

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; Richard S. Allen Jr., Secretary; Thomas W. Metzger, Treasurer; Eric T. Kreckman, Trustee; George Gilmore, Trustee

Absent: All Trustees Present

Agenda Item I: *CALL TO ORDER*

Board Chair Terry Petrongelli called the meeting to order at 7:00 PM.

Agenda Item II: *APPROVAL OF AGENDA*

Motion by Trustee Kreckman to approve the agenda with the addition of VI-F Updates on Board Vacancies. Second by Trustee Allen. 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: *STRATEGIC PLANNING UPDATE*

President Hood provided an update on the strategic planning process. Surveys have been sent to students, community members and employees. Mid is hoping to receive as many responses as possible. The goal is to have the survey responses collected before June in order to interpret the data collected and begin writing the actual strategic plan. Each department of the college will most likely write their own individual strategic plans based off of the main strategic plan of the college. The main strategic plan will be a living document that has the ability to grow and change as time passes.

Agenda Item VI-A: *CORRESPONDENCE AND ANNOUNCEMENTS*

President Hood thanked everyone that has taken part in the various activities to recognize our students as we prepare for all of the end of the academic year activities. He also spoke about the importance of the Foundation's work to establish an Alumni Association for our students. This will help Mid stay in touch with our graduates, find out where their success has taken them and may offer new resources for the college.

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Agenda Item VI-B: 2021 AUDIT ENGAGEMENT

Motion by Trustee Kreckman to approve the Rehmann proposal for audit services for 2021 with renewal for 2022 and 2023 contingent on satisfactory completion of the 2021 audit. Second by Trustee Gilmore.

Vice President of Finance and Facilities Lillian Frick presented a request regarding audit services. A request for proposal was completed and Rehmann was the lowest bid returned. A discussion took place about the concerns regarding the idea that community college tuition may be free in the future and how that would affect auditing services. A voice vote showed All Ayes from the Trustees; Motion Carried.

Agenda Item VI-C: FOUNDATION BOARD OF DIRECTORS NOMINATIONS

Motion by Trustee Kreckman to approve the nominations of J.E.B. Allen, Wendy Oswald and Stephanie Allen to the Mid Michigan College Foundation Board of Directors, each for a three year term starting May 14, 2021. Second by Trustee Metzger.

Associate Vice President of the Mid Foundation Tom Olver presented the Board with a recommendation to appoint J.E.B. Allen, Wendy Oswald and Stephanie Allen. The Foundation has been going through quite the transition the past few years, recognizing many long standing directors for their service to the college and Foundation. A voice vote showed All Ayes from the Trustees; Motion Carried.

Agenda Item VI-D: PROQUEST ELECTRONIC RESEARCH DATABASE ANNUAL RENEWAL

Motion by Trustee Kreckman to approve the 2021-2022 ProQuest Electronic Research Database Renewal. Second by Trustee Metzger.

Director of Library and Learning Services Corey Goethe presented a yearly renewal for ProQuest Electronic Research Database Software. This software is mainly utilized by students, however some employees, faculty members and community members use it as well. Over the last year the software has been used around 70,000 times. The company has agreed to keep the price the same as last year. A voice vote showed All Ayes from the Trustees: Motion Carried.

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Agenda Item VI-E: *ELLUCIAN SOFTWARE MAINTENANCE FOR 2021-2022*

Motion by Trustee Allen to approve the request for Ellucian Software Maintenance for 2021-2022 in the amount of \$241,346.00. Second by Trustee Kreckman.

Director of Information Technology Kirk Lehr presented a request for the Ellucian Software Maintenance for 2021-2022, from the Institutional Technology fund. This portion is a completely separate piece than the managed services piece of Ellucian services. A voice vote showed All Ayes from the Trustees; Motion Carried.

Agenda Item VI-F: *UPDATES ON BOARD VACANCIES*

Board Chair Petrongelli would like to thank former trustee Betty Mussell for her help during the search process. The Board held a workshop on April 14th and the trustees agreed that an ad would be placed in the newspapers and on the website regarding the vacancies. Eleven applicants reached out regarding their interest in the vacant positions. Board Chair Petrongelli provided a recap of what had taken place in the process thus far.

A discussion took place regarding how each of the Trustees wished to proceed with the selection process.

Motion by Trustee Gilmore to redevelop the plan during tonight's (5/4/21) meeting and host a special meeting to further discuss the candidates for the vacant trustee positions. Second by Trustee Allen. A voice vote showed All Ayes; Motion Carried.

A discussion took place about accepting late submissions.

Motion by Trustee Kreckman to contact all interested parties that submitted applications on time and the two late submissions by email, those that respond by Friday, May 7th at 4:00 PM will be scheduled for interviews with the trustees. Second by Trustee Metzger. All Ayes; Motion Carried.

Motion by Trustee Kreckman that by Sunday, May 9 at 4:00 PM that the Trustees will rank the top 4, in the event of a tie 5. There was no second on this motion and therefore no action taken.

A discussion took place regarding the process of interviews. Trustees agreed that each candidate that responded by the deadline would be scheduled for a ten minute session with the Board to speak to why they would be the best candidate for one of the vacant positions.

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Motion by Trustee Kreckman to hold a special meeting for the purpose of interviewing and electing board candidates on Wednesday, May 12 at noon. Second by Trustee Metzger. All Ayes; Motion Carried.

Agenda Item VII-A: *CALENDAR OF EVENTS*

- May 8 Virtual Commencement Ceremony, 11 AM, Facebook, YouTube, Mid Website
- June 5 Drive Thru Diploma Pick Up Event, 1-4 PM, Harrison Campus

Agenda Item VII-B: *OTHER BUSINESS*

Trustee Allen spoke about wonderful memories of outdoor graduation ceremonies in the past.

Board Chair Petrongelli thanked everyone for their help with the trustee vacancy process.

Trustee Kreckman thanked everyone for their hard work on the annexation process.

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

Meeting adjourned at 8:35 PM
Recording Secretary,
Amy Lince
Executive Assistant to the President and Board of Trustees

Terry Petrongelli, Board Chair

Richard S. Allen, Jr., Board Secretary