

BOARD OF TRUSTEES
CHARLES STEWART MOTT COMMUNITY COLLEGE
OFFICIAL MINUTES OF REGULAR MEETING, JUNE 23, 2008
VOLUME 39

SCHEDULED MEETING:
7:30 p.m.

BOARD CONFERENCE ROOM:
Event Center, Mott Library

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

TRUSTEES ABSENT:

PRESIDING OFFICER: Lenore Croudy, Chairman
Regular Board Meeting: 7:38 p.m. to 9:29 p.m.

Certified As Correct:

Lenore Croudy, Chair

James B. Bettendorf, Secretary

BOARD OF TRUSTEES
CHARLES STEWART MOTT COMMUNITY COLLEGE
Regular Meeting, May 19, 2008
Volume 39

Minutes of Regular Meeting of June 23, 2008

COMMITTEE OF THE WHOLE SESSION:

Dr. Shaink began the Committee of the Whole Session with a presentation detailing the financial history of the College. He explained how the College acted on recommendations from the North Central Association of Colleges and Schools, which resulted in the elimination of the deficit and improved bond ratings over the years. Dr. Shaink also cited Board policies that were put in place to help ensure financial stability.

Larry Gawthrop, Interim Chief Financial Officer, then began a presentation on the 2007-08 Amended Budgets, providing follow-up on questions posed during the previous week's Board committee meetings. He further detailed Board policy and the sections of the MCC strategic plan that pertain to the budget. He cited changes to the seven-year forecast as well as changes in strategy, adding that all budgets were within the parameters of all budget principles.

Mr. Gawthrop then discussed the 2008-09 Proposed Budgets. He stated that property taxes were down, and referenced the 2.9% increase in state appropriations approved by both houses of the Michigan Legislature. He also provided an updated seven-year forecast. The session ended at approximately 7:29 p.m.

I. CALL TO ORDER:

Chair Croudy called the meeting to order at 7:38 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. Vice Chair Snell seconded the motion.

ALL PRESENT VOTED AYE. MOTION PASSED.

IV. SPECIAL PRESENTATIONS

President Shaink called on Larry Gawthrop to deliver a presentation on both the 2007-08 Amended Budgets and the 2008-09 Proposed Budgets. Mr. Gawthrop provided a breakdown of both budgets, referencing the reports given to the Board at the committee meetings and the Committee of the Whole. He reiterated that all funds are within the parameters of budget principles. He also gave a projected future outlook of the budget.

Dr. Shaink then called upon Dr. Amy Fugate, Vice President of Academic Affairs, who detailed the curriculum development process, including the configuration of the College Professional Study Committee (CPSC) and its standing committees. She referred to misconceptions about proposed changes to the requirements for receiving a Certificate of Achievement, and introduced Mr. Joe Ducharmes, community resident and salon owner, who presented an employer's perspective on the issue.

Dr. Shaink then introduced Michael Kelly, Executive Director, Marketing, to provide an update on the College's current media/marketing campaign. Mr. Kelly reinforced a commitment to television and internet media, and announced a series of television and radio commercials that would be airing within the next few weeks. He added that the television commercials will feature testimonials given by students, and that all the students interviewed spoke glowingly of the College. He explained his goal to utilize a large cross-section of the college demographic for the commercials. He then showed some of the footage from some of the commercials. Finally, he said that future marketing techniques will involve voice-on-demand ads via cell phone and internet-based radio.

V. COMMUNICATIONS

There were no communications.

VI. COMMENTS FROM THE PUBLIC

There were no comments from the public.

VII. APPROVAL OF MINUTES

VICE CHAIR SNELL MOVED THAT THE REGULAR BOARD MEETING MINUTES OF MAY 19, 2008 BE APPROVED. SECRETARY BETTENDORF SECONDED THE MOTION.

Trustee Joseph explained that she did not vote to approve the first reading of Item 1.51, yet it is notated in the minutes as an affirmative vote. It was explained that Section 1660 of the Board Manual requires that members present vote upon all motions submitted for action unless there is a legal reason to abstain, and as such, a non-vote would be considered an affirmative vote.

Chair Croudy called for a vote on the motion to approve the June 23, 2008 meeting minutes.

ALL PRESENT VOTED AYE. MOTION PASSED.

VIII. INFORMATIONAL REPORTS

Acceptance of Standing Board Committee Reports:

1. Personnel (Turner, Bettendorf, Joseph): Trustee Turner reported that the Personnel Committee met on June 18, 2008. Notes from that meeting appear as Attachment A.

2. Finance (Koegel, Everman, Snell): Vice Chair Snell reported that the Finance Committee also met on June 18, 2008. Notes from that meeting appear as Attachment B.

IX. UNFINISHED BUSINESS

Chair Croudy called for a motion to approve Item 1.50, First Reading: Resolution to Amend Board Policy Section 7300 (Military Tuition), and asked Secretary Bettendorf to read the resolution. Secretary Bettendorf asked Assistant Secretary Simon to read the resolution. Assistant Secretary Simon read the resolution in its entirety.

MOVED BY TRUSTEE JOSEPH, SECONDED BY TRUSTEE EVERMAN THAT ITEM 1.50 BE APPROVED.

ALL PRESENT VOTED AYE. MOTION PASSED.

Chair Croudy called for a motion to approve Item 1.51, First Reading: Resolution to Amend Board Policy Section 6510 (Certificate of Achievement), and asked Assistant Secretary Simon to read the resolution. Assistant Secretary Simon read the resolution in its entirety.

MOVED BY VICE CHAIR SNELL, SECONDED BY SECRETARY BETTENDORF THAT ITEM 1.51 BE APPROVED.

Discussion on Item 1.51 took place until chair Croudy called the question. Trustee Everman requested a roll call vote. The vote was as follows:

SNELL – AYE	TURNER - AYE	CROUDY - AYE
BETTENDORF – AYE	KOEGEL - AYE	
EVERMAN – NAY	JOSEPH - NAY	

THE VOTE IS 5-2. MOTION PASSED.

X. NEW BUSINESS

Public Hearing on 2008-09 Proposed Operating Budget

There were no comments from the public.

Consent Agenda:

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

MOVED BY TRUSTEE TURNER, SECONDED BY TRUSTEE JOSEPH THAT THE BOARD APPROVE THE CONSENT AGENDA.

Chair Croudy called for a vote on the Consent Agenda, Item 1.52, Treasurer's Report for May 2008, Item 1.53, Adoption of Property Tax Millage Rates for 2008-09, and Item 1.54, Approval of Regular Board of Trustees Meeting Dates for 2008-09.

ALL PRESENT VOTED AYE. MOTION PASSED.

Individual Items:

Chair Croudy called for a motion to approve Item 1.55, 2007-08 Amended Budgets.

MOVED BY TRUSTEE JOSEPH, SECONDED BY TRUSTEE TURNER THAT ITEM 1.55 BE APPROVED.

There was no discussion.

Chair Croudy called for the vote on Item 1.55.

ALL PRESENT VOTED AYE. MOTION PASSED.

Chair Croudy called for a motion to approve Item 1.56, 2008-09 Budgets for Adoption.

MOVED BY VICE CHAIR SNELL, SECONDED BY TRUSTEE TURNER THAT ITEM 1.56 BE APPROVED.

There was no discussion.

Chair Croudy called for the vote on Item 1.56.

ALL PRESENT VOTED AYE. MOTION PASSED.

Chair Croudy called for a motion to approve Item 1.57, Academic Computers – Purchase Award

MOVED BY TRUSTEE JOSEPH, SECONDED BY VICE CHAIR SNELL THAT ITEM 1.57 BE APPROVED.

There was no discussion.

Chair Croudy called for the vote on Item 1.57.

ALL PRESENT VOTED AYE. MOTION PASSED.

Chair Croudy called for a motion to approve Item 1.58, New Certificate Program – Auto Body Repair & Painting.

MOVED BY VICE CHAIR SNELL, SECONDED BY TRUSTEE TURNER THAT ITEM 1.58 BE APPROVED.

There was no discussion.

Chair Croudy called for the vote on Item 1.58.

ALL PRESENT VOTED AYE. MOTION PASSED.

Chair Croudy called for a motion to approve Item 1.59, Appointment of Board Policy Committee.

MOVED BY VICE CHAIR SNELL, SECONDED BY TRUSTEE KOEGEL THAT ITEM 1.59 BE APPROVED.

Discussion took place on Item 1.59 until Chair Croudy called the question.

Chair Croudy called for the vote on Item 1.59. Trustee Everman requested a roll call vote.

JOSEPH – AYE	EVERMAN - NAY	CROUDY - AYE
TURNER – AYE	BETTENDORF - AYE	
KOEGEL – AYE	SNELL - AYE	

THE VOTE WAS 6-1. MOTION PASSED.

Chair Croudy called for a motion to approve Item 1.60, Appointment of Michigan Community College Association (MCCA) Representative, Item 1.61, Appointment of American Association of Community Colleges (AACC) Representative, and Item 1.62, Appointment of Association of Community College Trustees (ACCT) Representative.

MOVED BY TRUSTEE JOSEPH, SECONDED BY VICE CHAIR SNELL THAT ITEM 1.60, ITEM 1.61, AND ITEM 1.62 BE APPROVED.

There was brief discussion on Item 1.60.

Chair Croudy called for the vote on Item 1.60, Item 1.61, and Item 1.62.

SIX AYE VOTES, ONE NAY VOTE. MOTION PASSED.

XI. ADMINISTRATIVE ITEMS

President's Report: President Shaink distributed the Executive Summary report and referred to the staffing transactions report. He thanked Larry Gawthrop, Amy Fugate, and Michael Kelly for their presentations earlier in the evening. He then called upon Larry Koehler, Executive Director, Physical Plant, to provide an update on the status of roofing projects on the Main Campus as well as issues surrounding them. He then referred to last month's presentation on MCC Collaborations w/K-12 partners, adding that due to continued interest on this topic, he has contacted Dr. Tom Svitkovich, Superintendent, Genesee Intermediate School District (GISD), and has extended an invitation for Dr. Svitkovich to address the Board in the future and provide information on what the GISD is doing regarding this issue, and how the College may be of assistance. Dr. Shaink also suggested to Dr. Svitkovich a joint meeting between the MCC Board and the GISD Board.

XII. MISCELLANEOUS BUSINESS

COMMENTS FROM BOARD MEMBERS (Item 4.09):

Trustee Everman thanked Dr. Fugate and Mr. Gawthrop for their presentations. He also acknowledged the presence of Sandy Hill, MCC union president and member, Flint City Council, in

the gallery.

Treasurer Koegel mentioned his involvement in a committee of the Regional Chamber of Commerce, and the committee's discussion of a job training job proposal. He stated his opposition to the proposal and offered to share them with the rest of the Board.

Trustee Joseph commended Dr. Fugate on her presentation and expressed her thoughts on Item 1.51. She also appreciated the resolutions made by Mr. Gawthrop and Mr. Koehler. Finally, she asked the President's office for assistance with the organization of the Policy Committee meetings.

Secretary Bettendorf stated that he was impressed with the presentations as well as the updates on roofing construction projects.

Vice Chair Snell said that he felt that the informational reports the Board receives are vital to them and helps them realize the complexity of the College. He also commented on the benefits of the seven-year budget forecast in helping with the planning process.

Trustee Turner thanked Dr. Shaink for his efforts to create steps to eliminate the deficit and prepare for pitfalls. She said she felt Dr. Fugate "hit the ball out of the park" with her presentation, adding that trades are beneficial to the community. Finally, she commended Mr. Koehler for his update and for his swift work in attending to the needs and concerns of students, faculty, and staff. She also complimented Mr. Kelly for their presentations as well.

Chair Croudy welcomed everyone, and urged them to continue to come and invite others so that they may see and evaluate what the Board does and the decision that the Board makes. She then cited her experience with curriculum development and the importance of all parties involved, especially the faculty. She then stated how she appreciates the contributions brought to the table by the other Board members.

XIII. EXECUTIVE SESSION

There was no Executive Session.

XIV. ADJOURNMENT

Chair Croudy declared the meeting adjourned at 9:29 p.m.

Minutes respectfully 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.

ATTACHMENT A

PERSONNEL COMMITTEE

Wednesday, June 18, 2008, 4:00 p.m., CM 1019

Present: Turner, Bettendorf, Joseph

The meeting was called to order at 4:10 p.m. by Trustee Turner.

Prior to the beginning of the formal agenda, Scott Jenkins, Vice President for Student & Administrative Services provided an update on the Prahl College Center and Mott Memorial Building roof replacement projects, including the partial closure of both buildings in response to staff concerns. Vice President Jenkins added that air quality in both buildings is being monitored and tested daily, and that all issues, including office and temporary room reassignments, are being handled in an expedient manner.

Old Business

Resolution to Amend Board Policy Section 7300, *Tuition & Fees*: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

Resolution to Amend Board Policy Section 6510, *Certificate of Achievement*: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

Consent Agenda

Treasurer's Report: Larry Gawthrop, Interim CFO, reviewed the treasurer's report for the month of May 2008. He noted that total revenues were \$26.1 million, up \$2.3 million from this time last year. He added that the College received its scheduled state appropriation.

Adoption of Property Tax Millage Rates for 2008-09: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's Board meeting.

Schedule of Regular Meetings for 2008-09: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

Individual Items

2007-08 Amended Budgets: A copy of the resolution as well as supporting documentation was included for review. Larry Gawthrop provided background on the various fund budgets and answered questions. A more detailed report will be provided at Monday's meeting, and the resolution will be presented for approval.

2008-09 Budgets for Adoption: A copy of the resolution as well as supporting documentation was included for review. Larry Gawthrop provided background on the various fund budgets and answered questions. A more detailed report will be provided at Monday's meeting, and the resolution will be presented for approval.

Academic Computers – Purchase Award: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

New Certificate Program – Auto Body Repair & Painting: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

Appointment of Board Policy Committee: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

Appointment of Michigan Community College Association (MCCA) Representative: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

Appointment of American Association of Community Colleges (AACC) Representative: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

Appointment of Association of Community College Trustees (ACCT) Representative: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

Other

Budget Presentation: Larry Gawthrop provided detailed information during discussion on the resolutions regarding 2007-08 amended budgets and 2008-09 proposed budgets. No further discussion was needed.

Staffing Transactions Report: Mark Kennedy, Chief Human Resource Officer, reviewed the staffing transactions report for May 2008.

Trustee Turner adjourned the meeting at 5:20 p.m.

ATTACHMENT B

FINANCE COMMITTEE

Wednesday, June 18, 2008, 12:00 p.m., CM 1019

Present: Koegel, Everman, Snell

The meeting was called to order at 12:04 p.m. by Trustee Koegel.

Prior to the beginning of the formal agenda, Scott Jenkins, Vice President for Student & Administrative Services provided an update on the Prahl College Center and Mott Memorial Building roof replacement projects, including the partial closure of both buildings in response to staff concerns. Vice President Jenkins added that air quality in both buildings is being monitored and tested daily, and that all issues, including office and temporary room reassignments, are being handled in an expedient manner.

Old Business

Resolution to Amend Board Policy Section 7300, *Tuition & Fees*: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

Resolution to Amend Board Policy Section 6510, *Certificate of Achievement*: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

Consent Agenda

Treasurer's Report: Larry Gawthrop, Interim CFO, reviewed the treasurer's report for the month of May 2008. He noted that total revenues were \$26.1 million, up \$2.3 million from this time last year. He added that the College received its scheduled state appropriation.

Adoption of Property Tax Millage Rates for 2008-09: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's Board meeting.

Schedule of Regular Meetings for 2008-09: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

Individual Items

2007-08 Amended Budgets: A copy of the resolution as well as supporting documentation was included for review. Larry Gawthrop provided background on the various fund budgets and answered questions. A more detailed report will be provided at Monday's meeting, and the resolution will be presented for approval.

2008-09 Budgets for Adoption: A copy of the resolution as well as supporting documentation was included for review. Larry Gawthrop provided background on the various fund budgets and answered questions. A more detailed report will be provided at Monday's meeting, and the resolution will be presented for approval.

Academic Computers – Purchase Award: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

New Certificate Program – Auto Body Repair & Painting: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

Appointment of Board Policy Committee: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

Appointment of Michigan Community College Association (MCCA) Representative: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

Appointment of American Association of Community Colleges (AACC) Representative: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

Appointment of Association of Community College Trustees (ACCT) Representative: A copy of the resolution was included for review. The resolution will be presented for approval at Monday's meeting.

Other

Budget Presentation: Larry Gawthrop provided detailed information during discussion on the resolutions regarding 2007-08 amended budgets and 2008-09 proposed budgets. No further discussion was needed.

Staffing Transactions Report: Mark Kennedy, Chief Human Resource Officer, reviewed the staffing transactions report for May 2008.

Trustee Koegel adjourned the meeting at 12:59 p.m.