

BOARD OF TRUSTEES  
CHARLES STEWART MOTT COMMUNITY COLLEGE  
OFFICIAL MINUTES OF REGULAR MEETING, OCTOBER 22, 2007  
VOLUME 39

SCHEDULED MEETING:  
7:30 p.m.

BOARD CONFERENCE ROOM:  
Room 302, Mott Library

TRUSTEES PRESENT:  
Lenore Croudy  
James Bettendorf  
Andrew (Andy) Everman  
Sally Shaheen Joseph (excused at 7:55 p.m.)  
Albert J. Koegel  
John L. Snell, Jr.  
Celia M. Turner

TRUSTEES ABSENT:

PRESIDING OFFICER: Lenore Croudy, Chairman  
Regular Board Meeting: 7:33 p.m. to 8:53 p.m.

Certified As Correct:

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Lenore Croudy, Chairman

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James B. Bettendorf, Secretary

BOARD OF TRUSTEES  
CHARLES STEWART MOTT COMMUNITY COLLEGE  
Regular Meeting, October 22, 2007  
Volume 39

Minutes of Regular Meeting of October 22, 2007

COMMITTEE OF THE WHOLE SESSION:

The Committee of the Whole session consisted of an update on the Datatel conversion presented by Cheryl Bassett, Executive Dean of Educational Systems, and a report from Dr. Amy Fugate, Vice President of Academic Affairs, on the pass rates of students in the Health Sciences programs taking state and federal examinations for the first time. The session ended at approximately 7:25 p.m.

I. CALL TO ORDER:

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

II. ADDITIONS TO THE AGENDA

Chair Croudy asked if there were any additions to the agenda.

MOVED BY TRUSTEE EVERMAN THAT ITEM 1.19 BE MOVED FROM THE CONSENT AGENDA TO INDIVIDUAL ITEMS. SECONDED BY TRUSTEE KOEGEL.

III. ADOPTION OF AGENDA

Chair Croudy called for a vote on the adoption of the agenda as amended.

ALL PRESENT VOTED AYE. MOTION PASSED.

IV. SPECIAL PRESENTATIONS

Chair Croudy called on President Shaink who introduced Dr. Amy Fugate, Vice President of Academic Affairs. Dr. Fugate called on Dr. Johanna Brown, Dean, Science & Math Division. Dean Brown introduced the following individuals from the Science & Math Division: Manosha Dasanayaka Joseph, Technical Assistant, Biology; Dr. Mohamad ElAzizi, Part-Time Instructor, Biology; and Patrick Coe, MCC Student Assistant, who gave a presentation on the process and techniques used to repair/salvage biology models that are used by students in labs and coursework.

President Shaink called on Scott Jenkins, Vice President of Student & Administrative Services. Mr. Jenkins presented an update on Governor Granholm's No Worker Left Behind (NWLB) Initiative, and MCC's involvement in this initiative including number of individuals participating to date.

## 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

Trustee Everman offered that a factual correction be made to reflect Paul Rozycki's official title, Professor Emeritus of History, as that was how Dr. Amy Fugate referred to him during her update on Constitutional Day activities at the September 17 board meeting. Dr. Fugate responded that if she had, in fact, referred to Paul Rozycki as such it was an unintentional mistake, and that his correct title is Professor of Political Science.

MOVED BY TRUSTEE TURNER, SECONDED BY TRUSTEE KOEGEL, THAT THE REGULAR BOARD MEETING MINUTES OF SEPTEMBER 17, 2007 BE APPROVED AS PRESENTED.

Chair Croudy called for a vote on the motion to approve the September 17, 2007 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 October 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 October 17, 2007. Notes from that meeting appear as Attachment B.

Other Reports:

3. ACCT Leadership Congress 2007 (Croudy, Joseph, Turner, Shaink): Chair Croudy gave a brief report on this year's meeting and distributed a collection of handouts from some of the key programs/sessions. She noted that Trustee Celia Turner, after being nominated from the floor, was elected to serve on the ACCT Board of Directors as a Delegate-at-Large. Trustee Turner and President Shaink also shared comments about sessions they attended. Trustee Everman asked about the cost of attending the conference and videotaping of sessions for

trustees unable to attend. Chair Croudy stated that she did not have that information at hand and that the ACCT does not videotape sessions as it is cost prohibitive.

4. MCCA Board of Directors Meeting, North Central Michigan College (Croudy, Shaink): Trustee Croudy and President Shaink presented handouts and shared information on items that were discussed at the state-wide meeting. Chair Croudy stated that one topic under discussion was the possible change of election dates from May to November.

#### 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 TRUSTEE SNELL, SECONDED BY TRUSTEE TURNER THAT THE BOARD APPROVE THE CONSENT AGENDA.

Chair Croudy called for a vote on the Consent Agenda, Item 1.18.

ALL PRESENT VOTED AYE. MOTION PASSED.

##### Individual Items:

Chair Croudy called for a motion to approve Item 1.19, Resolution Approving Agreement between the College and the Foundation for Mott Community College.

MOVED BY TRUSTEE SNELL, SECONDED BY TRUSTEE TURNER THAT ITEM 1.19 BE APPROVED.

Trustee Everman called for a discussion of this item. Below is a list of questions and statements presented by Trustee Everman:

- This resolution should be postponed/tabled at this time because there is not enough information to approve it.
- As a board we chose not to oppose Proposal 2, and this is an idea that circumvents Proposal 2.
- Each of us took an oath of office to uphold the state constitution and state laws, including Proposal 2. We are violating that oath.

- Does the College have an insurance policy that protects the Foundation should someone file a lawsuit?
- Does the Foundation have a policy that covers lawsuits?
- We are doing things that are not transparent. The public should know what is discussed at subcommittee meetings and what questions are asked.
- Are any of the Foundation staff employees of the College?
- Will any College employees be advising the Foundation on scholarships?
- Could statement #3 of the Agreement be binding in court?

Jim Delaney stated he did not understand why Trustee Everman was presenting these questions and concerns at this time when he had ample opportunity to do so at both the Finance Committee meeting and at the September board workshop, where detailed and thorough answers could have been given by Attorney George Butler, other than to grandstand and bring attention to himself. Trustee Everman replied that he was asking these questions as to appear transparent on the matter. He continued with the following questions/concerns.

- This could have been discussed at the workshop, but trustees do not get to determine what is discussed during those sessions, and I was not allowed to ask any questions tonight as we ran out of time.
- If a gift was given to a public entity to distribute to students, can we legally transfer that to a private entity when we make this change? Once that money has been “privatized”, can it be used for any purpose? And since it would then be private, would it then be accountable to a board such as this? If it is, then it’s not private any longer.
- Is the College opening itself up to a lawsuit to avoid Proposal 2?
- How can it be privately run if it’s managed by public employees? Is Lennetta Coney a College employee? Are her staff employees of the College?
- This is a lot like what the segregationists did in the 1950s. I would like to cite the case Griffin vs. Prince Edward County, 377-US-218, dated May 25, 1964. Read it. We will be in trouble.
- If we pass this we will have violated our oath of office and each one of us should be held accountable.

Jim Delaney responded that all of these issues, including insurance and liability, had been thoroughly studied by both the College and the Foundation at numerous meetings.

Trustee Everman made a motion to postpone/table Item 1.19.

Chairman Croudy asked if there was support. There was no support. The motion failed.

Chairman Croudy then called for a vote on the original motion to approve Item 1.19.

BETTENDORF, SNELL, TURNER, KOEGEL, CROUDY VOTED AYE. EVERMAN VOTED NO. MOTION APPROVED.

Trustee Everman asked that it be noted in the minutes that he voted no for all of the reasons stated during discussion of this item.

## 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 the November 21 board sub-committee meetings and the regular board meeting on November 26. He noted that the Foundation for MCC had several tickets available for the Ensure the Legacy Dinner hosted by the American Arab Heritage Council on October 30, and that trustees who wished to attend should contact Lisa Poma.

President Shaink called on Mark Kennedy who introduced new employee, Brian Williams, Equipment Distribution Technician & Multi-Media Production Specialist.

He thanked Cheryl Bassett and Amy Fugate for their presentations at the committee of the whole session. He also thanked Johanna Brown, Manosha Joseph, Dr. ElAzizi, Patrick Coe, and Scott Jenkins for their reports and presentations.

## XII. MISCELLANEOUS BUSINESS

COMMENTS FROM BOARD MEMBERS (Item 4.03):

Trustee Turner thanked Lenore Croudy and Fred Mathews for all of their support and advise during the ACCT election process. She commented on how well-respected Mott Community College is across the nation. She commended Cheryl Bassett for her work on the conversion process, and all of the other presenters for sharing information.

Trustee Snell extended congratulations to Trustee Turner on her election to the ACCT Board of Directors. He stated that it was good to hear of the continued success of students in the nursing and other health sciences program. He also stated that his preference would be to continue to have elections in May and not mix in with the more political issues that are typically on the ballot in November.

Trustee Bettendorf commented on how impressed he was with tonight's meeting and all of the updates and special presentations.

Trustee Joseph was not present.

Trustee Koegel had no comments.

Trustee Everman thanked Scott Jenkins for his update on the No Worker Left Behind Initiative. He complimented Trustee Koegel on his singing performance, and noted that it was nice to see President and Mrs. Shaink at the 80<sup>th</sup> Anniversary Celebration for Temple Beth El.

Chair Croudy expressed her appreciation to all of the faculty and staff members who continue to work hard to support the college, and she welcomed new employee, Brian Williams, to the MCC family.

XIII. EXECUTIVE SESSION

There was no executive session.

XIV. ADJOURNMENT

Chair Croudy declared the meeting adjourned at 8:53 p.m.

## PERSONNEL COMMITTEE

(Turner, Bettendorf, Joseph)

Wednesday, October 17, 2007, 4:00 p.m., CM 1019

Trustee Turner called the meeting to order at 4:00 p.m.

Attorney Kendall Williams provided a report on employee conduct.

Consent Agenda Items

Treasurer's Report for September 2007: Larry Gawthrop described the report and highlighted the revenue and expenditures page. Mr. Gawthrop also mentioned the balance sheet and the assets and liabilities of the college. He noted that the college had received today the initial state-aid payment/allocation for FY2007-08 in the amount of \$2.65 million which included a majority of the restored payment for August. Total allocation for the year is estimated to be \$15.1 million plus an additional \$1.3 million from last year.

In response to questions raised by Trustee Joseph at last month's Personnel Committee meeting, Larry Gawthrop provided copies of a letter from PlanteMoran that responds to comments issued in connection with the firm's most recent peer review. Mr. Gawthrop stated that it appears that most of the comments/concerns had been addressed or remedied. Trustee Joseph indicated that she appreciated the follow-up.

Ethel Mason gave an update on the progress of this year's financial audit. She stated that the auditing firm has completed the field work and the financial statements have been submitted to them for a technical/standards review. Some subsequent test work will be conducted by the auditing firm on Friday, October 19, but it is anticipated that the auditor's letter and corresponding financial statements will be released by the end of October. Ms. Mason stated that the auditor has indicated that there are no findings at this point.

Agreement between MCC and Foundation for MCC: Jim Delaney explained that this resolution authorizes the president to execute the agreement formalizing the relationship between the College and the Foundation. The agreement was drafted by Attorney George Butler and was reviewed at last month's committee meeting.

Other

Staffing Transactions Report: Kate Schamanek (in Mark Kennedy's absence) reviewed the report for October. She noted that there were three regular and three temporary full-time hires, as well as several leaves and voluntary resignations. Ms. Schamanek also noted that the part-time faculty hires were the remainder of positions trickling in from the Fall semester. Trustee Joseph inquired about a position that had been moved from part-time to full-time status following the resignation of an employee. Amy Fugate responded that the position had been moved to a different division and given additional job duties which required a skill set that the former employee did not possess.

Food Service Update: Scott Jenkins and Larry Koehler provided a brief update on the status of the food service project. Mr. Koehler stated that a committee made up of a cross-section of college employees has been working closely with a consultant, the Clarion Group, as this project moves forward. He explained the work that has been done to date including: a feasibility study to determine the profitability of a food service program on campus, a needs assessment that included on-line surveys of both faculty/staff and students, and the development of a comprehensive request for proposal (RFP). He indicated that the RFPs had been sent out on October 8 and proposals are due back on November 6. Mr. Koehler also noted that a pre-bid proposal meeting was held on October 15 and that nine potential vendors attended. He anticipates that a recommended food service vendor will be brought forward for board approval at the December meeting.

Meeting adjourned at 5:15 p.m.

## FINANCE COMMITTEE

(Koegel, Everman, Snell)

Wednesday, October 17, 2007, 12:00 noon, CM 1019

Trustee Koegel called the meeting to order at 12:03 p.m.

Consent Agenda Items

Treasurer's Report for September 2007: Larry Gawthrop reviewed the treasurer's report for the month of September. He noted that total year-to-date revenues are at \$20.3 million (3% ahead of last year) and expenditures year-to-date are at \$14.9 million (0.2% higher than last year at this time). Mr. Gawthrop also noted that the college had received today its initial state aid payment/allocation for FY2007-08 in the amount of \$2.65 million (total allocation for the year is estimated to be \$15.1 million). This amount includes the October payment as well as a majority of the restored August payment.

Mr. Gawthrop also provided copies of a letter from PlanteMoran that responds to comments issued in connection with the firm's most recent peer review. This is being provided as a follow-up to questions that Trustee Joseph raised at last month's Personnel Committee meeting. PlanteMoran is the firm that conducts the college's annual financial audit.

Ethel Mason shared an update on the progress of the financial audit for fiscal year ending June 30, 2007. She stated that the auditing firm has completed the field work and the necessary documents have been submitted to the auditing firm. The firm will conduct some subsequent testing on Friday, October 19. It is anticipated that financial statements will be released by the end of October for review at the November committee meetings. Ms. Mason stated that the auditing firm has indicated that there are no findings at this time.

Trustee Koegel gave a memorandum to Larry Gawthrop that contained comments and suggestions regarding the format/presentation of the treasurer's report. Trustee Koegel provided copies to the other committee members.

Agreement between MCC and Foundation for Mott Community College: Jim Delaney stated that this resolution would authorize the president to execute the agreement between the college and the Foundation. The agreement, which was drafted by Attorney George Butler, will formalize the relationship between the College and the Foundation and will protect the College from liability issues arising out of Foundation scholarship decisions. Mr. Delaney reminded the committee that Mr. Butler had reviewed the document in detail via conference call at last month's meeting. The Finance Committee agreed that the resolution and agreement be brought forward for approval at the October 22 regular board meeting.

**Other**

Staffing Transactions Report: Kate Schamanek (in Mark Kennedy's absence) reviewed the staffing transactions report for October. She noted that there were three regular and three temporary full-time hires, as well as several voluntary resignations. Trustee Koegel questioned the salary for two of the temporary full-time hires in the Regional Technology Initiatives division. Ms. Schamanek responded that these were two-year grant-funded positions for a project with the Department of Defense and as such the positions required a technical/mechanical skill set as well as experience with project management.

Food Service Update: Scott Jenkins and Larry Koehler provided a brief update on the status of the food service project. Mr. Koehler stated that a committee made up of a cross-section of college employees has been working closely with a consultant, the Clarion Group, as this project moves forward. He explained the work that has been done to date including: a feasibility study to determine the profitability of a food service program on campus, a needs assessment that included on-line surveys of both faculty/staff and students, and the development of a comprehensive request for proposal (RFP). He indicated that the RFPs had been sent out on October 8 and proposals are due back on November 6. Mr. Koehler also noted that a pre-bid proposal meeting was held on October 15 and that nine potential vendors attended. He anticipates that a recommended food service vendor will be brought forward for board approval at the December meeting.

Meeting adjourned at 12:58 p.m.