SCHEDULED MEETING:  7:30 p.m.

BOARD CONFERENCE ROOM:  
Room 1301
Regional Technology Center

TRUSTEES PRESENT:  
Michael A. Freeman
Anne Figueroa
Sally Shaheen Joseph
Art Reyes
John L. Snell, Jr.
Rafael C. Turner

TRUSTEES ABSENT:  
Matthew Norwood

PRESIDING OFFICER:  
Michael Freeman, Chairperson
Regular Board Meeting: 7:34 p.m. to 9:05 p.m.

Certified as Correct:

Michael Freeman, Chairperson  Sally Shaheen Joseph, Secretary
Chair Freeman called the Committee of the Whole session to order at 6:47 p.m. He called on President Walker-Griffea, who introduced Larry Gawthrop, Chief Financial Officer. Mr. Gawthrop provided an overview of the 2016-2017 Final Budgets and the proposed 2017-2018 budgets, referencing 2016-2017 revenues and expenditures, including tuition and fee revenue, as well as changes in property taxes and state appropriations. In discussing the proposed 2017-2018 budgets, Mr. Gawthrop highlighted operating trends, potential strategies for revenue growth, and asset management, among other issues.

Following a brief question and answer period, Chair Freeman adjourned the session at 7:27 p.m.

CALL TO ORDER:

Chair Freeman called the meeting to order at 7:34 p.m.

II. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

III. ADOPTION OF AGENDA

SECRETARY JOSEPH MOVED THAT THE AGENDA BE ADOPTED. TREASURER SNELL SECONDED THE MOTION.

Chair Freeman called for a vote to adopt the agenda.

ALL PRESENT VOTED AYE. MOTION PASSED.

IV. SPECIAL PRESENTATIONS

Chair Freeman asked Secretary Joseph to read Item 1.33 (Recognition of Contributions of Dr. Edwin Novak).

Secretary Joseph read the resolution.

Chair Freeman called for a motion to approve Item 1.33.

MOVED BY SECRETARY JOSEPH, SECONDED BY TRUSTEE REYES THAT THE BOARD APPROVE ITEM 1.33.

Chair Freeman called for a vote on Item 1.33.
Chair Freeman called on Dr. Walker-Griffea, who called on Sharon Ewles, Interim Associate Vice President, Human Resources. Ms. Ewles introduced Debbie Adams, Staff Assistant III, Technology Division, and Carol Nielsen, Cosmetology Program Coordinator, who were named the 2017 Outstanding Staff Member and Faculty Member of the Year, respectively.

Ms. Ewles then introduced Daphne Epps, Mary Ann Kost, Charlease Peat, and Kenyada Dent, members of the Flint Jobs for Michigan Graduates (JMG) Team, through Workforce Development. The team was recently recognized by the State of Michigan for overall excellence. Matthew Campbell was also recognized, but was absent. Ms. Kost was also recognized for being named JMG Specialist of the Year.

Finally, Dr. Amy Fugate, Vice President, Academic Affairs, was acknowledged for being named an Outstanding College Administrator by Phi Theta Kappa International Honor Society.

Next, President Walker-Griffea called on Mr. Gawthrop, who gave an abbreviated version of his earlier presentation on the 2016-2017 budget and the proposed 2017-2018 budget.

Finally, Dr. Walker-Griffea called on Lennetta Coney, Executive Director, College & Community Advancement, and President, Foundation for Mott Community College, to present the year-end Institutional Advancement Report.

V. COMMUNICATIONS

There were no communications.

VI. COMMENTS FROM THE PUBLIC

There were no comments from the public.

VII. APPROVAL OF MINUTES

TRUSTEE FIGUEROA MOVED THAT THE MINUTES FROM THE APRIL 17, 2017 REGULAR MEETING BE APPROVED. TREASURER SNELL SECONDED THE MOTION.

Trustee Reyes cited that the minutes did not list him as present or absent for the meeting; the minutes should reflect that he was in attendance.

Chair Freeman called for a vote to approve the minutes of April 17, 2017, as corrected.

ALL PRESENT VOTED AYE. MOTION PASSED.

TREASURER SNELL MOVED THAT THE MINUTES FROM THE MAY 22, 2017 SPECIAL COMMITTEE OF THE WHOLE BE APPROVED. VICE CHAIR TURNER SECONDED THE MOTION.

Chair Freeman called for a vote to approve the minutes of May 22, 2017.

ALL PRESENT VOTED AYE. MOTION PASSED.
VIII. INFORMATIONAL REPORTS

Acceptance of Standing Board Committee Reports:

1. Personnel (Joseph, Norwood, Reyes): Secretary Joseph reported that the Personnel Committee met on June 21, 2017. Minutes from that meeting appear as Attachment A.

2. Finance/Audit (Snell, Figueroa, Turner): Treasurer Snell reported that the Finance/Audit Committee met on June 21, 2017. Minutes from that meeting appear as Attachment B.

Other Reports:

1. Board Goals and Objectives Committee (Turner, Figueroa, Freeman): Vice Chair Turner reported that the Goals and Objectives Committee met on April 26, 2017. Minutes from that meeting appear as Attachment C.

2. AACC Annual Convention (Snell): Treasurer Snell gave a report on the AACC Annual Convention, held April 22-25.

IX. UNFINISHED BUSINESS

There was no unfinished business.

X. NEW BUSINESS

Consent Agenda:

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

MOVED BY TREASURER SNELL, SECONDED BY TRUSTEE REYES THAT THE BOARD APPROVE THE CONSENT AGENDA.

Chair Freeman called for a vote on the Consent Agenda, Item 1.34 (Treasurer’s Report for May 2017) and Item 1.35 (Schedule of Regular Meeting for 2017-2018).

ALL PRESENT VOTED AYE. MOTION PASSED.

Individual Items:

Chair Freeman called for any public comments related to the proposed 2017-2018 operating budgets and/or property tax millage rates. There were none.

Chair Freeman called for a motion to approve Item 1.36 (Approval of Property Tax Millage Rates for 2017-2018).

MOVED BY TRUSTEE FIGUEROA, SECONDED BY TREASURER SNELL THAT THE BOARD APPROVE ITEM 1.36.

Chair Freeman called for a vote on Item 1.36.
Chair Freeman called for a motion to approve Item 1.37 (2016-2017 Budget Amendment).

MOVED BY TREASURER SNELL, SECONDED BY TRUSTEE TURNER THAT THE BOARD APPROVE ITEM 1.37.

Chair Freeman called for a vote on Item 1.37.

ALL PRESENT VOTED AYE. MOTION PASSED.

Chair Freeman called for a motion to approve Item 1.38 (2017-2018 Budgets for Adoption).

MOVED BY TRUSTEE FIGUEROA, SECONDED BY TREASURER SNELL THAT THE BOARD APPROVE ITEM 1.38.

Chair Freeman called for a vote on Item 1.38.

ALL PRESENT VOTED AYE. MOTION PASSED.

Chair Freeman called for a motion to approve Item 1.39 (Authorization of Issuance of Refunding Bonds, Series 2017).

MOVED BY TRUSTEE REYES, SECONDED BY SECRETARY JOSEPH THAT THE BOARD APPROVE ITEM 1.39.

Chair Freeman called for a vote on Item 1.39.

ALL PRESENT VOTED AYE. MOTION PASSED.

Chair Freeman called for a motion to approve Item 1.40 (Designated Funds – Student Success Initiatives, Professional Development Initiatives, and Future Funding Initiatives).

MOVED BY TRUSTEE REYES, SECONDED BY TREASURER SNELL THAT THE BOARD APPROVE ITEM 1.40.

Chair Freeman called for a vote on Item 1.40.

ALL PRESENT VOTED AYE. MOTION PASSED.

Chair Freeman called for a motion to approve Item 1.41 (Asbestos Surveys – Purchase Award).

MOVED BY TREASURER SNELL, SECONDED BY TRUSTEE REYES THAT THE BOARD APPROVE ITEM 1.41.

Chair Freeman called for a vote on Item 1.41.

ALL PRESENT VOTED AYE. MOTION PASSED.
Chair Freeman called for a motion to approve Item 1.42 (Extension Site Custodial Services – Purchase Award).

MOVED BY SECRETARY JOSEPH, SECONDED BY TRUSTEE REYES THAT THE BOARD APPROVE ITEM 1.42.

Chair Freeman called for a vote on Item 1.42.

ALL PRESENT VOTED AYE. MOTION PASSED.

Chair Freeman called for a motion to approve Item 1.43 (Regional Technology Center Boiler Repair – Purchase Award).

MOVED BY SECRETARY JOSEPH, SECONDED BY TRUSTEE REYES THAT THE BOARD APPROVE ITEM 1.43.

Chair Freeman called for a vote on Item 1.43.

ALL PRESENT VOTED AYE. MOTION PASSED.

Chair Freeman called for a motion to approve Item 1.44 (Appointment of Michigan Community College Association (MCCA) Board of Directors Representatives).

MOVED BY VICE CHAIR TURNER, SECONDED BY TREASURER SNELL THAT THE BOARD APPROVE ITEM 1.44.

Chair Freeman called for a vote on Item 1.44.

ALL PRESENT VOTED AYE. MOTION PASSED.

Chair Freeman called for a motion to approve Item 1.45 (American Association of Community Colleges (AACC) Representation).

MOVED BY SECRETARY JOSEPH, SECONDED BY VICE CHAIR TURNER THAT THE BOARD APPROVE ITEM 1.45.

Chair Freeman called for a vote on Item 1.45.

ALL PRESENT VOTED AYE. MOTION PASSED.

Chair Freeman called for a motion to approve Item 1.46 (Association of Community College Trustees (ACCT) Representation).

MOVED BY TRUSTEE REYES, SECONDED BY TRUSTEE FIGUEROA THAT THE BOARD APPROVE ITEM 1.46.

Chair Freeman called for a vote on Item 1.46.

ALL PRESENT VOTED AYE. MOTION PASSED.
Chair Freeman called for a motion to accept the first reading of Item 1.47 (Amendments to Board Policy 4410 (Purchasing) – First Reading).

MOVED BY TRUSTEE FIGUEROA, SECONDED BY TRUSTEE REYES THAT THE BOARD ACCEPT THE FIRST READING OF ITEM 1.47.

Chair Freeman called for a vote on Item 1.47.

ALL PRESENT VOTED AYE. MOTION PASSED. THE RESOLUTION WILL BE BROUGHT FORTH AGAIN FOR APPROVAL AT THE AUGUST 2017 MEETING.

Chair Freeman called for a motion to accept the first reading of Item 1.48 (Board Policy 7008 (Student Success) – First Reading).

MOVED BY TREASURER SNELL, SECONDED BY TRUSTEE REYES THAT THE BOARD ACCEPT THE FIRST READING OF ITEM 1.48.

Chair Freeman called for a vote on Item 1.48.

ALL PRESENT VOTED AYE. MOTION PASSED. THE RESOLUTION WILL BE BROUGHT FORTH AGAIN FOR APPROVAL AT THE AUGUST 2017 MEETING.

XI. ADMINISTRATIVE ITEMS

Chair Freeman called on President Walker-Griffea, who referred to the Board’s Institutional Priorities for 2016-2017, providing a brief report on the actions and initiatives that took place over the past year in response to the Level I, Level II, and Level III priorities. She then highlighted the 2017-2018 Institutional Priorities, which were developed during the Board retreat in May.

Dr. Walker-Griffea distributed the Executive Summary and highlighted upcoming dates including the Nursing Pinning Ceremony on June 29, the MCC Trustee Institute and Summer Workshop, taking place July 25-28, and Board meeting dates for August. She also informed the Board that a Special meeting would need to be scheduled in July for the purpose of considering the approval of the Faculty and Maintenance & Operational (M&O) contracts.

President Walker-Griffea called on Ms. Ewles to introduce new employee Dr. Tanya McFadden, Vice President for Student Success and Enrollment Management.

Dr. Walker-Griffea thanked the members of the Bruin Club of Genesee County and the MCC Alumni Association for the discussion during the Board dinner, and thanked Mr. Gawthrop and his team for their hard work on developing and maintaining the College’s budgets. She thanked Ms. Coney and Dale Weighill for their work as well, and again congratulated all the award winners.
XII. MISCELLANEOUS BUSINESS

Comments from Board Members:

Trustee Reyes had no comments.

Treasurer Snell had no comments.

Secretary Joseph thanked everyone for their concerns and commended the reports received during the meeting.

Vice Chair Turner thanked Mr. Gawthrop and his team for their work on the budgets, and wished Mr. Koehler well in his retirement, adding that he will be missed. Mr. Turner recognized Mr. Anthony Alexander, who was stepping down as President of the Bruin Club of Genesee County, and thanked him for his longtime support to the College. He thanked John Krupp, President of the MCC Alumni Association for the insight provided during the earlier dinner between the Board and members of the Bruin Club and the Alumni Association. Finally, he congratulated the JMG team and commended President Walker-Griffea for her work moving the College forward. Vice Chair Turner also recognized Ms. Coney and her family for helping to establish a scholarship at their church.

Trustee Figueroa also thanked Dr. Walker-Griffea for her work moving the College in the right direction. She also thanked Secretary Joseph for her service as a member of the MCCA Board of Directors, and praised the family support shown at the Workforce Graduation.

Chair Freeman had no comments.

XIII. EXECUTIVE SESSION

There was no Executive Session.

XIV. ADJOURNMENT

Chair Freeman declared the meeting adjourned at 9:05 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, April 12, 2017, 4:00 p.m., CM1019
Present: Joseph, Norwood, Reyes

Trustee Joseph called the meeting to order at 4:01 p.m.

Recognition of Contributions of Dr. Edwin Novak: A copy of the resolution was provided for review. President Walker-Griffea explained that the resolution was in honor of former Trustee Dr. Edwin Novak, adding that the Novak family would be holding a memorial service in Dr. Novak’s honor on July 31, where a copy of the resolution, if passed, would be presented by Robert Matthews, Associate Vice President, Workforce and Economic Development, on behalf of the College.

Consent Agenda:

Treasurer’s Report for May 2017: Larry Gawthrop, Chief Financial Officer, reported that total revenues for the period ended May 31 were approximately $67.4 million, representing 89.9% of the annual budget, which was 1% lower compared to last year at this time. Expenditures for the nine months were $61.5 million, representing 83.8% of the annual budget. Tuition and fee revenues were $32.6 million, and property taxes were approximately $17.1 million.

Schedule of Regular Meetings for 2017-2018: A copy of the resolution was provided for review. The schedule will be presented to the Board for approval on Monday as part of the Consent Agenda.

Individual Items:

Approval of Property Tax Millage Rates for 2017-2018
2016-2017 Budget Amendment
2017-2018 Budgets for Adoption
Authorization of Issuance of Refunding Bonds, Series 2017: A copy of each resolution was provided for review. Mr. Gawthrop provided details on the millage rates, budgets and bond refunding. All resolutions will be presented to the Board for approval at Monday’s meeting.

Designated Funds – Student Success Initiatives, Professional Development Initiatives, and Future Funding Initiatives: A copy of the resolution was included for review. Mr. Gawthrop provided background and rationale on the resolution, which will be presented to the Board for approval at Monday’s meeting.

Asbestos Surveys – Purchase Award: A copy of the resolution was provided for review. Mr. Gawthrop provided rationale and background on the resolution, which will be presented to the Board for approval at Monday’s meeting.

Extension Site Custodial Services – Purchase Award: A copy of the resolution was provided for review. Mr. Matthews provided rationale and background on the resolution, which will be presented to the Board for approval at Monday’s meeting.

Regional Technology Center Boiler Repair – Purchase Award: A copy of the resolution was provided for review. Mr. Gawthrop provided rationale and background on the resolution, which will be presented to the Board for approval at Monday’s meeting.
Appointment of Michigan Community College Association (MCCA) Board of Directors Representatives
American Association of Community Colleges (AACC) Representation
Association of Community College Trustees (ACCT) Representation: A copy of each resolution was provided for review. Michael Simon, Board Relations Coordinator, explained that Chair Freeman intended to submit Trustee names for addition to the resolutions, which will be presented for Board approval at Monday’s meeting.

Amendment to Board Policy 4410 (Purchasing) – First Reading: A copy of the resolution was provided for review. Mr. Gawthrop provided background and rationale for the policy change, which will be presented to the Board for a first reading at Monday’s meeting.

Board Policy 7008 (Student Success) – First Reading: A copy of the resolution was provided for review. Dr. Tanya McFadden, Vice President, Student Success and Enrollment Management, provided rationale and background on the proposed new policy, which will be presented to the Board for approval at Monday’s meeting.

Other:


President’s Remarks: President Walker-Griffea called on Amberly Brennan, Chief of Staff, to provide an update on several legal matters involving the College. Dr. Walker-Griffea announced a recent recognition received by the College, and then gave an update on the Associate Vice President for Human Resources search. She then gave an update on the College’s efforts to have its Capital Outlay projects included in the state budget. Finally, she thanked Ms. Ewles and Bernice Lindke, Interim Vice President, Student Success for all the work they had done during their interim periods, and that this would be the last committee meeting that they would be attending in those interim roles.

Trustee Joseph adjourned the meeting at 5:06 p.m.
FINANCE/AUDIT COMMITTEE
Wednesday, June 21, 2017, 12:00 p.m., CM1019
Present: Snell, Figueroa, Turner

Trustee Snell called the meeting to order at 12:00 p.m.

Recognition of Contributions of Dr. Edwin Novak: A copy of the resolution was provided for review. President Walker-Griffea explained that the resolution was in honor of former Trustee Dr. Edwin Novak, adding that the Novak family would be holding a memorial service in Dr. Novak’s honor on July 31, where a copy of the resolution, if passed, would be presented by Robert Matthews, Associate Vice President, Workforce and Economic Development, on behalf of the College.

Consent Agenda:

Treasurer’s Report for May 2017: Larry Gawthrop, Chief Financial Officer, reported that total revenues for the period ended May 31 were approximately $67.4 million, representing 89.9% of the annual budget, which was 1% lower compared to last year at this time. Expenditures for the nine months were $61.5 million, representing 83.8% of the annual budget. Tuition and fee revenues were $32.6 million, and property taxes were approximately $17.1 million.

Schedule of Regular Meetings for 2017-2018: A copy of the resolution was provided for review. The schedule will be presented to the Board for approval on Monday as part of the Consent Agenda.

Individual Items:

Approval of Property Tax Millage Rates for 2017-2018
2016-2017 Budget Amendment
2017-2018 Budgets for Adoption
Authorization of Issuance of Refunding Bonds, Series 2017: A copy of each resolution was provided for review. Mr. Gawthrop provided details on the millage rates, budgets and bond refunding. All resolutions will be presented to the Board for approval at Monday’s meeting.

Designated Funds – Student Success Initiatives, Professional Development Initiatives, and Future Funding Initiatives: A copy of the resolution was included for review. Mr. Gawthrop provided background and rationale on the resolution, which will be presented to the Board for approval at Monday’s meeting.

Asbestos Surveys – Purchase Award: A copy of the resolution was provided for review. Mr. Gawthrop provided rationale and background on the resolution, which will be presented to the Board for approval at Monday’s meeting.

Extension Site Custodial Services – Purchase Award: A copy of the resolution was provided for review. Mr. Matthews provided rationale and background on the resolution, which will be presented to the Board for approval at Monday’s meeting.

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Appointment of Michigan Community College Association (MCCA) Board of Directors Representatives

American Association of Community Colleges (AACC) Representation

Association of Community College Trustees (ACCT) Representation: A copy of each resolution was
generated for review. Michael Simon, Board Relations Coordinator, explained that Chair Freeman intended
to submit Trustee names for addition to the resolutions, which will be presented for Board approval at
Monday’s meeting.

Amendment to Board Policy 4410 (Purchasing) – First Reading: A copy of the resolution was provided for
review. Mr. Gawthrop provided background and rationale for the policy change, which will be presented to
the Board for a first reading at Monday’s meeting.

Board Policy 7008 (Student Success) – First Reading: A copy of the resolution was provided for review. Dr.
Tanya McFadden, Vice President, Student Success and Enrollment Management, provided rationale and
background on the proposed new policy, which will be presented to the Board for approval at Monday’s
meeting.

Other:

Staffing Transaction Report: Sharon Ewles, Interim Associate Vice President, Human Resources,
presented the Staffing Transactions Report for June 2017.

President’s Remarks: President Walker-Griffea called on Amberly Brennan, Chief of Staff, to provide an
update on several legal matters involving the College. Dr. Walker-Griffea announced a recent recognition
received by the College, and then gave an update on the Associate Vice President for Human Resources
search. She then gave an update on the College’s efforts to have its Capital Outlay projects included in the
state budget. Finally, she thanked Ms. Ewles and Bernice Lindke, Interim Vice President, Student Success
for all the work they had done during their interim periods, and that this would be the last committee
meeting that they would be attending in those interim roles.

Trustee Snell adjourned the meeting at 12:46 p.m.
GOALS & OBJECTIVES COMMITTEE
Tuesday, April 26, 2017, 2:30 p.m., CM1019
Present: Turner, Freeman
Absent: Figueroa

Trustee Turner called the meeting to order at 2:33 p.m.

The committee continued discussion on the Board self-evaluation and the President evaluation process. Trustee Turner provided a copy of evaluation tools and criteria received from the ACCT. The committee discussed adding a discussion with the full Board during the May retreat, in addition to taking time to set goals, both for the Board and for the President. President Walker-Griffia recommended using the recurring themes from the Board dinner discussion to help shape the Board’s institutional goals and to create a perspective statement.

Trustee Turner adjourned the meeting at 3:11 p.m.