase in mandatory state retirement fund contributions. The trustees then engaged in a discussion of the ways the college can proactively inform state government officials about college needs and the effectiveness of the college to influence funding from state sources. Trustee Everman requested a report on the work of community and government relations consultant Gary Corbin. Trustee Koegel agreed that a report would be interesting.

Prahl College Center Renovation and Abatement Project: Kelli Sproule advised the committee that the bidding process was complete. There were six local bidders and the college chose the lowest bidder. In addition, the college has worked with the chosen contractor before and had a positive experience on the prior project. She also noted that the funding for this project came from bond money. Trustee Koegel asked about the amount of bond money left and if the college could run out. Ms. Sproule indicated that the college still had \$15 million of bond authority from the original \$45 million approved by voter authorization and that the authorization would expire in 2010 or 2011. Trustee Snell asked about funding of the library project. Ms. Sproule indicated that the bill authorizing the funding had expired and would have to be re-introduced in the state legislature.

Other

Staffing Transactions Report: Mark Kennedy described the report. He pointed out the regular full-time and part-time hires as well as voluntary resignations. Trustees then engaged in a conversation with administrators about faculty workload. Mr. Kennedy then informed the trustees that HR was working to update job descriptions and that four union contracts would be up for renegotiation this year.

Employee Update: Mark Kennedy provided a brief employee update.

Adjourned at 1:00pm