

**MID MICHIGAN COLLEGE**  
**Board of Trustees Workshop and Regular Meeting**  
**Harrison, MI 48625 and Mt. Pleasant, MI 48858**  
**January 4, 2022**  
**6:00 PM Workshop**  
**7:00 PM Meeting**  
**Esther C. Conference Room, Harrison Campus**

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**Workshop Presentation**

Trustee Workshop Time

**Board of Trustees Meeting Agenda**

**APPROVAL OF AGENDA**

**Item II, Approval of Agenda**

Presenter: Board Chair Petrongelli

Board Consideration: Action

**Item III, Public Comment**

Presenter: Board Chair Petrongelli

Board Consideration: Information

**APPROVAL OF CONSENT ITEMS**

**Item IV, Approval of Consent Items**

Presenter: Board Chair Petrongelli

Board Consideration: Action

**UNFINISHED BUSINESS**

**Item V-A: Strategic Planning Update**

Presenter: President Hood

Board Consideration: Information

**Item V-B: Baseball and Softball Field Planning Update**

Presenter: Matt Miller

Board Consideration: Information

**Item V-C: Enrollment Report**

Presenter: Matt Miller

Board Consideration: Information

**NEW BUSINESS**

**Item VI-A: Correspondence and Announcements**

Presenter: President Hood

Board Consideration: Information

**Item VI-B: WiFi System Purchase**

Presenter: Kirk Lehr

Board Consideration: Information/Action

**Item VI-C: Server and Storage Solution Purchase**

Presenter: Kirk Lehr

Board Consideration: Information/Action

**Item VI-D: Adobe Software Renewal**

Presenter: Kirk Lehr

Board Consideration: Information/Action

**Item VI-E: Closed Session**

Presenter: Board Chair Petrongelli

Board Consideration: Information

**BOARD COMMENTS**

**Item VII-A: Calendar of Events**

Presenter: Board Chair Petrongelli

Board Consideration: Information

**Item VII-B: Board Comments- Other Business**

Presenter: Board Chair Petrongelli

Board Consideration: Information

## Approval of Agenda

### Item II, Approval of Agenda

**Presenter: Board Chair Petrongelli**

**Board Consideration: Action**

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***President's Recommendation:***

Motion to approve the agenda as presented.

Approval of Agenda.

## Approval of Agenda

### Item III, Public Comment

**Presenter: Board Chair Petrongelli**

**Board Consideration: Information**

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***President's Recommendation:***

None, informational.

The Board will allow public comment at this time.

## Approval of Consent Items

### Item IV, Approval of Consent Items

**Presenter: Board Chair Petrongelli**

**Board Consideration: Action**

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***President's Recommendation:***

Motion to approve the consent items as presented.

- A. Minutes- December 7, 2021 Regular Meeting
- B. Monthly Financial Report:
  - 1. Financial Summary for the period ending November 30, 2021.
  - 2. General fund balance sheet as of November 30, 2021.
  - 3. General fund statement of revenues and expenses for nine months ending November 30, 2021.
  - 4. Gifts and Donations: Donations totaling \$10,637 were received for the Mid Foundation in November 2021.
- C. Monthly Personnel Report.

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

December 7, 2021 – page 1

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

Present: Terry Petrongelli, Board Chair; Eric T. Kreckman, Vice Chair; Richard S. Allen Jr., Secretary; Thomas W. Metzger, Treasurer; George Gilmore, Trustee; Michael Jankoviak, Trustee; Jane Zdrojewski, 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. Second by Trustee Zdrojewski. 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 Jankoviak to approve the consent items as presented. Second by Trustee Allen. All Ayes; Motion Carried.

### **Agenda Item V-A: *STRATEGIC PLANNING UPDATE***

President Hood shared information about the latest zoom meeting with members of the college regarding the individual strategic plans. Vice President of Academic Affairs and Community Outreach Scott Mertes presented an overview regarding the three meetings with Ellucian that have been set up for members of individual departments to attend in order to help formulate their strategic plans.

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

Mid received correspondence from the City Clare Planning Commission regarding their Master Plan. Thank you to everyone that braved the weather to attend the Foundation Holiday reception this past Sunday. Also, thank you to everyone that attended the North Pole Passage event. Just a reminder to anyone wishing to take part in that event, it will be taking place on Friday and Saturday evenings until December 18th from 6:00 to 8:00 PM. Tickets are \$10 per person or \$5 for those ages 12 and under. An update on the progress on the sale of the Pickard building was also provided.

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

December 7, 2021 – page 2

### **Agenda Item VI-B: *ADVANCED MANUFACTURING PROGRAM EQUIPMENT PURCHASE***

Motion by Trustee Kreckman to approve a request to purchase a Trak CNC Knee Mill for the Advanced Manufacturing program in the amount of \$24,366.30. Second by Trustee Gilmore.

Dean of Workforce and Career Education Shawn Troy presented a request to purchase a Trak CNC Knee Mill for the Advanced Manufacturing program. Funding for the purchase will be utilized from the Perkins budget. A voice vote showed All Ayes; Motion Carried.

### **Agenda Item VI-C: *PROJECTOR PURCHASE***

Motion by Trustee Kreckman to approve the purchase of 22 projectors from Sehi Computing to replace those currently in classrooms for a total amount of \$35,606.00. Second by Trustee Zdrojewski.

Director of Information Technology Kirk Lehr presented a request to purchase 22 new projectors in the Doan and Harrison classrooms that are over 10 years old. Funding for this purchase will be utilized from CARES and Information Technology funding. A voice vote showed All Ayes from the Trustees; Motion Carried.

### **Agenda Item VI-D: *ADMINISTRATIVE RETIREMENT INCENTIVE***

Motion by Trustee Jankoviak to approve the Administrative Retirement Incentive for Kelly Koch per policy 408.03. Second by Trustee Metzger.

Vice President of Finance and Administration Lillian Frick presented a request to approve an Administrative Retirement Incentive for Kelly Koch per Board policy 408.03. Kelly will be retiring from Mid Michigan College, effective December 31, 2021 after almost 22 years of service. A voice vote showed All Ayes from the Trustees; Motion Carried (with sincere thanks and appreciation for her service).

### **Agenda Item VI-E: *ACADEMIC CALENDAR***

Motion by Trustee Kreckman to approve the Academic Calendars for 2022-2023 and 2023-2024 as presented. Second by Trustee Zdrojewski.

Vice President of Academic Affairs and Community Outreach Scott Mertes presented the Board with the Academic Calendars for 2022-2023 and 2023-2024. Mid would like to return to year round scheduling and in order to do so, we need to have two years of dates available. A voice vote showed All Ayes from the Trustees; Motion Carried.

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

December 7, 2021 – page 3

### **Agenda Item VI-F: *ENROLLMENT REPORT***

Vice President of Academic Affairs and Community Outreach Scott Mertes presented the Board with the most recent enrollment report for Winter 2022.

### **Agenda Item VI-G: *HEATING/REFRIGERATION/AC (HRA) PROGRAM EQUIPMENT PURCHASE***

Motion by Trustee Allen to approve the purchase of an Air Conditioning/Heat Pump Troubleshooting Learning Lab System from Amatrol for the HRA program in the amount of \$27,015.00. Second by Trustee Kreckman.

Dean of Workforce and Career Education Shawn Troy presented a request to purchase an Air Conditioning/Heat Pump Troubleshooting Learning Lab System for the HRA program. This will allow for online curriculum, remote capabilities and industry aligned certifications. A voice vote showed All Ayes from the Trustees; Motion Carried.

### **Agenda Item VI-H: *TARGET X IMPLEMENTATION- KENNEDY & COMPANY PROPOSAL***

Motion by Trustee Kreckman to approve a contract with Kennedy and Company to assist with the implementation and user adoption of TargetX software in the amount of \$60,000. Second by Trustee Zdrojewski.

Vice President of Finance and Administration Lillian Frick presented a request to contract with Kennedy and Company to assist with the implementation and user adoption of TargetX. Funding for this purchase will be utilized through CARES money and should have a final implementation by Fall 2022. A voice vote showed All Ayes from the Trustees; Motion Carried.

### **Agenda Item VI-I: *BASEBALL AND SOFTBALL FIELD PLANNING***

President Hood and Athletic Director Ryan Harkrader presented the Board with a plan to build baseball and softball fields on the Mt. Pleasant campus. A discussion took place regarding potential plans and how it would affect future plans at Mid. The overall tone of the Board was in favor of exploring more information regarding potential plans for the baseball and softball fields.

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

Jan 4	Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus
Feb 1	Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus
Mar 1	Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus

## Mid Michigan College Board of Trustees Regular Meeting

December 7, 2021 – page 4

Apr 5 Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus

Apr 10 A Northern Tradition, Jay's Sporting Goods, 5:00 - 8:00 PM

May 3 Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus

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

Trustee Jankoviak stated that the Tucker Automotive presentation was very informative and would like to see it come back on a larger scale.

Trustee Kreckman stated that he felt extremely excited about Mid after attending the Foundation Holiday reception on Sunday.

Trustee Petrongelli stated that everyone should attend the North Pole Passage event. Also, the Foundation Holiday Reception was great and it was nice to meet the newest members of the Foundation team Alexa and Drew.

Community Outreach will be attending various meetings throughout this winter in Clare and Gladwin counties to share news about Mid.

Mid and CMU co-host a golf outing each year, which raised \$3,500 each. Three students received \$500 scholarships and one received a \$1,000 scholarship.

The House subcommittee supported the Bachelor of Science in Nursing Degree for Community Colleges. This will now move on to the full House for vote.

Meeting adjourned at 8:12 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



**MID MICHIGAN COLLEGE**  
**FINANCIAL HIGHLIGHTS**  
**GENERAL & AUXILIARY FUNDS**

November 30, 2021

**GENERAL FUND REVENUE:**

- 2021-22 tuition and fee revenue budget is based on a one (1) percent enrollment increase from 2020-21 levels with a four (4) percent increase in tuition rates. Fall 2021 tuition and fees revenue represents 35% of the total 2021-22 budgeted tuition and fees revenue. The 2022 Winter term registration began on October 11 and accounts for the balance of the tuition and fees revenue to date.
- State appropriations revenue for 2021-22 was booked in October at \$5,454,700. Additional state appropriations of \$1,467,483 were allocated to Mid for the UAAL funding and also booked as receivable in October. In addition, we have received a total of \$325,625 in offsetting MPSERS revenue, not forecasted in the State appropriations budget.
- No property tax revenue has been booked since 2022 taxes will not be levied until December 2021. The tax levy for 2022 will be \$4,017,700, 58% higher than prior year due to the annexation of Mt. Pleasant school district.

**GENERAL FUND EXPENSES:**

- Departmental expenses are in line with 42% of the annual budget, with the exception of:
  - Public Service expended 35% due to the academic calendar; expenses will pick up with the continued onset of technical courses throughout the year.
  - Student Services expended 34% due mainly to various institutional scholarships that have not yet been awarded and/or expensed for the academic year.

**GENERAL FUND REVENUE OVER EXPENSES:**

- The total increase in net assets as of November 30, 2021 is \$9.2 million. This includes \$3.75 million in tuition for the 2022 Winter term that begins on January 10, 2022. A portion of this excess will help fund the balance of the 2021 Fall term operations.

**BALANCE SHEET:**

- The cash balance decreased \$168,000 from October 31, 2021 to fund November operations.
- The state appropriations receivable of \$5,674,207 represents the remaining 9 monthly payments of 2021-22 general and UAAL state appropriations.
- Student receivables increased \$1.8 million due to registration for the Winter 2022 term. Registration began October 11, 2021.

- The prepaid expense balance of \$183,480 represents a few multi-year prepaid items, and other prepaid 2021-22 expenses.
- The balance due to other funds of \$1.7 million can be broken down as follows:
  - \$911,000 due to the designated student activities fund
  - \$2.7 million due to the auxiliary services for sales
  - \$526,500 due from the scholarship and grant fund
  - \$4.2 million due from the federal restricted fund for CARES and student financial aid funds disbursed to the student accounts
  - \$657,000 due from the restricted grant fund
  - \$3.9 million due to building and site for current and future college needs
  - \$412,000 due from the Foundation for AP payments
- The \$1.7 million in accrued payroll and other compensation includes expenses incurred but not paid as follows:
  - Accrued salary, wages and vacation of \$242,000
  - FICA, Federal and State withholding of \$46,000
  - MPSERS/ORP/UAAL payable of \$807,000
  - Employee health and dental insurances payable of \$235,000
  - Unemployment and workers' compensation insurances payable of \$3,000
  - Deferred faculty pay \$372,000
  - Miscellaneous payroll deductions
- A significant portion of the preliminary Unreserved Net Assets of \$8.5 million represents funds set aside by the Board of Trustees to fund current and future college expansion needs.

#### AUXILIARY FUNDS:

- Total bookstore revenue is at 136% of the anticipated budget through the transition to Barnes & Noble College (BNC) bookstore, due to activity for Fall term during the months of July through November. Laker Café revenue is at 187% of its annual budget, as it has remained in service after the BNC transition.
- Total expenses, at 157% of the anticipated budget, represent operational costs for the months of July through November.
- The excess expense over revenue to date is \$61,533.

MID MICHIGAN COLLEGE  
BALANCE SHEET  
November 30, 2021

**Assets**

**Current Assets:**

Cash and cash equivalents	\$	12,405,355
Short-term investments	\$	611,961
State appropriations receivable	\$	5,674,207
Student receivables	\$	5,627,297
Other receivables	\$	141,193
Prepaid expenses and other assets	\$	183,480
Due from (due to) other funds	\$	(1,672,619)
<b>Total current assets</b>	<b>\$</b>	<b>22,970,832</b>

Long-term investments	\$	-
<b>Total assets</b>	<b>\$</b>	<b>22,970,832</b>

**Liabilities and Net Assets**

**Liabilities:**

Accounts payable	\$	67,638
Accrued payroll and other compensation	\$	1,707,544
<b>Total liabilities</b>	<b>\$</b>	<b>1,786,967</b>

**Net assets:**

Reserved for:		
Technology	\$	1,398,422
Program development	\$	863,655
Retirement incentives	\$	200,000
Self-funded healthcare reserve	\$	1,018,126
Unreserved	\$	8,467,856
Current year excess revenue over/(under) expenditures	\$	9,235,805
<b>Total net assets</b>	<b>\$</b>	<b>21,183,864</b>

<b>Total liabilities and net assets</b>	<b>\$</b>	<b>22,970,832</b>
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MID MICHIGAN COLLEGE  
STATEMENT OF REVENUES, EXPENSES  
For the five months ended November 30, 2021

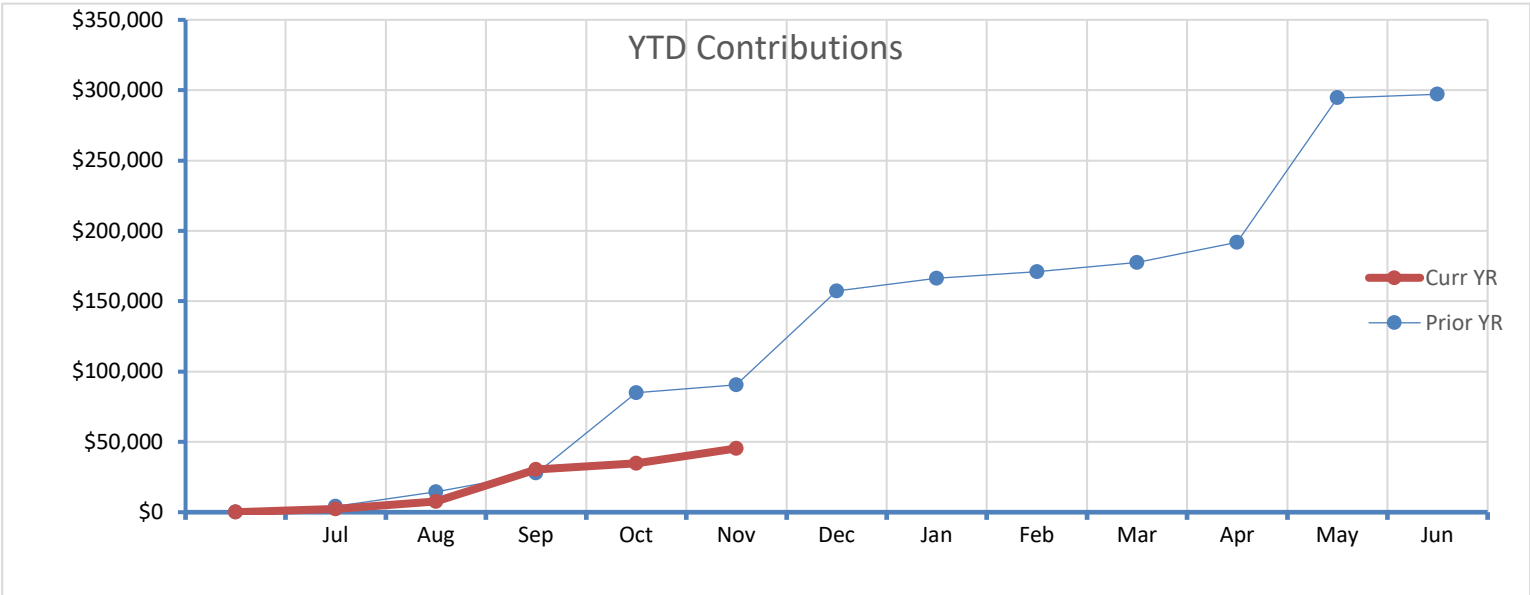
	Current Fiscal Year		Prior Fiscal Year	
	Amount	% of Budget	Amount	% of Budget
<b>OPERATING REVENUES:</b>				
Tuition and fees	\$ 11,753,146	83%	\$ 11,446,405	78%
Miscellaneous	\$ 9,327	8%	\$ 16,367	24%
Total operating revenues	<u>\$ 11,762,473</u>	<u>83%</u>	<u>\$ 11,462,772</u>	<u>77%</u>
<b>EXPENSES:</b>				
Operating expenses:				
Instruction	\$ 4,270,838	40%	\$ 3,990,065	39%
Information technology	\$ 753,120	44%	\$ 492,380	34%
Public service	\$ 289,491	35%	\$ 248,791	40%
Instructional support	\$ 711,349	44%	\$ 709,169	42%
Student services	\$ 955,236	34%	\$ 1,159,546	41%
Institutional administration	\$ 1,839,944	39%	\$ 1,522,570	38%
Operation and maintenance of plant	\$ 930,506	43%	\$ 889,373	39%
Total operating expenses	<u>\$ 9,750,482</u>	<u>40%</u>	<u>\$ 9,011,893</u>	<u>39%</u>
<b>Operating income/(loss)</b>	<b><u>\$ 2,011,991</u></b>		<b><u>\$ 2,450,879</u></b>	
<b>NON-OPERATING REVENUES:</b>				
State appropriations	\$ 5,780,326	106%	\$ 5,400,709	107%
UAAL	\$ 1,467,483	110%	\$ 1,449,036	0%
Property tax levy	\$ -	0%	\$ -	0%
Investment income	\$ 4,151	8%	\$ 11,229	12%
Unrealized gain (loss) on investments	\$ -		\$ (367)	
Gifts	\$ -		\$ -	
Miscellaneous	\$ 36,283		\$ 34,388	
Total Non-operating revenues	<u>\$ 7,288,243</u>	<u>67%</u>	<u>\$ 6,894,995</u>	<u>78%</u>
<b>Revenues over/(under) expenses</b>	<b><u>\$ 9,300,234</u></b>		<b><u>\$ 9,345,873</u></b>	
<b>Inter Funds Transfers</b>				
Planned Savings (Building & Site)	\$ -	0%	\$ -	0%
Bond Debt Service (Building & Site)	\$ 63,675	14%	\$ 72,801	20%
Restricted Grant Match	\$ 754	0%	\$ 3,643	2%
Foundation Transfer	\$ -	0%	\$ -	
Total Inter Funds Transfers	<u>\$ 64,429</u>		<u>\$ 76,444</u>	
<b>Net increase (decrease) in Net Assets</b>	<b><u>\$ 9,235,805</u></b>		<b><u>\$ 9,269,429</u></b>	

MID MICHIGAN COLLEGE  
 STATEMENT OF REVENUES, EXPENSES  
 For the five months ended November 30, 2021  
 AUXILIARY FUND

	Current Fiscal Year		Prior Fiscal Year	
	Amount	% of Budget	Amount	% of Budget
<b>REVENUE:</b>				
Bookstore	\$ 474,570	135%	\$ 584,560	62%
Laker Café*	\$ 14,968	187%	\$ 10,279	24%
	<u>\$ 489,537</u>	<u>136%</u>	<u>\$ 594,840</u>	<u>60%</u>
<b>EXPENSES:</b>				
Bookstore	\$ 479,433	162%	\$ 452,932	57%
Laker Café*	\$ 15,874	166%	\$ 11,024	31%
Auxiliary Services	\$ 55,763	124%	\$ 53,426	46%
	<u>\$ 551,070</u>	<u>157%</u>	<u>\$ 517,382</u>	<u>55%</u>
<b>EXCESS EXPENSES OVER REVENUE</b>	<u><b>\$ (61,533)</b></u>		<u><b>\$ 77,457</b></u>	
	-13%		13%	

\*For prior year, note that both Harrison Laker Cafe and Mt. Pleasant (included in bookstore operations) café locations closed beginning March due to stay-at-home order, and reopened with limited hours at the beginning of 2020 Fall term.

# Mid Michigan College Contributions November 2021



	Curr YR	Prior YR
<b>Monthly Contributions</b>	<b>\$ 10,637</b>	<b>\$ 5,652</b>
<b>YTD Contributions</b>	<b>\$ 45,339</b>	<b>\$ 90,584</b>

<b>YTD Top Contribution Totals in 2022:</b>	
Kathleen Kehoe Memorial Scholarship	<b>\$ 9,000</b>
General Fund-Unrestricted	<b>\$ 13,366</b>
Lakers Academic Fund	<b>\$ 7,548</b>
Lakers Athletic and other Athletic Funds	<b>\$ 5,020</b>
Lakers Leadership Fund	<b>\$ 3,584</b>
Jack Morse Mem. Endowed Scholarship Fund	<b>\$ 2,549</b>
<b>Other Funds</b>	<b>\$ 4,272</b>
<b>YTD Total</b>	<b><u>\$ 45,339</u></b>

TO: Board of Trustees

FROM: Lori Fassett, Associate VP of Human Resources

SUBJECT: Staffing Update, January 4, 2022 Board Meeting

DATE: December 13, 2021

**FULL-TIME NEW HIRES:**

**Stacy Carlstrom – Payroll Technician** **Effective: 11/29/2021**

Stacy had previously worked for Mid within the Community Outreach area. She returns to Mid with several years of payroll experience within the K-12 sector. She holds an Associates of Arts in Business from Mid. Welcome back to the Mid Team Stacy!

**Katie Navock – Director of Admissions** **Effective: 11/22/2021**

Katie had previously worked for Mid within the advising and recruiting areas. She returns to Mid after over 15 years of additional experience at Director levels in higher education working within recruiting, admissions, and enrollment. She holds a Bachelor of Arts from Adrian College and a Masters of Science in Education Specializing in Enrollment Management from Capella University. Welcome back to the Mid Team Katie!

**Drew Moomey – Director of Development for Mid Foundation** **Effective: 11/15/2021**

Drew comes to Mid with over 8 years of experience within the sales, marketing, and event planning capacity. He holds a Bachelor of Applied Science in Art in Recreation, Parks, and Leisure Service Administration. Welcome to the Mid Team Drew!

**Alexa Carey – Director of Alumni Engagement** **Effective: 11/15/2021**

Alexa come to Mid with over 9 years of experience in engagement strategies within non-profits and alumni engagement. She holds a Bachelor of Arts in Community Leadership/Public Administration from Aquinas College and a Masters of Arts in Social Justice and Community Development from Loyola University. Welcome to the Mid Team Alexa!

**NEW PART-TIME AND STUDENT EMPLOYEES:**

Jake Martin – Assistant Coach Baseball **Effective: 11/15/2021**

Jaedyn Myers – Student Worker Career Center **Effective: 11/17/2021**

Jesse Pratt – Student Worker Admissions **Effective: 11/22/2021**

Brittany Chedester – Part-time Admin Assistant Technical Center (EDUStaff)	Effective: 11/29/2021
Samantha Babich – Student Worker Art Model	Effective: 10/25/2021
Amber Breault – Federal Work Study Internship	Effective: 11/15/2021
Cassie Kim – Student Worker Institutional Research	Effective: 11/18/2021
Austin Mayfield – Assistant Coach Women’s Basketball	Effective: 10/11/2021
Sammy Perras – Student Worker Human Resources	Effective: 11/16/2021
Tyler Phelps – Student Worker CIS Tutor	Effective: 11/08/2021
Margaret Rose – LLS Instructor (EDUStaff)	Effective: 11/08/2021
Brad Yurgens – LLS Instructor (EDUStaff)	Effective: 11/10/2021

#### INTERNAL TRANSFERS:

Jim Osborn	From: Maintenance Specialist To: Lead Maintenance	Effective: 10/11/2021
Mackenzie Cooper	From: Student Services Specialist Admissions To: Records and Registration Analyst	Effective: 11/22/2021

#### SEPARATIONS:

Denise Abbey – Part-time Admin Assistant Technical Center (EDUStaff)	Effective: 11/12/2021
Aaron Bauman – Part-time LLS Instructor Support (EDUStaff)	Effective: 11/18/2021
Marisa Wier – Associate Dean of Online & Distance Learning	Effective: 11/19/2021



## VACANCIES:

Adjunct Advanced Manufacturing & Robotics (part-time)	Posted
Adjunct Biology (part-time)	Posted
Adjunct Computer Aided Drafting (CAD) (part-time)	Offer Extended
Adjunct Communication – various locations (part-time)	Posted
Adjunct Computer Information Systems (CIS) (part-time)	Posted
Adjunct English – various locations (part-time)	Posted
Adjunct Math – various locations (part-time)	Posted
Adjunct Nursing – General (part-time)	Posted
Adjunct Psychology- various locations (part-time)	Posted
Adjunct Welding (part-time)	Posted
Automotive Lab Technician (part-time)	Posted
Director of Alumni Engagement (full-time)	Filled
Director of Development (full-time)	Filled
ETS Academic Coordinator (part-time)	Interviewing
Financial Aid Analyst	Offer Extended
Maintenance Specialist (full-time)	Offer Extended
Mid Mentor (full-time)	Posted
Phlebotomy Instructor (part-time)	Posted
Student Services Specialist Records & Registration (full-time)	Filled
Test Monitor (part-time)	Posted

## Unfinished Business

### Item V-A: Strategic Planning Update

**Presenter: President Hood**

**Board Consideration: Information**

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***President's Recommendation:***

None, informational.

President Hood will provide an update on the Strategic Planning process.

## Unfinished Business

### Item V-B: Baseball and Softball Field Planning Update

**Presenter: Matt Miller**

**Board Consideration: Information**

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***President's Recommendation:***

None, informational.

Vice President of Student Services Matt Miller will give an update on the planning for Baseball and Softball fields on the Mt. Pleasant campus.

## Athletic Complex Update and Discussion

Since the last Board meeting, we have continued to explore the possibility of a baseball and softball complex on campus.

### Use of Land on the Mt. Pleasant Campus

There was a good discussion about how to best use the land that we have on the Mt. Pleasant Campus. While the ball fields will take up a large amount of land, there is still a lot of room left for future expansion.

The next page has a proof-of-concept campus layout that shows where we could add new buildings and parking lots - in addition to all of the athletic facilities. The four new buildings and three new parking lots are marked with "Expansion."

While we could explore other land to build on, that will increase the cost of the project substantially. There are also so many benefits to building the athletic facilities on campus.

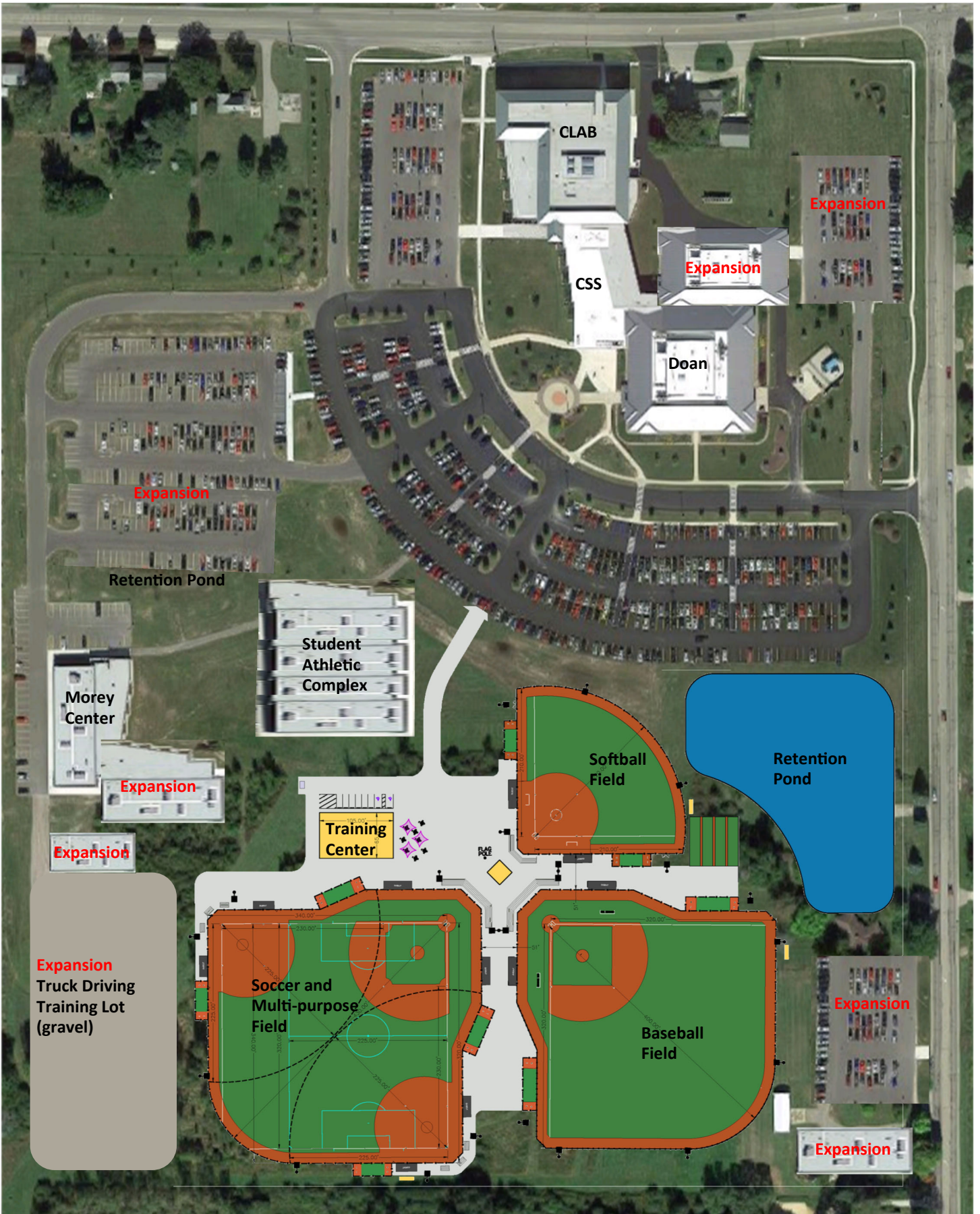
- The fields' proximity to classes makes it more convenient for student-athletes to access academic supports before and after practice.
- Having fields on campus makes it more likely that students and staff will just "stop by" before or after class to watch a game.
- On-campus facilities makes the campus more impressive to students who are touring and considering Mid.
- As we rent the fields, community members will be coming to campus and will be exposed to our other impressive facilities.
- As we think about other on-campus events (like camps and community/student engagement activities), we may want to use the fields as part of the offerings. For instance, we may host outdoor movies in the outfield of the baseball field.

### Ball Field Construction Timeline

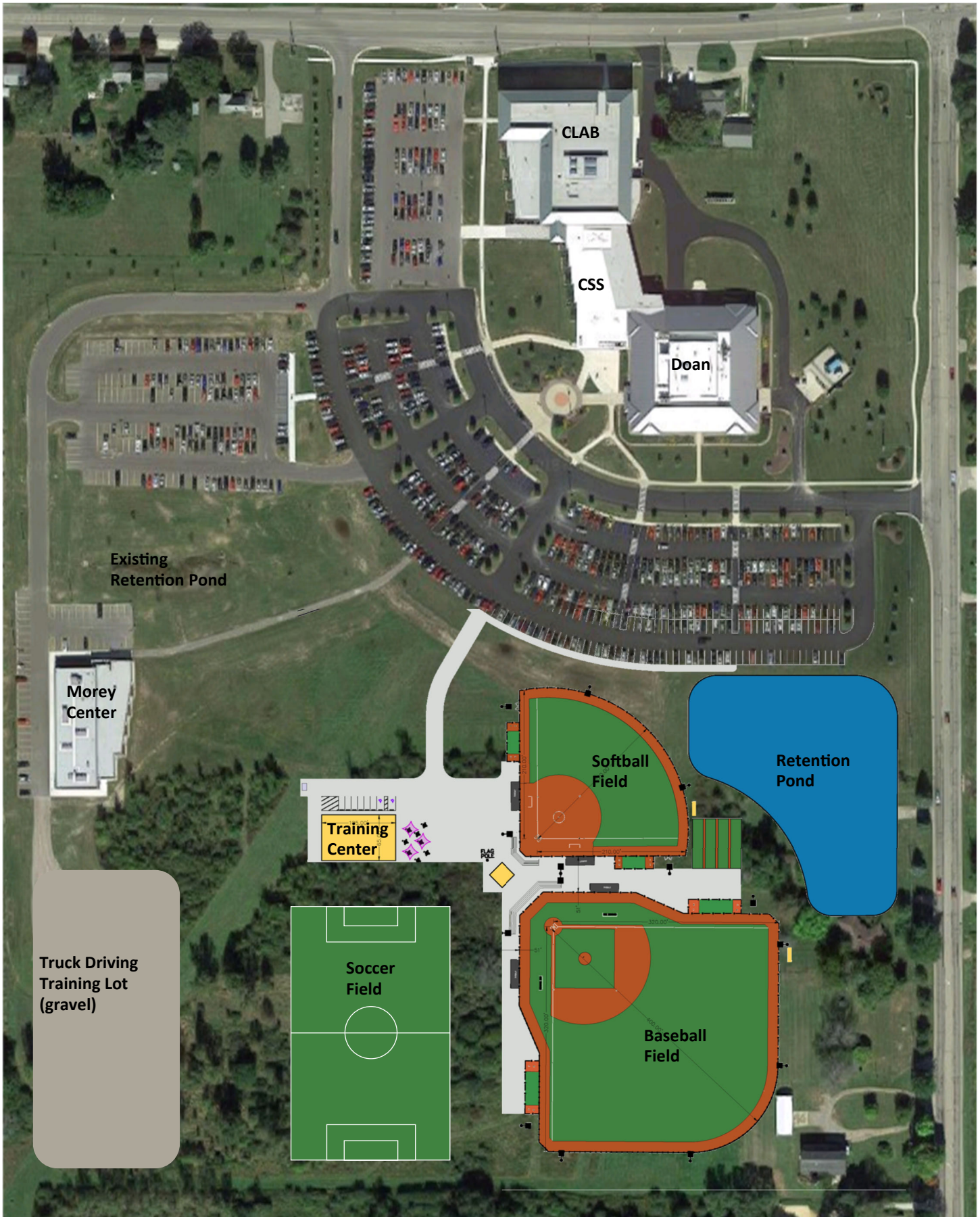
In order to have fields ready for the Spring 2023 season, we need to begin moving forward with plans and preparation in the next month or two. Funding for activities prior to awarding the construction bid in May 2022 would come from the Student Activity Fund.

- **January 2022** - Board Approval to move forward and begin fundraising
- **January to March 2022**
  - Work with architect on site plan and final plans for bidding
  - Clear the land
  - Fundraising Campaign
- **April 2022** - Bid project
- **May 2022** - Board Approval of construction bid
- **May 2022** - Construction begins
- **October 2022** - Field construction complete
- **December 2022** - Training Center construction complete
- **March 2023** - Begin using fields

# MID MICHIGAN COLLEGE Mt. Pleasant Campus Expansion







## Unfinished Business

### Item V-C: Enrollment Report

**Presenter: Matt Miller**

**Board Consideration: Information**

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***President's Recommendation:***

None, informational.

Vice President of Student Services Matt Miller will be presenting the latest enrollment report for Winter 2022.

## New Business

### Item VI-A: Correspondence and Announcements

**Presenter: President Hood**

**Board Consideration: Information**

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***President's Recommendation:***

None, informational.

Announcements may be made at this time.



## New Business

### Item VI-B: WiFi System Purchase

Presenter: Kirk Lehr

Board Consideration: Information/Action

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***President's Recommendation:***

Motion to approve the purchase of a new WiFi system from Sehi Computing in the amount of \$87,939.00.

Director of Information Technology Kirk Lehr will be presenting a request to purchase a new WiFi system in the amount of \$87,939.00. The college's current system is nearing the end of life and producing connectivity issues. Support for this purchase will be utilized from CARES funding.

<b>WiFi Responses for 3 lowest bidders.</b>							
Vendor	Hardware/Installation/5 yr maintenance	Budgetary - Lift Truck	Post Site Survey	Budgetary Drop Adds QTY 10	Budgetary - POE Switches for Doan QTY 2	<b>Budgetary Totals</b>	
Sehi	\$71,821.00	\$850.00	\$8,468.00	\$3,200.00	\$3,600.00	<b>\$87,939.00</b>	
Vector	\$90,718.00	Included (\$850.00)	Included in Install price (\$3000.00)	\$3,500.00	\$3,600.00	<b>\$97,818.00</b>	
CHC	\$102,354.00	\$850.00	Not included in quote	\$10,000.00 \$6 per ft for 150 ft run	\$3,600.00	<b>\$116,804.00</b>	

## New Business

### Item VI-C: Server and Storage Solution Purchase

Presenter: Kirk Lehr

Board Consideration: Information/Action

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***President's Recommendation:***

Motion to approve the purchase of three new servers and an upgraded storage array in the amount of \$163,345.62 from Sehi Computer Products.

Director of Information Technology Kirk Lehr will be presenting a request to purchase three new servers and an upgraded storage array. The college's current production servers and storage solution have reached 6-7 years in age and have passed their end of life threshold. Support for this purchase will be utilized from CARES funding.

<b>Server - SAN RFP Responses</b>		
		Three server (512GB memory) and flash storage solution
Vendor		
Sehi Computing		\$163,345.62
Access Interactive		\$249,259.00

## New Business

### Item VI-D: Adobe Software Renewal

**Presenter:** Kirk Lehr

**Board Consideration:** Information/Action

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***President's Recommendation:***

Motion to approve a three year contract renewal with Adobe Software for a total amount of \$161,775.00, equalling \$53,925.00 per year.

Director of Information Technology Kirk Lehr will be presenting a request to renew the Adobe Software contract for three years for a total amount of \$161,775.00, equalling \$53,935 per year. Support for this purchase will be utilized from the Institutional Technology Fund.



## ETLA Renewal

**Presented To:**

Kirk Lehr  
Director of Information Technology  
klehr@midmich.edu

**Mid Michigan College****Presented By:**

Yaritza Jimenez  
Renewals Specialist, Higher Ed  
yajimene@adobe.com

\*All pricing below in US currency and does not include taxes

ETLA Renewal 2022-2025							
Product	Quantity	\$ (USD)	Year 1	Year 2	Year 3	3 Year Contract Value	
Adobe Sign	1500	\$ 2.25	\$ 3,375.00	\$ 3,375.00	\$ 3,375.00	\$	10,125.00
Adobe Acrobat Pro (Faculty/Staff)	260	\$ 75.00	\$ 19,500.00	\$ 19,500.00	\$ 19,500.00	\$	58,500.00
Adobe Acrobat Pro (Labs/Classrooms)	Unlimited	\$ -	\$ -	\$ -	\$ -	\$	-
Adobe Creative Cloud (Faculty/Staff)	30	\$ 345.00	\$ 10,350.00	\$ 10,350.00	\$ 10,350.00	\$	31,050.00
Adobe Creative Cloud Student Licenses	60	\$ 345.00	\$ 20,700.00	\$ 20,700.00	\$ 20,700.00	\$	62,100.00
<b>Total</b>			<b>\$ 53,925.00</b>	<b>\$ 53,925.00</b>	<b>\$ 53,925.00</b>	<b>\$</b>	<b>161,775.00</b>

\* Pricing denoted is for budgetary purposes only - Final proposal to be provided with corresponding ETLA contract.

\* Proprietary Information - This presentation includes Adobe pricing and business model information.

\* This information is not to be released beyond Mid Michigan College employees without prior Adobe consent.

\* Pricing is dependent on quantities provided and will require re-approval upon expiration or any increased / decreased counts

## New Business

### Item VI-E: Closed Session

**Presenter: Board Chair Petrongelli**

**Board Consideration: Information**

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***President's Recommendation:***

Motion to enter into a closed session to discuss union negotiations.

The Board of Trustees will enter into a closed session at this time for the purpose of discussing union negotiations.

## Board Comments

### Item VII-A: Calendar of Events

**Presenter: Board Chair Petrongelli**

**Board Consideration: Information**

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***President's Recommendation:***

None, informational.

Feb 1	Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus
Mar 1	Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus
Apr 5	Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus
Apr 10	A Northern Tradition, Jay's Sporting Goods, 5:00 - 8:00 PM
May 3	Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus



## Board Comments

### Item VII-B: Board Comments- Other Business

**Presenter: Board Chair Petrongelli**

**Board Consideration: Information**

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***President's Recommendation:***

None, informational.

1. Any comments may be offered by Trustees at this time.