

BOARD OF TRUSTEES
CHARLES STEWART MOTT COMMUNITY COLLEGE
OFFICIAL MINUTES OF REGULAR MEETING, MARCH 22, 2010
VOLUME 41

SCHEDULED MEETING:
7:30 p.m.

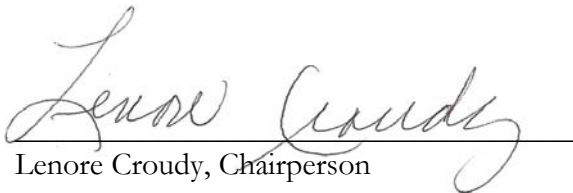
BOARD CONFERENCE ROOM:
Applewood Café
Prah! College Center

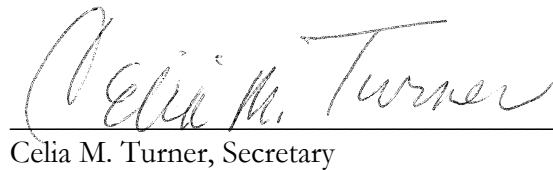
TRUSTEES PRESENT:
Lenore Croudy
Andrew (Andy) Everman
Pamela M. Faris
Sally Shaheen Joseph
Albert J. Koegel
John L. Snell, Jr.
Celia M. Turner

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 22, 2010
 Volume 41

Minutes of Regular Meeting of March 22, 2010

COMMITTEE OF THE WHOLE SESSION:

Chair Croudy began the Committee of the Whole session by introducing President Shaink. Dr. Shaink called on Dr. Amy Fugate, Vice President of Academic Affairs, who explained how the Foundation for Mott Community College regularly awards grants to instructors for innovative projects designed to enhance the learning process, and today, some of those award-winning or potentially award-winning projects would be showcased. Dr. Fugate first introduced Technology Division faculty members Jason Slade and Dennis Hughes, who discussed a joint project between their two classes, where students divided into teams to formulate an automated process by which to assemble a skateboard.

The next faculty member was Joshua Sauvie, English, who showed how he was able to integrate the use of cell phones as an academic tool, through the use of polling and surveys via text message, specific ringtones designated to alert students of class information, and other ideas. Mr. Sauvie also highlighted how using the cell phones helped teach about digital literacy, electronic etiquette, and time management, among other things.

Lisa Murawa, Business Division, discussed a project that she has been urged to submit for an innovation award, which is designed around Strengths Quest, a skills assessment based on the book *Strengths Finder 2.0* by Tom Rath. Ms. Murawa explained how having students complete the assessment gives instructors and students insight on working with and adapting various leadership styles, which makes working with others easier. She cited how institutions across the country are using this concept to create strength-based initiatives.

Finally, Haig Kouyoumdjian, Psychology faculty, presented his award-winning project, where he developed methods of integrating teaching styles and discussing learning theories and strategies in order to meet the needs of diverse students.

Following a brief question and answer segment, the session ended at 7:29p.m.

I. CALL TO ORDER:

Chair Croudy called the meeting to order at 7:33 p.m.

II. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

III. ADOPTION OF AGENDA

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

ALL PRESENT VOTED AYE. MOTION PASSED.

IV. SPECIAL PRESENTATIONS

Chair Croudy called on President Shaink, who introduced Dr. Fugate. Dr. Fugate announced that she had originally hoped to showcase a student who excelled at a statewide research competition, but the student was unable to attend the meeting. She then introduced Dr. Steve Robinson, Executive Dean, Planning, Quality, and Research Initiatives, to discuss new Academic Quality Improvement Program (AQIP) projects.

Dr. Robinson provided background on the AQIP concept and the College's participation in the process, including action projects involving Degree Audit, Professional Development, and Experiential Education. He explained how all projects were worked on by cross-functional teams, and benefited greatly from stakeholder input.

Dr. Robinson went on to explain that the above-referenced projects were being retired, and that new projects would take their place, following a series of half-day sessions where more than 350 employees from all groups had the opportunity to brainstorm and help develop potential projects. These sessions resulted in several unique project ideas, four of which will become action projects: Student Non-Preparedness, Non-Academic Preparedness, Wait Listing and Retention Alert, and Wellness.

V. COMMUNICATIONS

There were no communications.

VI. COMMENTS FROM THE PUBLIC

There were no comments from the public.

VII. APPROVAL OF MINUTES

TRUSTEE JOSEPH MOVED THAT THE REGULAR BOARD MEETING MINUTES OF MARCH 1, 2010 BE APPROVED. SECRETARY TURNER SECONDED THE MOTION.

Trustee Everman requested that the minutes be corrected to include his request for a report to the full Board regarding the issue surrounding the potential loss of firefighters in the City of Flint and its effects on the College.

Chair Croudy called for a vote to approve the minutes of March 1, 2010, with corrections.

ALL PRESENT VOTED AYE. MOTION PASSED.

VIII. INFORMATIONAL REPORTS

Acceptance of Standing Board Committee Reports:

1. Personnel (Turner, Faris, Joseph): Secretary Turner reported that the Personnel Committee met on March 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 March 17, 2010. Notes from that meeting appear as Attachment B.

Trustee Everman questioned the disparity in length of time between the committee meetings. The members of the Personnel Committee explained that the difference was due to general questions and explanations as a result of it being Trustee Faris's first committee meeting. Trustee Everman suggested that those questions be included in the committee minutes, to which the committee members reiterated that minutes are not required to reflect every comment.

Other Reports:

1. ACCT Legislative Summit (Croudy Turner, Shaink): Secretary Turner provided a briefing on the Legislative Summit, presenting a list of ACCT's legislative priorities. She added that she moderated a discussion on state budget issues and had the opportunity to discuss issues such as the American Graduation Initiative with Senator Levin and Congressman Kildee.

Chair Croudy discussed several sessions/discussions she participated in, dealing with teaching styles, early education (including pre-K), developmental learning, and staff development/training.

President Shaink commented that the fact that the Summit had to be rescheduled proved to be serendipitous due to the discussions on higher education that were occurring on Capitol Hill at that time. He also mentioned how having Judith Cawhorn, Executive Director, Grant Development, in attendance was fortunate due to her status as National Chair of the Federal Resource Taskforce.

IX. UNFINISHED BUSINESS

There was no unfinished business.

X. NEW BUSINESS

Consent Agenda:

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

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

Chair Croudy called for a vote on the Consent Agenda, Item 1.41, Treasurer's Report for February 2010.

ALL PRESENT VOTED AYE. MOTION PASSED.

Individual Items:

Chair Croudy called for a motion to approve Item 1.42, Print Center Duplicating and Printing Equipment – Purchase Award.

MOVED BY SECRETARY TURNER, SECONDED BY VICE-CHAIR SNELL THAT ITEM 1.42 BE APPROVED.

Chair Croudy asked Secretary Turner to read the resolution.

Trustee Everman asked if a member of the Executive Cabinet had a spouse who is employed by Xerox Corporation, which won the bid. President Shaink replied that the wife of Mark Kennedy, Chief Human Resources Officer, is a contract employee for Xerox, adding that that information had been properly disclosed and had no bearing on the bid process.

Chair Croudy called for the vote on Item 1.42.

ALL PRESENT VOTED AYE. MOTION PASSED.

XI. ADMINISTRATIVE ITEMS

President's Report: President Shaink distributed the Executive Summary, and highlighted upcoming dates, including the MCCA Board of Directors Spring Meeting and the Phi Theta Kappa Awards Luncheon. He distributed a packet of information to the Trustees including a copy of correspondence sent to Michigan Speaker of the House Dillon and Senate Majority Leader Bishop regarding the School Aid Fund, as well as a copy of testimony submitted by Larry Gawthrop, Chief Financial Officer, to the Senate Appropriations Subcommittee on Community Colleges on March 1. Dr. Shaink then called on Lennetta Coney, President, Foundation for Mott Community College, who provided information on the Distinguished Alumni reception on April 15, as well as the 4th Annual Mott, Motown, & More Lip Sync show benefit.

President Shaink thanked all the Workshop presenters as well as Dr. Robinson for his presentation, and then called upon Michael Kelly, Executive Director, Public Information, who announced that the College received an award for Most Innovative Business by Keep Genesee County Beautiful, in response to the College's green initiatives. Mr. Kelly said he accepted the award on the College's behalf, and presented it to Scott, Jenkins, Vice President, Student & Administrative Services.

Later in the evening, Vice President Jenkins presented the award to Larry Koehler, Executive Director, Physical Plant and Patrick Gulette, Vice President of the Maintenance & Operations bargaining group, saying that the award is a testament to their hard work and the work of their colleagues.

Finally, Dr. Shaink announced the ongoing Recycling Challenge between MCC, University of Michigan-Flint, Kettering University, and Baker College.

XII. MISCELLANEOUS BUSINESS

COMMENTS FROM BOARD MEMBERS (Item 4.09):

Trustee Everman offered praise for the night's presenters.

Treasurer Koegel described the evening's presentations as excellent.

Trustee Joseph commented about how impressed she was by the presentations, and apologized for being unable to attend the MCCA Board of Directors meeting.

Trustee Faris said she found tonight's presenters fascinating, and congratulated the College on the award from Keep Genesee County Beautiful. She thanked everyone for taking time to help her learn more about the College and the Board, adding that she is definitely learning a lot.

Vice-Chair Snell echoed all the previous sentiments on the presentations, and commented on AQIP, saying that he thought the new projects seemed to be right on. He commended the ACCT delegation for their

representation, and recommended that ACCT review their bylaws for potential changes.

Secretary Turner thanked everyone for letting her be a part of the ACCT delegation, and praised tonight's presenters as well as the Foundation's upcoming projects, particularly the Lip Sync Show, of which she said it is a delight to serve as that committee's chairperson. She added that J. Noah Brown, ACCT President, would be serving as this year's commencement speaker.

Chair Croudy complimented the team process exhibited by the College. She then asked for a moment of silence in memoriam for Ennio Grillo, a former faculty member who recently died.

There was no objection. A moment of silence was held.

Chair Croudy also said that she spoke with Marty Bartosz, Father Bettendorf's caretaker, regarding the status of his condition. They are hoping he will be well enough to receive visitors soon. Regarding the MCCA meeting, she said she hoped all the Trustees would participate. Finally, she called the presentations fabulous and commented on how much she appreciated the Board members.

XIII. EXECUTIVE SESSION

There was no Executive Session.

XIV. ADJOURNMENT

Chair Croudy declared the meeting adjourned at 8:38 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, 4:00 p.m., CM 1019

Present: Turner, Faris, Joseph

The meeting was called to order at 4:00 p.m. by Trustee Turner.

Consent Agenda

Treasurer's Report: Larry Gawthrop, Chief Financial Officer, reviewed the Treasurer's Report for the month of February 2010. He reported that total revenues were approximately \$55.4 million, representing 74% of the annual budget, 1.9% higher than last year at this time. Expenditures year-to-date were at \$41.9 million, representing 56% of the annual budget. Tuition and fee revenues were \$28.8 million, and property taxes were \$17.7 million. The state appropriation payment was received as scheduled.

Individual Items

Print Center Duplicating and Printing Equipment – Purchase Award: A copy of the resolution was provided for review. Mr. Gawthrop provided background on the bid process, adding that the winning bid was lower than what the College currently pays for printing and duplicating equipment. 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 February 2010.

Trustee Turner adjourned the meeting at 5:10 p.m.

ATTACHMENT B

FINANCE/AUDIT COMMITTEE

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

Present: Koegel, Everman, Snell

The meeting was called to order at 12:00 p.m. by Trustee Koegel.

Consent Agenda

Treasurer's Report: Larry Gawthrop, Chief Financial Officer, reviewed the Treasurer's Report for the month of February 2010. He reported that total revenues were approximately \$55.4 million, representing 74% of the annual budget, 1.9% higher than last year at this time. Expenditures year-to-date were at \$41.9 million, representing 56% of the annual budget. Tuition and fee revenues were \$28.8 million, and property taxes were \$17.7 million. The state appropriation payment was received as scheduled.

Individual Items

Print Center Duplicating and Printing Equipment – Purchase Award: A copy of the resolution was provided for review. Mr. Gawthrop provided background on the bid process, adding that the winning bid was lower than what the College currently pays for printing and duplicating equipment. 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 February 2010.

Trustee Everman requested that the record reflect his commendation for the Building and Maintenance staff for their excellent work in snow removal on campus and the parking lots in particular.

Trustee Koegel adjourned the meeting at 12:14 p.m.