

BOARD OF TRUSTEES
CHARLES STEWART MOTT COMMUNITY COLLEGE
OFFICIAL MINUTES OF REGULAR MEETING, OCTOBER 24, 2011
VOLUME 43

SCHEDULED MEETING:
7:30 p.m.

BOARD CONFERENCE ROOM:
Room 1301
Regional Technology Center

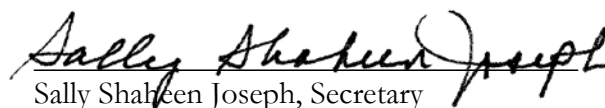
TRUSTEES PRESENT:
Pamela M. Faris
Michael A. Freeman
Sally Shaheen Joseph
Albert J. Koegel
John L. Snell, Jr.
Rafael C. Turner

TRUSTEES ABSENT:
Lenore Croudy

PRESIDING OFFICER: John L. Snell, Jr. Vice-Chairperson
Regular Board Meeting: 7:30 p.m. to 8:50 p.m.

Certified As Correct:


Lenore Croudy, Chairperson


Sally Shaheen Joseph, Secretary

BOARD OF TRUSTEES
CHARLES STEWART MOTT COMMUNITY COLLEGE
Regular Meeting, October 24, 2011
Volume 43

Minutes of Regular Meeting of October 24, 2011

COMMITTEE OF THE WHOLE SESSION:

Chair Snell began the Committee of the Whole Session at 6:28 p.m. James Delaney, Board Attorney, explained that, via a majority vote, the Board may move into Executive Session for the purpose of discussing issues related to collective bargaining strategies.

Chair Snell made a call for public comments prior to the vote. There were none.

Chair Snell called for a motion to adjourn to an Executive Session for the purpose of discussing issues related to collective bargaining strategies.

MOVED BY SECRETARY JOSEPH SECONDED BY TRUSTEE FREEMAN THAT THE BOARD MOVE TO AN EXECUTIVE SESSION TO DISCUSS COLLECTIVE BARGAINING STRATEGIES.

A ROLL CALL VOTE WAS TAKEN.

FREEMAN – AYE	JOSEPH – AYE	FARIS – AYE
KOEGEL – AYE	TURNER – AYE	SNELL – AYE

SIX AYE VOTES. NO NAY VOTES. MOTION PASSED.

The Board moved to Executive Session at 6:30 p.m.

The Board exited Executive Session and ended the Committee of the Whole session at 7:29 p.m.

I. CALL TO ORDER:

Chair Snell called the meeting to order at 7:36 p.m.

II. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

III. ADOPTION OF AGENDA

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

ALL PRESENT VOTED AYE. MOTION PASSED.

IV. SPECIAL PRESENTATIONS

Chair Snell called on President Shaink, who called on Mark Kennedy, Chief Human Resources Officer, to introduce Sharon Ewles, Staffing Manager, and Rebecca Martz, Staffing Coordinator. Ms. Ewles and Ms. Martz delivered a presentation on the PeopleAdmin Applicant Tracking System, providing an overview of the employee selection process, and showing how the system enables the electronic handling of employee recruitment and selections needs. They showed the steps taken leading up to the implementation of the program, its benefits as well as benefits for applicants, and also highlighted next steps.

V. COMMUNICATIONS

There were no communications.

VI. COMMENTS FROM THE PUBLIC

Brian Harding, speaking on behalf of the MCC Education Association, addressed the Board regarding the implementation of Michigan Public Act 152.

VII. APPROVAL OF MINUTES

TRUSTEE FARIS MOVED THAT THE REGULAR MEETING MINUTES OF SEPTEMBER 26, 2011 BE APPROVED. TREASURER KOEGEL SECONDED THE MOTION.

Chair Snell called for a vote to approve the minutes of September 26, 2011.

ALL PRESENT VOTED AYE. MOTION PASSED.

VIII. INFORMATIONAL REPORTS

Acceptance of Standing Board Committee Reports:

1. Personnel (Joseph, Faris, Turner): Secretary Joseph reported that the Personnel Committee met on October 19, 2011. Notes from that meeting appear as Attachment A.
2. Finance/Audit (Koegel, Freeman, Snell): Treasurer Koegel reported that the Finance/Audit Committee met on October 19, 2011. Notes from that meeting appear as Attachment B.

Other Reports:

1. MCCA Board of Directors Autumn Meeting (Fugate): Dr. Amy Fugate, Vice-President of Academic Affairs provided a brief report on the MCCA Board of Directors Autumn Meeting, held October 7-8 at Muskegon Community College.
2. ACCT Leadership Congress (Joseph, Shaink): Secretary Joseph and President Shaink provided a brief report on the ACCT Leadership Congress, held October 10-15 in Dallas, Texas. Copies of materials received from the Congress were distributed as well.

IX. UNFINISHED BUSINESS

There was no unfinished business.

X. NEW BUSINESS

Consent Agenda:

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

MOVED BY TREASURER KOEGEL, SECONDED BY TRUSTEE FARIS THAT THE BOARD APPROVE THE CONSENT AGENDA.

Chair Snell called for a vote on the Consent Agenda, Item 1.18, Treasurer's Report for September 2011.

ALL PRESENT VOTED AYE. MOTION PASSED.

Individual Items:

Chair Snell called for a motion to approve Item 1.19, Administrative, Academic & Library Computers, Lifecycle Program – Purchase Award.

MOVED BY SECRETARY JOSEPH, SECONDED BY TRUSTEE FREEMAN THAT ITEM 1.19 BE APPROVED.

Chair Snell called for the vote on Item 1.19.

ALL PRESENT VOTED AYE. MOTION PASSED.

XI. ADMINISTRATIVE ITEMS

President's Report: President Shaink submitted the Executive Summary and then called on Mr. Kennedy, who introduced new employee Michelle Glenn. He reviewed upcoming dates and commented on the recent recognitions and accolades bestowed on the College.

Dr. Shaink thanked Ms. Ewles and Ms. Martz for their special presentation, and called on Scott Jenkins, Vice-President, Student & Administrative Services, who provided information on the Regional College Fair, annual Halloween Party, and the upcoming Winter sports season. President Shaink highlighted a recent *Community College Week* news article written by Cheryl Bassett, Chief Technology Officer and Randy Schapel, Director, Computer & Networking Services, and congratulated all those involved in putting on a successful presentation with Patti Smith as part of the Ballenger Lecture Series.

Finally, President Shaink praised the inclusion of Mott Middle/Early College students as part of the College's student choir.

XII. MISCELLANEOUS BUSINESS

COMMENTS FROM BOARD MEMBERS (Item 4.04):

Trustee Joseph thanked Ms. Ewles and Ms. Martz for their presentation.

Trustee Koegel commented about how impressed he was with the reports.

Trustee Freeman commended the Ballenger Lecture Series committee and all those who helped organize the Patti Smith event.

Trustee Turner thanked Mr. Harding for his comments, and also thanked Secretary Joseph and President Shaink for reporting about the ceremony held at the ACCT conference in his mother's memory.

Trustee Faris praised the evening's presentations, saying it gave her much to think about. She also mentioned her work on the MCCA Legislative Committee and the newly formed Mott Campus Clowns.

Chair Snell commented on all the wonderful things happening at the College, and discussed his recent opportunity to appear with and meet Vice President Biden during his recent visit to Flint to discuss public safety issues.

XIII. EXECUTIVE SESSION

An Executive Session was previously held during the Committee of the Whole.

XIV. ADJOURNMENT

Chair Snell declared the meeting adjourned at 8:50 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, October 19, 2011, 4:00 p.m., CM 1019

Present: Joseph, Faris, Turner

The meeting was called to order at 4:02 p.m. by Trustee Joseph.

Consent Agenda

Treasurer's Report for September 2011: Larry Gawthrop, Chief Financial Officer, detailed the Treasurer's Report for September 2011, reporting that total revenues for the period ended September 30 were approximately \$23.2 million, representing 30.1% of the annual budget, which is 3.2% higher than last year at this time. Expenditures year-to-date were at \$14.2 million, representing 18.2% of the annual budget. Tuition and fee revenues were \$15.9 million, and property taxes were \$6.4 million.

There was also discussion on the upcoming audit report, the General Motors tax appeal, a Governmental Accounting Standards Board (GASB) proposal that would require the College to account for MPSERS unfunded liability, and Accounts Receivable as it relates to student aid.

Individual Items

Administrative, Academic, & Library Computers, Lifecycle Program – Purchase Award: A copy of the resolution was included for review. Dr. Amy Fugate, Vice-President, Academic Affairs, provided background information on the resolution, which will be presented to the Board for approval on Monday.

Other Items

Staffing Transaction Report: Mark Kennedy, Chief Human Resources Officer, presented the Staffing Transaction Report for September 2011.

Trustee Joseph adjourned the meeting at 5:09 p.m.

FINANCE/AUDIT COMMITTEE

Wednesday, October 19, 2011, 12:00 p.m., CM 1019

Present: Koegel, Freeman, Snell

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

Consent Agenda

Treasurer's Report for September 2011: Larry Gawthrop, Chief Financial Officer, detailed the Treasurer's Report for September 2011, reporting that total revenues for the period ended September 30 were approximately \$23.2 million, representing 30.1% of the annual budget, which is 3.2% higher than last year at this time. Expenditures year-to-date were at \$14.2 million, representing 18.2% of the annual budget. Tuition and fee revenues were \$15.9 million, and property taxes were \$6.4 million.

There was also discussion on the upcoming audit report, the General Motors tax appeal, state legislation proposing the elimination of personal property taxes for businesses, a Governmental Accounting Standards Board (GASB) proposal that would require the College to account for MPSERS unfunded liability, and Accounts Receivable as it relates to student aid.

Individual Items

Administrative, Academic, & Library Computers, Lifecycle Program – Purchase Award: A copy of the resolution was included for review. Dr. Amy Fugate, Vice-President, Academic Affairs, provided background information on the resolution, which will be presented to the Board for approval on Monday.

Other Items

Staffing Transaction Report: Mark Kennedy, Chief Human Resources Officer, presented the Staffing Transaction Report for September 2011.

Trustee Koegel adjourned the meeting at 1:07 p.m.