

BOARD OF TRUSTEES  
CHARLES STEWART MOTT COMMUNITY COLLEGE  
OFFICIAL MINUTES OF REGULAR MEETING, MARCH 1, 2010  
VOLUME 41

SCHEDULED MEETING:  
7:30 p.m.

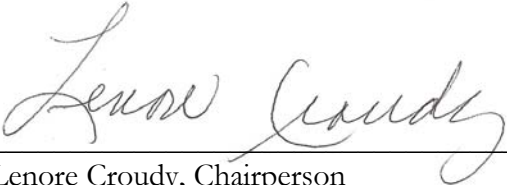
BOARD CONFERENCE ROOM:  
Applewood Café  
Prah College Center


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

TRUSTEES ABSENT:

PRESIDING OFFICER: Lenore Croudy, Chairperson  
Regular Board Meeting: 7:30 p.m. to 8:21 p.m.

Certified As Correct:

  
\_\_\_\_\_  
Lenore Croudy, Chairperson

  
\_\_\_\_\_  
Celia M. Turner, Secretary

BOARD OF TRUSTEES  
 CHARLES STEWART MOTT COMMUNITY COLLEGE  
 Regular Meeting, March 1, 2010  
 Volume 41

Minutes of Regular Meeting of March 1, 2010

COMMITTEE OF THE WHOLE SESSION:

Chair Croudy began the Committee of the Whole session by introducing President Shaink. Dr. Shaink informed everyone that today's workshop would consist of a tour of the Developmental Reading Room, Computer Lab and Interactive Classroom, located in the Curtice-Mott Building, as well as the new offices for Information Technology Services. He introduced Cheryl Bassett, Chief Technology Officer, who led the Trustees to the Reading Room, where she and Chris Bolla, Manager, Educational Media Services, explained the room's capabilities for distance learning, as well as technological advancements made in the room. Ms. Bassett then led the Trustees to the neighboring computer lab, where she and Randy Schapel, Director, Computing & Network Services, explained how the lab is used to improve reading skills, and also highlighted how the computer equipment was environmentally friendly, in keeping with the College's "green" initiatives. Finally, Ms. Bassett escorted everyone to the ITS office, where she explained the goal was to create a central location for faculty, staff, and students to go to for computer and network-related situations.

The session ended at approximately 7:20p.m.

I. CALL TO ORDER:

Chair 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

Trustee Joseph moved that the agenda be adopted. Secretary Turner seconded the motion.

ALL PRESENT VOTED AYE. MOTION PASSED.

Chair Croudy asked for a moment of silence in memoriam for former MCC faculty member Jack Carlsen.

There was no objection.

A moment of silence was held in Mr. Carlsen's honor.

IV. SPECIAL PRESENTATIONS

Chair Croudy announced that the first Special Presentation would be the swearing in of Trustee Faris, and called on Trustee's Faris's guest, Genesee County Circuit Court Judge Geoffrey Neithercut, to conduct the

ceremony. Judge Neithercut administered the oath of office to Trustee Faris, followed by a brief photo opportunity as well as the presentation of MCC lapel pins by Chair Croudy.

Chair Croudy called on President Shaink, who introduced Chief Technology Officer Cheryl Bassett, who delivered a presentation on a session offered by the College designed to assess a student's proficiency in, and, if necessary, prepare them for online courses and distance learning. Bill Reich, English Faculty and Director, Center for Teaching and Learning, explained the history and rationale for the development of the session, and demonstrated some of its segments. Ms. Bassett provided supplemental data, including implementation challenges and success rates for students enrolled in the session.

#### V. COMMUNICATIONS

There were no communications.

#### VI. COMMENTS FROM THE PUBLIC

There were no comments from the public.

#### VII. APPROVAL OF MINUTES

SECRETARY TURNER MOVED THAT THE REGULAR BOARD MEETING MINUTES OF JANUARY 25, 2010 BE APPROVED. VICE-CHAIR SNELL SECONDED THE MOTION.

ALL PRESENT VOTED AYE. MOTION PASSED.

TRUSTEE JOSEPH MOVED THAT THE SPECIAL BOARD MEETING MINUTES OF FEBRUARY 15, 2010 BE APPROVED. SECRETARY TURNER SECONDED THE MOTION.

ALL PRESENT VOTED AYE. MOTION PASSED.

VICE-CHAIR SNELL MOVED THAT THE SPECIAL BOARD MEETING MINUTES OF FEBRUARY 17, 2010 BE APPROVED. SECRETARY TURNER SECONDED THE MOTION.

ALL PRESENT VOTED AYE. MOTION PASSED.

#### VIII. INFORMATIONAL REPORTS

Acceptance of Standing Board Committee Reports:

1. Personnel (Turner, Joseph): Secretary Turner reported that the Personnel Committee met on February 17, 2010. Notes from that meeting appear as Attachment A.
2. Finance/Audit (Koegel, Everman, Snell): Treasurer Koegel reported that the Finance/Audit Committee met on February 17, 2010. Notes from that meeting appear as Attachment B.
3. Policy (Joseph, Snell, Turner): Trustee Joseph reported that the Policy Committee met on February 17, 2010. Notes from that meeting appear as Attachment C.

IX. UNFINISHED BUSINESS

Chair Croudy called for a motion to approve Item 1.38, Amendments to Board Policy Section 1005 (Definitions).

MOVED BY VICE-CHAIR SNELL, SECONDED BY TRUSTEE JOSEPH THAT ITEM 1.38 BE APPROVED.

ALL PRESENT VOTED AYE. MOTION PASSED.

X. NEW BUSINESS

Consent Agenda:

Chair Croudy called for a motion to approve the Consent Agenda.

MOVED BY SECRETARY TURNER, SECONDED BY VICE-CHAIR SNELL THAT THE BOARD APPROVE THE CONSENT AGENDA.

Chair Croudy called for a vote on the Consent Agenda, Item 1.39, Treasurer's Report for January 2010.

ALL PRESENT VOTED AYE. MOTION PASSED.

Individual Items:

Chair Croudy called for a motion to approve Item 1.40, Administrative & Academic Computers, Lifecycle Program – Purchase Request.

MOVED BY SECRETARY TURNER, SECONDED BY VICE-CHAIR SNELL THAT ITEM 1.40 BE APPROVED.

Chair Croudy called for the vote on Item 1.40.

ALL PRESENT VOTED AYE. MOTION PASSED.

XI. ADMINISTRATIVE ITEMS

President's Report: President Shaink distributed the Executive Summary, and called on Cheryl Bassett to introduce new employee Daniel Lamb. He then announced upcoming dates, including the rescheduled ACCT Legislative Summit, the NAACP Freedom Fund Dinner, the next Board Committee and regular meetings, and the MCCA Spring Board of Directors meeting, hosted by MCC. Dr. Shaink called upon Lennetta Coney, President, Foundation for Mott Community College, to provide information on the Distinguished Alumni and Retiree dinner, and Women's History Month activities, including a performance by Trustee Joseph. Ms. Coney also discussed the Foundation's current "Power of 10" campaign.

President Shaink then recognized Ms. Coney for receiving the Award of Excellence, sponsored by the Genesee District Library, as well the induction of MCC Police Chief Theresa Lock into the Phi Delta Kappa Sorority's Hall of Living Legends. He also acknowledged Chair Croudy for being awarded the Flint's Finest Award from Power of God Ministries.

Dr. Shaink then announced the upcoming Friends of Haiti benefit concert, March 19, 2010 at Woodside Church, beginning at 7:30pm. Finally, he extended a welcome to Trustee Faris, and congratulated the MCC Men's Basketball team on winning the state championship.

## XII. MISCELLANEOUS BUSINESS

COMMENTS FROM BOARD MEMBERS (Item 4.08):

Trustee Joseph thanked Ms. Bassett and her staff, as well as Mr. Reich for their presentations, and also thanked Ms. Coney for giving her the opportunity to participate in Women's History Month.

Treasurer Koegel said he was overwhelmed by what he saw tonight.

Trustee Everman commended tonight's presenters, and discussed the status of a fire protection grant awarded to the City of Flint, as well as the city's financial issues, and the possible ramifications to the College, requesting a report to the full Board on this subject. He also made reference to the legal ability of the Board to discuss potential Trustee candidates in closed session.

Secretary Turner welcomed Mr. Lamb, and thanked the evening's presenters. She also commented on the "Power of 10" campaign. She also expressed her delight in having Trustee Faris as part of the Board.

Chair Croudy congratulated Chief Lock on her achievement, and commented on the positive feedback she received from some of the Trustee applicants she spoke with.

Vice-Chair Snell said how proud he was of all the awardees, and complimented Ms. Bassett on such a good evening. He commended her and her colleagues for their efforts in helping bring older students up to par with reading skills. He also welcomed Trustee Faris to the Board.

Trustee Faris thanked the other members of the Board for their trust and offers to help. She thanked her husband, son, and sister-in-law, who were in attendance, as well as Judge Neithercut.

## XIII. EXECUTIVE SESSION

There was no Executive Session.

## XIV. ADJOURNMENT

Chair Croudy declared the meeting adjourned at 8:21 p.m.

Minutes submitted by Michael Simon, Assistant Secretary, Mott Community College Board of Trustees.

A copy of the official meeting minutes and a compact disc recording of the meeting in its entirety are available for public viewing/listening in the Mott Library, main campus.

**PERSONNEL COMMITTEE**

Wednesday, February 17, 2010, 2:00 p.m., CM 1019

Present: Turner, Joseph

The meeting was called to order at 2:04 p.m. by Trustee Turner.

**Unfinished Business**

Amendments to Board Policy Section 1005 (Definitions): A copy of the resolution as well as the revised policy section was provided. The resolution will be presented for a second reading and approval at Monday's meeting.

**Consent Agenda**

Treasurer's Report: Larry Gawthrop, Chief Financial Officer, reviewed the Treasurer's Report for the month of January 2010. He reported that total revenues were approximately \$51.6 million, representing 69% of the annual budget, 2.7% higher than last year at this time. Expenditures year-to-date were at \$36.5 million, representing 48.7% of the annual budget. Tuition and fee revenues were \$28.6 million, and property taxes were \$15.7 million. The regularly scheduled state appropriation payment was received as scheduled.

**Individual Items**

Administrative & Academic Computers, Lifecycle Program – Purchase Request: A copy of the resolution was provided for review. Dr. Amy Fugate, Vice President for Academic Affairs, explained the lifecycle process, adding that the computers to be purchased are more efficient, use less electricity, and generate less heat than the current computers. Scott Jenkins, Vice President of Student & Administrative Services, discussed recycling and student sales programs for used computers. The resolution will be presented for approval at Monday's meeting.

**Other**

Staffing Transactions Report: Mark Kennedy, Chief Human Resources Officer, reviewed the Staffing Transactions Report for January 2010.

Trustee Turner adjourned the meeting at 2:34 p.m.

**FINANCE/AUDIT COMMITTEE**

Wednesday, February 17, 2010, 12:00 p.m., CM 1019

Present: Koegel, Everman, Snell

The meeting was called to order at 11:59 a.m. by Trustee Koegel.

**Consent Agenda**

Treasurer's Report: Larry Gawthrop, Chief Financial Officer, reviewed the Treasurer's Report for the month of January 2010. He reported that total revenues were approximately \$51.6 million, representing 69% of the annual budget, 2.7% higher than last year at this time. Expenditures year-to-date were at \$36.5 million, representing 48.7% of the annual budget. Tuition and fee revenues were \$28.6 million, and property taxes were \$15.7 million. The regularly scheduled state appropriation payment was received as scheduled.

There was a brief discussion on the process surrounding charges owed to Follet's as a result of textbooks purchased via student aid funds.

**Unfinished Business**

Amendments to Board Policy Section 1005 (Definitions): A copy of the resolution as well as the revised policy section was provided. Jim Delaney explained that the Policy Committee would be meeting at 1:15pm today to conduct a final review of the section. Following that, the resolution will be presented for a second reading and approval at Monday's meeting.

**Individual Items**

Administrative & Academic Computers, Lifecycle Program – Purchase Request: A copy of the resolution was provided for review. Dr. Amy Fugate, Vice President for Academic Affairs, and Cheryl Bassett, Chief Technology Officer, explained the lifecycle process, adding that the computers to be purchased are more efficient, use less electricity, and generate less heat than the current computers. Scott Jenkins, Vice President of Student & Administrative Services, discussed recycling and student sales programs for used computers. The resolution will be presented for approval at Monday's meeting.

**Other**

Staffing Transactions Report: Mark Kennedy, Chief Human Resources Officer, reviewed the Staffing Transactions Report for January 2010.

Trustee Koegel adjourned the meeting at 12:21 p.m.

**POLICY COMMITTEE**

Wednesday, February 17, 2010, 1:15 p.m., CM 1019

Present: Joseph, Snell, Turner

The meeting was called to order at 1:23 p.m. by Trustee Joseph.

The Committee conducted a final review of Section 1005 (Definitions), making several minor grammatical changes to the text. The section will be presented for a second reading and approval at Monday's Board meeting.

There was also a brief discussion regarding Board vacancy policy, as it relates to state law.

Trustee Joseph adjourned the meeting at 1:57 p.m.