

## **Mid Michigan College Board of Trustees Regular Meeting**

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The meeting took place in the Esther C. Conference Room, Harrison Campus.

Present: Terry Petrongelli, Board Chair; Betty M. Mussell, Vice Chair; Richard S. Allen Jr., Secretary; Thomas W. Metzger, Treasurer; Carolyn C. Bay, Trustee; George Gilmore, Trustee

Absent: Eric T. Kreckman, Trustee

### **Agenda Item I: *CALL TO ORDER***

Board Chair Terry Petrongelli called the meeting to order at 7:13 PM.

### **Agenda Item II: *APPROVAL OF AGENDA***

Motion by Trustee Bay to approve the agenda with the addition of Agenda Item VI-H Summer Work Schedule. Second by Trustee Mussell. All Ayes; Motion Carried.

### **Agenda Item III: *PUBLIC COMMENT***

Board Chair Petrongelli asked for public comment, no one wished to comment.

### **Agenda Item IV: *APPROVAL OF CONSENT ITEMS***

Motion by Trustee Allen to approve the consent items as presented. Second by Trustee Metzger. All Ayes; Motion Carried.

### **Agenda Item V-A: *TUITION RATE APPROVAL***

Motion by Trustee Gilmore, to approve a 4% tuition rate increase for all students, effective for the 2021 Fall term. Second by Trustee Mussell.

Vice President of Finance and Facilities Lillian Frick presented information regarding tuition rates for the 2021-2022 fiscal year. Mid continues to have the second lowest millage rate in the state. That, combined with the low taxable property values in our district results in the lowest property tax support per student among Michigan community colleges.

A voice vote showed All Ayes from the Trustees; Motion Carried.

### **Agenda Item VI-A: *CORRESPONDENCE AND ANNOUNCEMENTS***

President Hood spoke about the upcoming virtual commencement ceremony on May 8th, launching at 11 AM on Mid's website, facebook page and youtube channel. There will also be a drive thru diploma pickup on June 5th from 1:00 - 4:00 PM at the Harrison Campus. He gave kudos to everyone working so hard to make these events a success for our students.

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President Hood and Vice President of Academic Affairs and Community Outreach Scott Mertes gave an update on bringing the Student Showcase back to Mid next year, to highlight the great work that our students have done.

### **Agenda Item VI-B: *BOARD MEETING SCHEDULE***

No motion was acted upon during this agenda item. Therefore, another schedule will be presented for approval at another time.

### **Agenda Item VI-C: *RIDING FLOOR SCRUBBER PURCHASE REQUEST***

Motion by Trustee Mussell to approve the purchase of a Riding Floor Scrubber utilizing CARES funds in the amount of \$42,380. Second by Trustee Metzger.

Vice President of Finance and Facilities Lillian Frick presented a request to purchase a riding floor scrubber that will reduce cleaning time, reduce exposures for workers comp injuries and allow for more time to ensure proper cleaning is being done all over campus during the pandemic and beyond. A voice vote showed All Ayes from the Trustees; Motion Carried.

### **Agenda Item VI-D: *RESOLUTION FOR ESTIMATED REVENUE***

Motion by Trustee Petrongelli to approve the Resolution for Estimated Revenue as presented. Second by Trustee Metzger.

Vice President of Finance and Facilities Lillian Frick presented information regarding the projections and assumptions for the estimated revenue for the 2021-2022 fiscal year. A voice vote showed All Ayes from the Trustees: Motion Carried.

### **Agenda Item VI-E: *APPROVAL FOR BENEFITS ADMINISTRATION CONSULTANT REQUEST***

Motion by Trustee Gilmore to approve contracting with Advantage Benefits Group as its Benefits Consultant effective July 1, 2021 for a three year engagement period, contingent on satisfactory implementation and performance in the first year. Second by Trustee Bay.

Associate Vice President of Human Resources Lori Fassett presented information regarding a request for proposal that was sent out regarding benefits administration and requested the trustees finalize the selection of Advantage Benefits Group as the new consultant. Kurt Swardenski from Advantage Benefits Consultants was present for the meeting to introduce himself and answer any questions the Trustees may have. A voice vote showed All Ayes from the Trustees: Motion Carried.

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### **Agenda Item VI-F: ZOOM SETUP OF 12 CLASSROOMS REQUEST**

Motion by Trustee Mussell to approve a technology purchase utilizing \$102,000 from CARES funding for the setup of Zoom technology in 12 classrooms. Second by Trustee Gilmore.

Vice President of Academic Affairs and Community Outreach Scott Mertes presented a request to setup Zoom technology in 12 classrooms (6 on the Harrison campus, 6 on the Mt. Pleasant campus) in order to better adapt to the various modalities of instruction the pandemic has brought to light. A voice vote showed All Ayes from the Trustees: Motion Carried.

### **Agenda Item VI-G: UNITRENDS SUPPORT RENEWAL/DISASTER RECOVERY SERVICE**

Motion by Trustee Petrongelli to renew the Unitrend support contract, including a new appliance and the cloud based disaster recovery solution for a total of \$56,095.15 for 3 years. Second by Trustee Gilmore.

Director of Information Technology Kirk Lehr presented a request to fund a renewal of Unitrends for data backup and support. The funding breakdown for this purchase would be \$24,872.05 from the Institutional Technology fund and \$31,223.00 from CARES funding. A voice vote showed All Ayes from the Trustees: Motion Carried.

### **Agenda Item VI-G: SUMMER WORK SCHEDULE**

President Hood presented the Board with a 4 day work week option for 12 weeks through the summer semester, starting May 10, 2021 through July 30, 2021. Hours of operation for the college would be Monday through Thursday 7:30 a.m to 5:00 p.m. with the college closed on Fridays. Employees would be expected to work the same hours as those of the hours of operation. This schedule could save the college between \$15,000 - \$30,000 by closing on Fridays.

ESPA President Al Ayers was present and received feedback from his union representatives. He stated that the feedback he received was mostly positive, a few may have childcare or other issues and would prefer not to work a longer day schedule.

Motion by Trustee Gilmore to approve a four day work week summer schedule with the college's hours of operation being Monday thru Thursday 7:30 am to 5:00 pm, effective May 10, 2021 through July 30, 2021 and allowing President Hood to work with the ESPA union to finalize a letter of agreement pertaining to employee work schedules. Second by Trustee Petrongelli. A voice vote showed All Ayes from the Trustees: Motion Carried.

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### **Agenda Item VII-A: *CALENDAR OF EVENTS***

April 14 Board Workshop, Esther C. Conference Room- Harrison Campus

### **Agenda Item VII-B: *OTHER BUSINESS***

Trustee Mussell tendered her resignation as a trustee from the Board of Trustees effective April 30, 2021.

Motion by Trustee Allen to adjourn the meeting. Second by Trustee Metzger. All Ayes; Motion Carried.

Meeting adjourned at 8:26 PM  
Recording Secretary,  
Amy Lince  
Executive Assistant to the President and Board of Trustees

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Terry Petrongelli, Board Chair

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Richard S. Allen, Jr., Board Secretary