

BOARD OF TRUSTEES
CHARLES STEWART MOTT COMMUNITY COLLEGE
OFFICIAL MINUTES OF REGULAR MEETING, NOVEMBER 28, 2005
VOLUME 37

SCHEDULED MEETING:
7:30 p.m.

BOARD CONFERENCE ROOM:
North Ballroom,
Prah College Center

TRUSTEES PRESENT:

James Bettendorf
Lenore Croudy
Andrew (Andy) Everman
Albert J. Koegel
John L. Snell, Jr.
Celia M. Turner

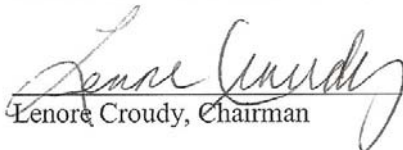
TRUSTEES ABSENT:


Ehren J. Gonzales

PRESIDING OFFICER:

Lenore Croudy, Chairman
Regular Board Meeting: 7:33 p.m. – 9:23 p.m.
(Executive Session 8:45 p.m. to 9:22 p.m.)

CERTIFIED AS CORRECT:


Lenore Croudy, Chairman


James B. Bettendorf, Secretary

BOARD OF TRUSTEES
CHARLES STEWART MOTT COMMUNITY COLLEGE
Regular Meeting, November 28, 2005
Volume 37

Official Minutes of Regular Meeting of November 28, 2005

COMMITTEE OF THE WHOLE SESSION:

The Committee of the Whole session took place in the Genesee Room of the Prah College Center and consisted of a trustee discussion on Chapter 1 of the Establishing and Sustaining Learning-Centered Community College book. Trustee Snell was this month's designated Trustee Facilitator. It was noted that there will be no Committee of the Whole meeting in December, and that the Trustee Facilitator for the January Committee of the Whole discussion will be Trustee Bettendorf.

Following the Board discussion, Dean Patricia Markowicz provided an update on the Accelerated Health Care Career Training Initiative, followed by an update on the Math Empowerment Center by Dean Johanna Brown. The session concluded at 7:25 p.m.

I. CALL TO ORDER:

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

II. ADDITIONS TO THE AGENDA

Chairman Croudy stated that there were no additions to the agenda.

III. ADOPTION OF AGENDA

MOVED BY TRUSTEE SNELL, SUPPORTED BY TRUSTEE BETTENDORF, THAT THE AGENDA BE ADOPTED AS PRESENTED.

ALL PRESENT VOTED AYE. MOTION PASSED.

IV. SPECIAL PRESENTATIONS

Chairman Croudy stated that Michael Kelly would not be providing an update on Governor Granholm's "Return to Learn" program due to family responsibilities.

President Shaink introduced Gail Ives and Steve Robinson. Gail Ives provided a detailed update on MCC's AQIP Conversation Day held November 4th, and explained the data that has been obtained to date. Steve Robinson then provided an overview of the work that will take place between now and May of 2006 to prioritize all propositions, review and receive additional input by MCC employees, and eventually identify the three to four specific AQIP action projects.

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:

MOVED BY TRUSTEE SNELL, SUPPORTED BY TRUSTEE BETTENDORF, THAT THE REGULAR BOARD MEETING MINUTES OF SEPTEMBER 26, 2005, AND THE REGULAR BOARD MEETING MINUTES OF OCTOBER 24, 2005, BE APPROVED AS PRESENTED.

Trustee Everman requested that a correction be made on page 55f to change the cited policy number from 1130 to 1630.

MOVED BY TRUSTEE SNELL, SUPPORTED BY TRUSTEE EVERMAN, THAT THE MINTUES BE APPROVED WITH THE CORRECTION.

ALL PRESENT VOTED AYE. MOTION PASSED.

Trustee Everman also asked why the Trustee Leadership Scholarship and Emeritus Status topics were not on the Board agenda as he requested. Chairman Croudy stated that it was her understanding that these issues were discussed at the sub-committees, and that more information was needed. These issues will be discussed again at the December sub-committee meetings, and will be on the Board agenda in December for possible discussion or action.

Trustee Everman emphasized that his point was that any trustee has the right to place an item on the agenda for consideration.

VIII. INFORMATIONAL REPORTS

Acceptance of Standing Board Committee Reports:

1. Personnel (Turner, Bettendorf, Gonzales): Trustee Turner reported that the Personnel Committee met on November 16, 2005. Minutes from that meeting appear as Attachment A.
2. Finance (Koegel, Everman, Snell): Trustee Koegel reported that the Finance Committee also met on November 16, 2005. Minutes from that meeting appear as Attachment B.

IX. UNFINISHED BUSINESS

There was no unfinished business.

X. NEW BUSINESS

Consent Agenda:

MOVED BY TRUSTEE SNELL, SUPPORTED BY TRUSTEE KOEGEL, THAT ITEMS 1.26 AND 1.27 BE APPROVED EN MASSE.

ALL PRESENT VOTED AYE. MOTION PASSED.

Individual Action Items:

MOVED BY TRUSTEE BETTENDORF, SUPPORTED BY TRUSTEE SNELL, THAT ITEM 1.28, A NATURAL GAS PURCHASE AGREEMENT, BE APPROVED AS PRESENTED.

Secretary Bettendorf read the resolution in its entirety. Discussion about alternative sources of energy took place.

CHAIRMAN CROUDY CALLED FOR THE VOTE:

FIVE AYE. ONE NAY (EVERMAN).
MOTION PASSED.

XI. ADMINISTRATIVE ITEMS

President Shaink distributed the President's Executive Summary to each trustee.

He thanked Trustee Snell for leading the Board discussion during the Committee of the Whole meeting. He also thanked Gail Ives and Steve Robinson for their presentations on AQIP, and Deans Johanna Brown and Patricia Markowicz for their presentations during the Committee of the Whole session.

He reviewed upcoming dates, and then asked Mark Kennedy to introduce new employees who were present.

Mark Kennedy introduced Mike Thompson, Interim Executive Dean of Curriculum; Pamela Boyle, Financial Aid Specialist; and Wanda Brown, Financial Aid Specialist.

Chairman Croudy welcomed the new trustees to the "MCC family".

XII. MISCELLANEOUS BUSINESS:

COMMENTS FROM BOARD MEMBERS (Item 4.04):

Trustee Everman suggested that the MCC Board have a meeting with the Flint Board of Education to exchange ideas with them and come up with a "plan of action". He also asked about the MCC nurse, and about MCC's preparedness for the "bird flu". He also asked how final grades would be disbursed if there was a major snowstorm, etc. He asked that those issues be looked at. He also encouraged MCC to consider becoming a member of the State of Michigan Energy Purchase Cooperative, and have someone attend those meetings to stay informed about possible energy savings. He also requested minutes from the President's monthly meetings with the Union Presidents to keep all trustees "up to speed about what is going on". He also stated that the "Clio Project" should be discussed at the sub-committee meetings because he has "concerns that have nothing to do with the contract , but I think it takes place with all of the campuses that we have outside of the City of Flint."

Trustee Koegel thanked all of the presenters that Dr. Shaink named earlier.

Trustee Bettendorf stated that he was also impressed with the presentations of the evening, and with the AQIP process. He said that he thought Conversation Day was very well done and very detailed and helpful.

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Trustee Snell stated that he was surprised and amazed at the way ideas are coming together and

how much they all focus on student learning. He added that “our college is above the curve and moving forward”. He added that he is glad that the Board is reading the Establishing and Sustaining Learning-Centered Community Colleges book.

Trustee Turner also thanked all of the presenters of the evening. She stated that she was impressed with the magnitude of MCC’s Conversation Day, and that 500 people took part. She said that it shows the level of commitment across the college to make certain that students get the skills and training that they need.

Chairman Croudy welcomed new members of the MCC family and invited everyone to attend the Committee of the Whole sessions when the Board discusses the Establishing and Sustaining Learning-Centered Community Colleges book.

XIII. EXECUTIVE SESSION

Board Attorney James Delaney indicated an executive session is recommended to review opinion letter(s) from MCC attorneys.

MOVED BY TRUSTEE SNELL, SUPPORTED BY TRUSTEE BETTENDORF, THAT THE BOARD MOVE INTO EXECUTIVE SESSION TO REVIEW AN OPINION LETTER(S) FROM M.C.C. ATTORNEYS.

A ROLL CALL VOTE WAS TAKEN:
ALL PRESENT VOTED AYE. MOTION PASSED.

Chairman Croudy stated that the Board would move into Executive Session, and that no further action would take place that evening other than to re-convene to adjourn.

The MCC Board of Trustees moved into Executive Session in the Pahl College Center Room #8 at 8:45 p.m., and re-convened into open session at 9:22 p.m.

XIV. ADJOURNMENT

Chairman Croudy declared the meeting adjourned at 9:23 p.m.

PERSONNEL COMMITTEE

Attachment A

December 14, 2005 - 4:00 p.m., CM 1019

Present: Turner, Bettendorf. Gonzales via speakerphone.

Trustee Turner called the Board Personnel Committee meeting to order on Wednesday, December 14, 2005.

Special Reports:

Special guest Dolores Deen, Dean of Student Services, provided a brief report on the Trustee Leadership Scholarship. A more detailed report was provided to the Finance Committee in response to a question posed by Trustee Everman.

Scott Jenkins provided a brief report on MCC's emergency plans including a report on how final grades are now entered on the web access site by MCC faculty members. This was in response to a question posed by Trustee Everman regarding snow and/or disease emergencies.

Consent Agenda:

Treasurer's Report: Kelli Sproule provided a brief overview of the budget. She noted that some investment changes relative to the Ballenger Trust had been made by Citizen's Bank which lowered the first quarter income distribution to MCC. This change is expected to improve the trust income significantly in the remaining three quarters of the fiscal year. She added that a budget amendment will be brought forward for Board approval at the January Board meeting.

Lease with Ferris State University: Scott Jenkins reported that this is a renewal lease for space in the MCC University Center in the Mott Memorial Building, with additional space requested for classroom space in the Livingston County M-TEC. Mike Bower, Executive Dean of Continuing Education, was present to answer specific questions about the Ferris State program offerings.

Bid Award – Workforce Development Institute for Simulation Technology: Tom Crampton provided an overview of this bid award, and answered questions about how this automated manufacturing cell equipment would integrate into the curriculum. The award is for \$163,543 and will be funded through a grant.

Individual Action Items:

Approval of Board Policy 5403: Mark Kennedy stated that in response to the Social Security Privacy Act recently enacted by the State of Michigan, MCC like all other employers is required to ensure the confidentiality of social security numbers and to develop proper practices for disposing of documents containing social security numbers. This policy will ensure that MCC is in compliance with the law.

PERSONNEL COMMITTEE MEETING

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Extension of Pro-Tech Labor Agreement: Mark Kennedy stated that this is a one-year extension of the Professional-Technical bargaining agreement. It provides for a 2.8% increase to the salary schedule and extends the contract to June 30, 2007.

Other/Discussion Items:

Staffing Transactions Report: Mark Kennedy reviewed the staffing transactions report. The retirements of Bill Angus and Patricia Montpas were noted.

Lease for Space in Pamida Building (Clio): Kelli Sproule stated that MCC is currently negotiating with the owners of the Pamida Building in Clio for space to be used for the Northern Tier Campus in the future. The details of the lease are not complete as of this date. The lease will be brought forward for review and discussion at the January sub-committee meetings.

President Shaink reported to the Personnel Committee members that the issues brought forward by Trustee Everman at the November 28, 2005 Board of Trustees meeting were discussed at the Finance Committee meeting. Those issues were: A Joint Meeting with Flint Board of Education; the Michigan Energy Cooperative; Minutes from Union President's Meetings with President Shaink; Concerns with Branch Campuses outside City of Flint; and Emeritus Status for Carolyn Sterns. (See Finance Committee minutes for details)

Employee Update: Mark Kennedy stated that there were no issues to discuss. For that reason, there was no executive session.

FINANCE COMMITTEE

November 16, 2005, 12:00 noon, CM 1019

Present: Koegel, Everman, Snell.

Trustee Koegel called the Board Finance Committee meeting to order on Wednesday, November 16, 2005.

Special Reports:

Update on Northern Tier Site: President Shaink stated that the update on the Northern Tier site would be given in two parts. The first part of the update would be “public” information about the need to relocate the Northern Tier site, and the second part would be specific information about a draft lease which is confidential and for that reason would be discussed in closed session at the end of the meeting. Kelli Sproule provided “public” information about enrollment trends and projections for growth in the Clio area, and provided data about why a relocation of the Northern Tier site is being considered. She also provided a copy of a news article published in the Mt. Morris/Clio Herald newspaper, and a graph displaying the “home school districts” of current Northern Tier enrolled students. She added that a formal lease will be brought forward for Board approval at the December 19th Board of Trustees meeting.

Trustee Leadership Scholarship: Trustee Everman requested that the Trustee Leadership scholarship be on the agenda for discussion, and stated that he would like to see the Trustee Scholarship awardees be used as a “target group” for key performance indicators much like those being proposed by the State of Michigan. He suggested an orientation class for the scholarship awardees at the beginning of the semester to make them aware of existing support services, with follow-up within the first five weeks of the semester. Jennifer Dow, representing the Student Services area, was present, and will follow-up with Dolores Deen and Scott Jenkins. After exploring the suggestion, a response will be brought back to the trustees at next month’s sub-committee meetings.

Conferring of Emeritus Status: In Mark Kennedy’s absence, Kate Accivatti reported that the conferring of emeritus status was approved by the Board of Trustees in 1986. Changes to emeritus policy to clarify the process for granting emeritus status to deceased employees was approved at the October 24th Board of Trustees meeting. She added that this month’s staffing transactions report confers emeritus status upon nine deceased employees who should have previously received emeritus status.

Trustee Everman asked if Carolyn Sterns, an employee of the Flint Public Schools during the 1930’s, and who was active in trying to organize a union, could be honored by the Board of Trustees. President Shaink provided the trustees with a copy of Board Policy #4205, Naming Buildings, Ground and Facilities for Financial Support, and also provided

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trustees with a packet of information from the Foundation for MCC regarding specific “naming opportunities”. It was suggested that Trustee Everman meet with Foundation President Lennetta Coney to discuss possible ways, within existing board policy, to honor Carolyn Sterns. Trustee Snell requested more information about Ms. Sterns before any decision was made, which Trustee Everman stated he would bring to the next sub-committee meeting.

Consent Agenda Items:

Treasurer’s Report: Kelli Sproule reviewed the budget statements for the month of October 2005.

Appointments to Fill Vacancies on Citizen-Lay Advisory Committees: Bill Angus reported that these are appointments fill vacancies which have occurred since the regular two-year appointments were made last year.

Individual Action Items:

Natural Gas Purchase Agreement: Kelli Sproule reported that this resolution approves a two-year master sale gas and transportation contract agreement with Constellation NewEnergy Gas Division, LLC. This will provide MCC with more flexibility in purchasing gas at the best possible price.

Informational Items:

Staffing Transactions Report: Kate Accivatti, in Mark Kennedy’s absence, reviewed the Staffing Transactions report, and provided a brief update on employee related matters.

Executive Session:

At 12:50 p.m., it was moved by Trustee Snell, and supported by Trustee Koegel, that the committee move into an executive session to consider lease negotiations and employee issues consistent with the open meetings act. All present concurred. Persons not directly involved with these issues left the meeting at this time.

The meeting concluded at 1:17 p.m.