MID MICHIGAN COLLEGE
Board of Trustees Workshop and Regular Meeting
Harrison, MI 48625 and Mt. Pleasant, MI 48858
May 3, 2022
6:00 PM Workshop
7:00 PM Meeting
Esther C. Conference Room, Harrison Campus

Workshop Presentation
Vice President of Academic Affairs and Community Outreach, Dr. Scott Mertes will be presenting the annual Academic Report.

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: Public Participation Policy
    Presenter: Board Chair Petrongelli   Board Consideration: Information/Action
Item V-B: Athletic Complex Update
    Presenter: Matt Miller   Board Consideration: Information

NEW BUSINESS
Item VI-A: Correspondence and Announcements
    Presenter: President Hood   Board Consideration: Information
Item VI-B: Acceptance of Foundation Gifts/Naming Opportunities
    Presenter: Tom Olver   Board Consideration: Information/Action
Item VI-C: Mid Foundation Board of Directors Appointments
    Presenter: Tom Olver   Board Consideration: Information/Action
Item VI-D: Enrollment Report
    Presenter: Matt Miller   Board Consideration: Information
Item VI-E: Ellucian Software Maintenance Renewal
    Presenter: Kirk Lehr   Board Consideration: Information/Action
Item VI-F: Curriculum Changes 2021-2022
    Presenter: Scott Mertes   Board Consideration: Information/Action
Item VI-G: Presidential Evaluation Approval
    Presenter: Board Chair Petrongelli   Board Consideration: Information/Action
Item VI-H: Potential Agenda Policy Change
    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

Academic Affairs Annual Report
2021-2022

Table of Contents

1. Introduction

The most recent academic year was one filled with unique challenges, as the college attempted to return to a state of pre-pandemic "normality." Slowly the college moved to a great number of sections being taught in a traditional face-to-face format. However, in many respects, the pandemic permanently changed how we operate, with students seeking increased flexibility in course modalities. This led to significant innovation through the Academic Affairs and Community Outreach division. This report will provide a summary of these innovative activities and detail student success data. Additionally this report will discuss departmental highlights throughout the division and will discuss future directions and challenges that will present themselves in the years to come.

2. Divisional Team

Strong Leadership and Vision

The team members from Academic Affairs and Community Outreach are identified in the Table below and each member's responsibilities are identified.

Unit	Leadership	Responsibilities
Academic Affairs	**Scott Mertes,** Vice President of Academic Affairs & Community Outreach	Academic Division including Arts and Sciences, Health Sciences, Business and Professional Studies, Career and Workforce Education, Off-Campus Instruction and Dual Enrollment, Online and Distance Learning, Libraries, Learning Services, Mid's ALO for Regional Accreditation (HLC), Shared Governance Committees
Arts and Sciences	**Stevens Amidon**, Assistant Vice President/Dean of Arts & Sciences	Humanities, Fine Arts, Science, Mathematics, Social Sciences, ALP, Developmental Education, Institutional Accreditation support
Health Sciences	**Barb Wieszciecinski**, Dean of Health Sciences/Director of Nursing for the Mount Pleasant Campus	Allied Health, Medical Assistant, Nursing Education, Pharmacy Technician, Physical Therapist Assistant, Radiography, Computed Tomography Technology, Magnetic Resonance Imaging, EEG, Public Health
Business and Professional Studies	**Amy Fisher**, Dean of Business and Professional Studies	Accounting, Business, Computer Information Systems, Criminal Justice, Early Childhood Education, Education, LUCES
Career and Workforce Education	**Shawn Troy**, Dean of Career and Workforce Education	Advanced Integrative Manufacturing, Automotive and Diesel Service, Office

		Professional, Drafting, Facilities/Heating/Refrigeration/Air Conditioning, Industrial Technology/Machine Tool, Plastics Technology, Perkins Grant, Career Services, Veterans and Apprenticeship Services
Off-Campus Instruction	**Rick Smith**, Associate Dean for Off-Campus Instruction	Dual Enrollment Faculty and Curriculum Liaison, Middle College Faculty and Curriculum Liaison, High School to College Transfer Liaison, Dual Enrollment Site Development Support, Off-Campus Programming Support, Articulation Agreements
Online Learning and Professional Development	**Michael Schram**, Interim Associate Dean/Instructional Designer **Kaitlyn Hawald**, Instructional Designer **Noah Lueke,** Multimedia Production Coordinator	OER, Website Compliance and ADA Alignment/Monitoring, Online Course and Program Development Training and Support, OLL Staff Leadership, Faculty Support for Learning Management Systems (Moodle), Educational Technology
Library & Learning Services	**Corey Goethe**, Director of Library and Learning Services **Kristin Falls**, Library Assistant	Library Staff, Managing and Maintaining the Collections, Cataloging, Supporting Curricular Offerings, Peer Tutoring, Supplemental Instruction, Testing, Coordination with the Math Lab and the Writing Center
Off Campus, Eastern Region	**Bradley Merrill,** Director of Eastern Region	Managing Mid's extension operations in Huron, Sanilac, and Tuscola Counties including student recruitment, program development, and relationship management.
Title III	**Michele Reynolds,** Title III Program Director	Oversee coordination and management of the DOE Title III grant, a 5-year grant aimed at improving student retention and degree completion.
Academic Division Support Team	**Lacey Anderson,** Administrative Assistant for Academic Affairs	Academic schedule coordination, maintains records on loads including full-time faculty base and overloads

		and all adjunct faculty; directs all first-level student instructor concerns, grievances, dishonesty, and plagiarism reports; supports, organizes, tracks curriculum changes for the Curriculum Committee; Assists, plans, and organizes events including Professional Development Days, Faculty Welcome Back Days, and Honors Convocation
	Tonia Persky, Administrative Specialist to the Academic Deans	Perkins Grant, Off-Campus Instruction, Career and Workforce Education, Business and Professional Studies, scheduling, event planning, supports the Academic Council
	Alexandra Carter, Administrative Specialist to the Academic Deans	Health Sciences, Arts & Sciences, scheduling, event planning, Nursing program and events, program admissions in PTA and Nursing, supports the Assessment Committee and General Education Committee
	Annette Sturdavant, Community Outreach & Advancement Specialist	Lifelong Learning, room reservations, event planning, bike races, coordinates volunteer opportunities, supports Vice President of Academic Affairs and Community Outreach

3. Student Demographics

Who are our students? Summary of Student Demographics—Fall 2021
In 2021, 40.3% of our students were under the age of 18, 19.4% were 18-19 years old, 19.2% were ages 20-24, 21.4% were 25-64, with minimal numbers of students 65 years old or older. This marks a shift towards students aged 25 and older (15.6% in 2020) likely due to state programs such as the Future for Frontliners and Michigan Reconnect which both target students aged 25 and older.

Approximately 30% of our students enrolled full-time in Fall 2021, while 70% enrolled part-time. This represents a slight shift towards part-time enrollment which accounted for 67% of our student population in 2020. This was not unexpected given the lingering uncertainty surrounding COVID, the surplus of part-time jobs, and rising wages. While the overall gender trend stayed relatively consistent (approximately 65% female and 35% male), there was a slight uptick in males (44%) attending Mid

full-time compared to 2020 (41%). Similar to 2020, 84% of our students enrolled in Fall 2021 identify as White, non-Hispanic per the IPEDS data. No other Race-Ethnicity category is represented with more than 5% of the Mid student population.

Student Age Breakdown - student age groups as defined by and reported to IPEDS for Fall 2020 and Fall 2021:

Table 3.a. Student Age Breakdown

Age Category	Fall 2020		Fall 2021	
	Number of Students	Percent of Total	Number of Students	Percent of Total
Under 18	1437	43.7%	1329	40.3%
18-19	694	21.1%	639	19.4%
20-24	648	19.7%	632	19.2%
25-64	512	15.6%	696	21.1%
65 and older	0	0%	1	0%
Total	3291	100%	3297	100%

Gender Breakdown - student gender breakdown as defined by and reported to IPEDS for Fall 2020 and Fall 2021:

Table 3.b. Gender Breakdown

Gender	Fall 2020 Percent	Fall 2021 Percent
Female	64.2%	64.8%
Male	35.8%	35.2%

Student Class Designation - student class designation as defined by and reported to IPEDS for Fall '20.

Table 3.c. Student Class Designation

Class Designation	Fall 2020			Fall 2021		
	Overall Percent	Percent by Gender		Overall Percent	Percent by Gender	
		Male	Female		Male	Female
Full Time	33	41	59	29.7	43.6	56.4
Part Time	67	33	67	70.3	31.7	68.3

Student Ethnic Background - student ethnic background as defined by and reported to IPEDS for Fall 2020 and Fall 2021.

Table 3.d. Student Ethnic Background

Race/ Ethnicity	Percentage Fall 2020	Percentage Fall 2021
Am. Indian/ Alaska Native	1%	1%
Asian	1%	1%
Black/ African American	3%	3%
Hispanic/ Latino	5%	5%
Native Hawaiian or Pacific Islander	0%	0%
White	84%	84%

Two or More Races	4%	4%
Race/ Ethnicity Unknown	2%	2%
Nonresident Alien	1%	1%

4. Pathways

Michigan adopted the Guided Pathways process to aid in college completion reform. Guided Pathways have been described as an "integrated, institution-wide approach to student success based on intentionally designed, clear, coherent, and structured educational experiences…" (Guided Pathways: The Scale of Adoption in Michigan, January 2018). At Mid, we have developed nearly 60 different Guided Pathways with an overall focus on "15 to Finish" where students enroll full-time and complete their programs in two years. Evidence suggests that if students enroll full-time at least one semester they are more likely to complete a program. This particular focus has been challenged during COVID where students have been uneasy to go back to college full-time, even with significant financial incentive (through CARES money) to do so. With the surplus of employment opportunities and rising wages, the challenge will only become more difficult. The "15 to Finish" focus will need to be evaluated further to gauge viability once we gain more distance from COVID and CARES funds run out. More recent data seems to suggest a shifting of demographics toward an older student population that is more interested in short-term training and credentials vs. full degree programs. While this trend requires more study, it is one that warrants consideration.

Table 4.a. lists Mid's Guided Pathways developed by faculty. These Pathways were fully implemented in Fall 2018 with new pathways created each year.

Table 4.a. Guided Pathways

Program Title Guided Pathways
Arts & Communications
1. Animation Transfer
2. Communication MiTransfer
3. Graphic Design
4. History and Political Science Transfer
5. Liberal Studies Transfer
6. Liberal Studies Transfer (Z-Degree)
7. Michigan Transfer Agreement
8. Outdoor Media
9. Outdoor Media Transfer
10. Psychology MiTransfer
11. Sociology Transfer
12. Visual Arts Transfer
Business & Technology
1. Accounting
2. Administrative Assistant Professional (AAP) General Business, Legal, Medical, Management
3. Administrative Assistant Professional (AAP)
4. Administrative Assistant Professional for the Virtual Office

5. Advanced Integrated Manufacturing (Management)
6. Business Studies Transfer (LUCES)
7. Business Studies MI Transfer
8. Business Management and Marketing Level I
9. Business Management and Marketing Level II
10. Michigan Land Title Association
11. Small Business Management and Entrepreneurship
12. General Business
13. Computer Information Systems (Software Development, Game Programming, and IT Infrastructure and Cybersecurity)
14. Enhanced Business Studies Transfer (Northwood 3+1 for Healthcare Management, Management, and Management Information Systems)

Health Sciences

1. Computed Tomography (CT)
2. Exercise Science MiTransfer
3. Health Science Transfer
4. Magnetic Resonance Imaging (MRI)
5. Medical Assistant
6. Neurodiagnostic (EEG) Technology
7. Nursing
8. Pharmacy Technician
9. Physical Therapist Assistant
10. Public Health
11. Public Health MiTransfer
12. Radiography (X-Ray)

Human Services

1. Conservation Officer
2. Criminal Justice MiTransfer: Law Enforcement
3. Criminal Justice: State Corrections
4. Criminal Justice: Pre-Service
5. Criminal and Social Justice Transfer
6. Early Childhood Education (ECE)
7. Early Childhood Development (CMU) Transfer
8. Elementary Education Transfer
9. Secondary Education Transfer
10. Social Work MiTransfer

Math & Science

1. Biology MI Transfer
2. Chemical Engineering Technology
3. Chemistry Transfer
4. Electrical Engineering Technology
5. Manufacturing Engineering Technology
6. Mechanical Engineering Technology
7. Math Transfer
8. Physics Transfer

9. Physics Transfer (Math Prep)	

Skilled Trades
1. Advanced Integrated Manufacturing (Management)
2. Advanced Integrated Manufacturing (Machine Tool)
3. Advanced Integrated Manufacturing (Plastics)
4. Advanced Integrated Manufacturing (Welding)
5. Advanced Integrated Manufacturing (Industrial Robotics)
6. Advanced Integrated Manufacturing (Pre-Apprentice)
7. Automotive & Diesel Service Technology
8. Automotive & Diesel Service Technology (TC)
9. Computer Aided Drafting and Design (CAD)
10. Computer Aided Drafting and Design (CAD)
11. Facilities/Heating/Refrigeration/AC (HRA or HVAC)
12. HRA: Heating-Electricity Specialist
13. HRA: Refrigeration-Air Conditioning Specialist
14. HRA: Geothermal
15. AIM: Machine Tool
16. AIM:Industrial Robotics
17. Welding
18. Welding Pre-Apprentice
19. Welding Pre-Apprentice (CTE)

Fully-Online Programs
1. Administrative Assistant Professional
2. Business Management and Marketing Level I & II
3. Business Studies MiTransfer
4. Computed Tomography Technology (CT)
5. Liberal Studies Transfer
6. Michigan Transfer Agreement (MTA) online
7. Psychology MiTransfer
8. Small Business Management/Entrepreneurship
9. Virtual Administrative Assistant Professional: Training Credential

4.a. MiTransfer Pathways Project

The overall goal of the MiTransfer program is to ensure that all courses transfer as direct equivalents between community colleges and four-year colleges and universities. The very first MiTransfer project was piloted (with Psychology) at Mid in 2016. Based on the success of the pilot, and with leadership from the Michigan Community College Association (MCCA) and in collaboration with the Michigan Association of State Universities (MASU), and the Michigan Independent Colleges and Universities (MICU), the MiTransfer Pathways (MiTransfer.org) process was expanded to include several more programs and implemented statewide.   More specifically, the program is designed to:

- Identify the community colleges or four-year colleges and universities that do not offer one of the MiTransfer Pathways courses, document that the equivalency does not exist, and identify how the institution will accept the course in the agreement.

- Provide support and technical assistance to the institutions that do not have a direct equivalency. Once the institutions reach a decision about the equivalency, add the direct equivalency to the equivalency matrix or document why the equivalency does not exist. If both institutions offer the course, then it is an expectation that the institutions will work diligently to align the course.

- Edit the articulation agreement with input from participating institutions. Clarify details regarding the maintenance of the agreement, communication responsibilities of participating institutions, and provisions for joining the agreement.

Overall ten transfer programs have been implemented across the state. These programs include: Communication, Mechanical Engineering, Social Work, Biology, Business, Art, Exercise Science/Kinesiology, Public Health, Criminal Justice, and Psychology. MCCA has recently reconvened their statewide transfer committee with the eventual goal of expanding this list to include additional programs. Mid continues to be an integral part of this process as higher education in general strives to meet the needs of future students. While the recent trend is towards more shorter term career-oriented programs, transfer programs will continue to be a priority for Mid.

4.b. Industry-Recognized Certifications

At the recent Higher Learning Commission conference, there was a strong emphasis on the necessity of more short-term training opportunities as students become more interested in shorter-term and targeted credentials. Mid has been ahead of the curve in many ways. Mid is affiliated with the National Coalition of Certification Centers (NC3), a nationwide network of education/training providers and corporations that develop, implement, and sustain skills standards. Microcredentials offered by NC3 are very intentionally built into Mid's curriculum in several program areas. However, NC3 certifications are not the only microcredentials built into Mid's curriculum. Table 4.b includes the industry-recognized certifications and short-term training opportunities available to those interested in career advancement and professional development.

Table 4.b. Industry-Recognized Certifications by Content Area

Content Area	Industry-Recognized Certification
Administrative Assistant Professional	Microsoft Office 2016 Specialist Gregg College Keyboarding LinkedIn Learning: Social Media Marketing LinkedIn Learning: Marketing on Facebook LinkedIn Learning: Instagram LinkedIn Learning: Marketing on Pinterest LinkedIn Learning: Email and Newsletter Marketing Foundations LinkedIn Learning: Learning Instagram and Marketing on SnapChat LinkedIn Learning: Marketing and Monetizing on YouTube LinkedIn Learning: Learning with your mobile device

Computer Information Systems (CIS)	CompTIA IT Fundamentals CompTIA Network+ CompTIA Security+ CompTIA PenTest+ Cisco Certified Network Associate Cisco CyberOps Associate Cisco Certified Technician Routing & Switching LPI Linux Essentials
Early Childhood Education	State of Michigan Infant-Toddler Lead Teacher Qualification State of Michigan Program Administration Qualification
Advanced Integrated Manufacturing	NC3/Snap-on & Starrett Precision Measurement NC3/Snap-on Multimeter NC3/Level 1 AC/DC NC3/Level 1 PLC OSHA & MIOSHA Industrial Safety FANUC Programming Certification FANUC Vision & Sensor Certification Armstrong Tool Safety American Welding Society Sense Level I
Automotive & Diesel Service	NC3/Snap-on & Starrett Precision Measurement NC3/Snap-on Multimeter NC3/Snap-on Wheel Service & Alignment NC3/Snap-on Battery Starting & Charging NC3/Snap-on Torque Fundamentals NC3/Snap-on Automotive Scanner Diagnostics
Computer Aided Drafting & Design	Certified SolidWorks Association (CSWA) Exam SoftPlan Certification Exam 3D Printing Stratasys Certificate
Facilities, Heating, Refrigeration, & Air Conditioning	NC3/Snap-on & Starrett Precision Measurement NC3/Snap-on Multimeter NC3/Trane Residential Systems EPA-Refrigerant Handling NATE Industry Competency Exams Seal Tight Gas Line
Welding	American Welding Society Sense Level 1

Currently credentially opportunities are primarily housed within occupational-related programs. However, there is also an appetite to expand this practice into liberal arts areas. Throughout its curriculum Mid utilizes the Degree Qualifications Profile (DQP) as the theoretical framework upon which our academic assessment processes are built. This profile contains the following series of proficiencies:

Specialized/Industry Knowledge
Broad and Integrative Knowledge
Intellectual Skills
        a. Analytic Inquiry
        b. Use of Information Resources

  c. Engaging Diverse Perspectives
  d. Ethical Reasoning
  e. Quantitative Fluency
  f. Communicative Fluency
Applied and Collaborative Learning
Civic/Democratic and Global Learning

In many respects these proficiencies are ideally suited to the awarding of competency-based microcredentials. A goal of Academic Affairs will be to implement a "badging" process of sorts for both the aforementioned microcredentials as well as the DQP proficiencies to document student achievement in these areas. This could potentially lead to a bridging of sorts between transfer and occupational programs and present new marketing themes focusing on more short-term training opportunities to meet the changing interests and demographics of our students which is in line with the HLC.

5. Course Revisions, Program Revisions, New Courses/Programs

Course Revisions, Program Revisions, New Courses, and New Programs

In Academic Affairs, an intentional focus on Improving teaching and learning takes on many forms. Curricular changes in 2021-2022 are an example of this focus. It is important to note that these efforts were led by Amanda Wismer as Chair of the Academic Standards and Curriculum Committee. Several additions, revisions, and deletions were presented and approved throughout the 2021-22 academic year. These changes were based on thoughtful consideration of data and in consultation between faculty, advisory boards, community partners, and academic administrators. While the comprehensive list of these changes will be brought as a separate agenda item, below are a few highlights of the changes made.

Curriculum Changes Highlights in 2021-2022 for the 2022-2023 Academic Year
1. New Programs of Study
  a. Training Credential: Virtual Administrative Assistant Professional
  b. Associate in Applied Science: Engineering Technology
  c. Training Credential: Michigan Land Title Association
  d. Certificate: State Corrections
  e. Certificate: Law Enforcement
2. Two new Agriculture courses (Introduction to Agriculture and Introduction to Animal Science) which will be offered fall 2022.
3. All Associate Degree programs were reduced to a 60 credit hour minimum for degree requirements which is more consistent with other Michigan Colleges.

6. Innovation Fund

To support the creative endeavors in developing curriculum that includes innovative content, pedagogy, and delivery methods, Mid annually allocates $40,000 to an Innovation Fund. Faculty submit a proposal to a committee consisting of faculty and academic administrative representatives for consideration. During the 2021-2022 Academic Year, the following projects, represented in Table 6.a. Innovation Fund Awards for 2021-2022, were funded to allow faculty to develop curriculum aligned with the needs of students and the standards of the respective fields.

Table 6.a. Innovation Fund Awards 2021-2022

Faculty Member	Project Focus	Amount Awarded
Jeff Percha, FT	Open Educational Resources for BIO.100	$1,500
Trish Finerty, FT	Development of a new summer travel course, BIO.289, Biology of the Florida Keys	$4,725
Brad Olrich, FT	Development of two new courses ART.283 and ART.284	$5,670
Amanda Wismer, FT and Rachel Charping, PT	Revise two PTA classes (PTA.207,208) and create four new (PTA.201,202,203,204)	$2,500
Jacob Hamric, FT Donna Sinclair, PT	Develop new course HIS.230, Native American History	$2,835
Pam Hansen, PT	Enhancement of ALH.230 Laboratory Procedures for the Medical Office	$2,835
Nick Blackmer, FT	Develop new course WLD.105 Automotive Welding	$2,835
Jess King, FT	Develop three new AIM courses: AIM 213 CNC Programming II, AIM 216 MasterCam II, and AIM 280 CNC Capstone	$11,340
Chris Goffnett, FT	Enhancement of CIS.155 Computer Operating Systems and CIS.285 Network Cybersecurity	$4,725
Diane Miller, FT	Enhancement of COM.101, Fundamentals of Communication	$1,000
TOTAL		$39,965.00
REMAINING FUNDS		$35.00

In addition to the innovation fund developments listed above, funding from the CARES Act was allocated for the online course developments. These developments were specifically identified by the Academic Deans as the top priorities in response to COVID, as much of our instruction during the pandemic transitioned to online and remote options. The CARES projects for 2021-2022 are represented in Table 6.b.

Table 6.b. CARES Projects 2021-2022

Project	Faculty	Amount
ALH.100	Jan Noteboom	$945.00
BIO.101	Jeff Percha	$1,890.00
CIS.170	Chris Goffnett	$2,835.00
CIS.185	Chris Goffnett	$2,835.00
CIS.295	Chris Goffnett	$2,835.00
CJS.200	Karen Moore	$2,835.00
CJS.204	Karen Moore	$2,835.00
CJS.220	Karen Moore	$2,835.00
COM.257	Diane Miller	$2,835.00
ECE.101	Julie Ehle	$3,780.00
ECE.201	Ranay Gursky	$2,350.00
ECE.206	Julie Ehle	$2,350.00
HIS.101	Jacob Hamric	$2,835.00
HIS.102	Jacob Hamric	$2,835.00
MAT.104	Robert Elmore	$1,417.50
MAT.124	Rodney Elmore	$2,362.50
MAT.126	Jordan Webster	$2,362.50
MAT.226	Rodney Elmore	$3,780.00
PSY.101	Maria Gross	$1,417.50
SCI.200	Trish Finerty and Jeremiah Wagner	$1,417.50
SPN.102	Lucy Andarcia	$1,890.00

7. Professional Development

The Academic Council oversees an annual budget of $50,000 to support faculty professional development. These funds are available to both full-time and adjunct faculty and allow faculty to travel to professional workshops and conferences and can also be used to bring

professional development activities to campus. Table 7.a. Professional Development Fund Awards 2021-2022 identified individuals supported with funds from the account. Please note that due to the COVID pandemic, several conferences that received funding were canceled. Additionally, some faculty were approved for funding but could not attend due to illness.

Table 7.a. Professional Development Fund Awards 2021-2022

Faculty Member	Conference/Workshop	Amount Awarded
Eric Sander	Stratasys Additive Manufacturing Certification Training Eden Prairie, MN	$2,160.00
Crystal Parker	2021 NPTE Workshop for Educators, Virtual Training	$450.00
Richard Hollister	ASE Instructor Training (Virtual)	$150.00
Leslie Peterson	Nuts and Bolts for Nursing Educators Minneapolis, MN	$1,846.68
Brooklyne Sniegocki	Nuts and Bolts for Nursing Educators Minneapolis, MN (Did not attend, but some travel fees were not refunded)	$600.00
Brooklyne Sniegocki	Next Gen Learning Conference Lake Buena Vista, FL	$1,900.00
Elizabeth Kogelman	Next Gen Learning Conference Lake Buena Vista, FL	$2,050.00
Beth Corner	Next Gen Learning Conference Lake Buena Vista, FL	$2,050.00
Iliana Miller	Mid-West Institute of International and Intercultural Education, Virtual	$75.00
Robert Elmore	Research in Undergraduate Mathematics Education Conference Boson, MA	$1735.29
Kelley Eltzroth	Introductory Psychology Coast to Coast, Virtual	$25.00
Ron Holmes	ESCO group National HVACR Education Conference Las Vegas, NV	$1,710.00
Elizabeth Hackett	Faculty Development Workshop for New PT/PTA Faculty Ithaca, NY	$1,819.40
Jess King	NC3 Train-the-Trainer Phoenix, AZ (Did not attend, but was charged (credited for registration)	$990.00
Eric Chemberlin	Two Year College English Association, CCCC Convention Virtual	$150.00
Maria Gross	2022 Annual ASCD Recharge and Reconnect Conference Chicago, IL	$2,637.00
Lucy Andarcia	2022 Annual ASCD Recharge and Reconnect Conference Chicago, IL	$2,788.00
TOTAL FUNDS USED		$23,136.37
FUNDS REMAINING	*Funds can still be used until June 30, 2022*	$26,863.63

8. Student Outcomes

Consistent, Systematic, and Strategic Use of Data to Improve Practice

Student assessment is at the heart of Mid's academic mission. Data are collected from a variety of sources throughout various units within the college. Some of these sources are more descriptive in nature and include more easily quantifiable data such as grades, withdrawal rates, retention rates, and completion rates. Since our dual enrollment population makes up such a large percentage of our overall enrollment (approximately ⅓), we broke out data specific to these students. Where appropriate we included state and/or national comparison data as our goal is to exceed these figures. The tables below represent data collected to date. A brief summary of these student success data is presented in the concluding section of this document.

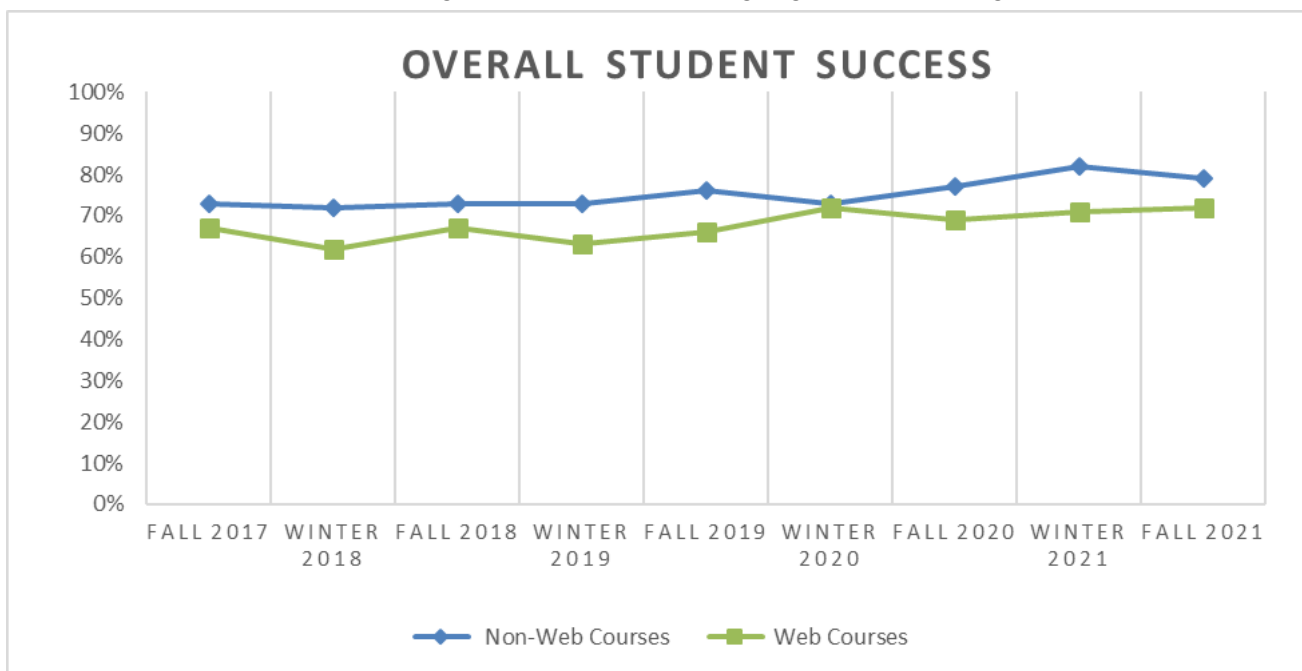Success is defined as the percentage of students achieving a grade of C or higher
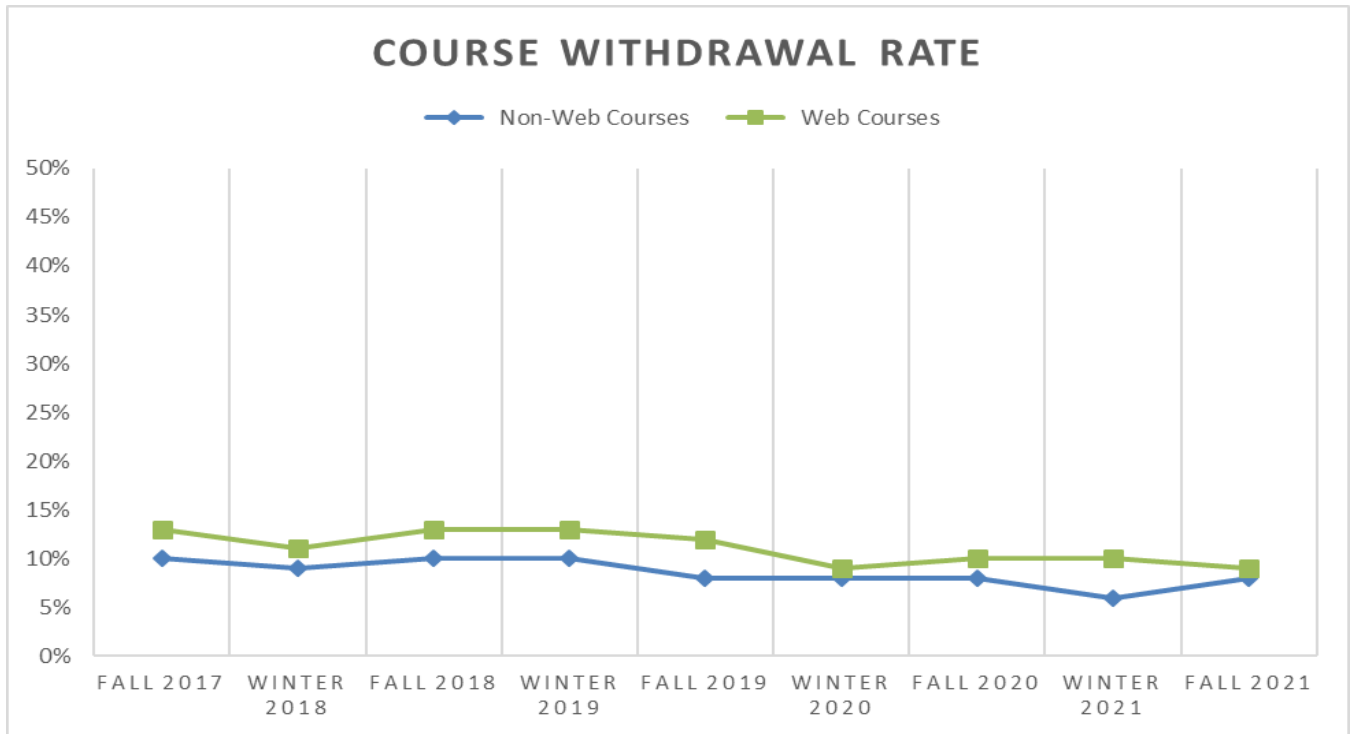

Figure 8.1

COURSE WITHDRAWAL RATE

Non-Web Courses   Web Courses

Figure 8.2

OVERALL STUDENT GPA

Average GPA
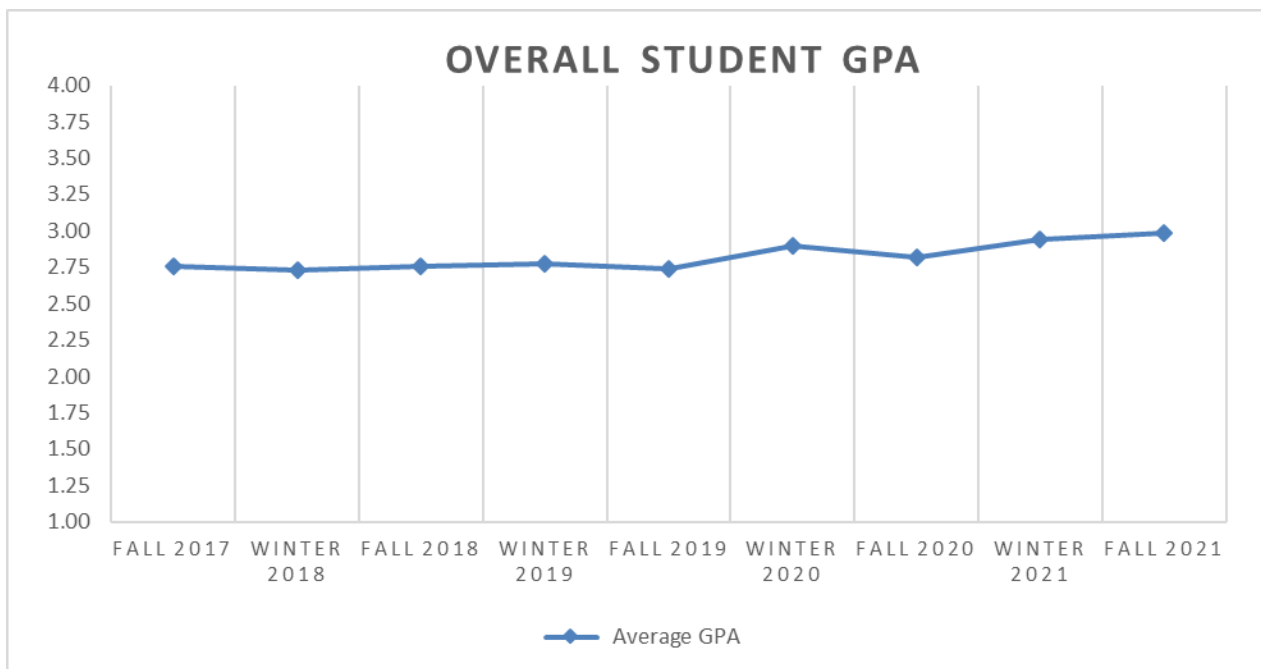
Figure 8.3

9. Dual Enrolled High School Students

Mid continues to realize an increasing number of dual enrolled high school students on 16 high school or school district sites. In Table 9.a. the Number of Dual Enrollment Courses Sections by Location is noted.

Table 9.a. Number of Dual Enrollment Courses Sections by Location

Location	Term							
	2018FA	**2019WI**	**2019FA**	**2020WI**	**2020FA**	**2021WI**	**2021FA**	**2022WI**
Alma							4	3
Beaverton High School			1					
Big Rapids High School				3		2	2	6
CCRESA					7	6	5	6
Chippewa Hills HS				1	1	1		
Clare HS			3	3	2	2	2	3
DeWitt HS					3	2	2	2
Farwell HS			3	4	2	2	1	2
Huron ISD			13	13	13	12	12	11
Marlette			2	2	4	4	4	4
Mecosta-Osceola ISD				2	5	5	3	2
Reed City HS							2	1

Sacred Heart HS			2	2	3	2	2	
Shepherd HS			9	9	8	10	10	9
Tuscola ISD			6	6	14	10	10	8
Vassar HS						1		1

In Figure 9.1 You will note that there are more classes taken than there are dual enrolled students as many students enroll in more than one course. For example, in 2022 Winter, the average dual enrollment student took 1.73 courses. 1934(classes)/1145(students)=1.7(average # of classes a dual enrollment student took).
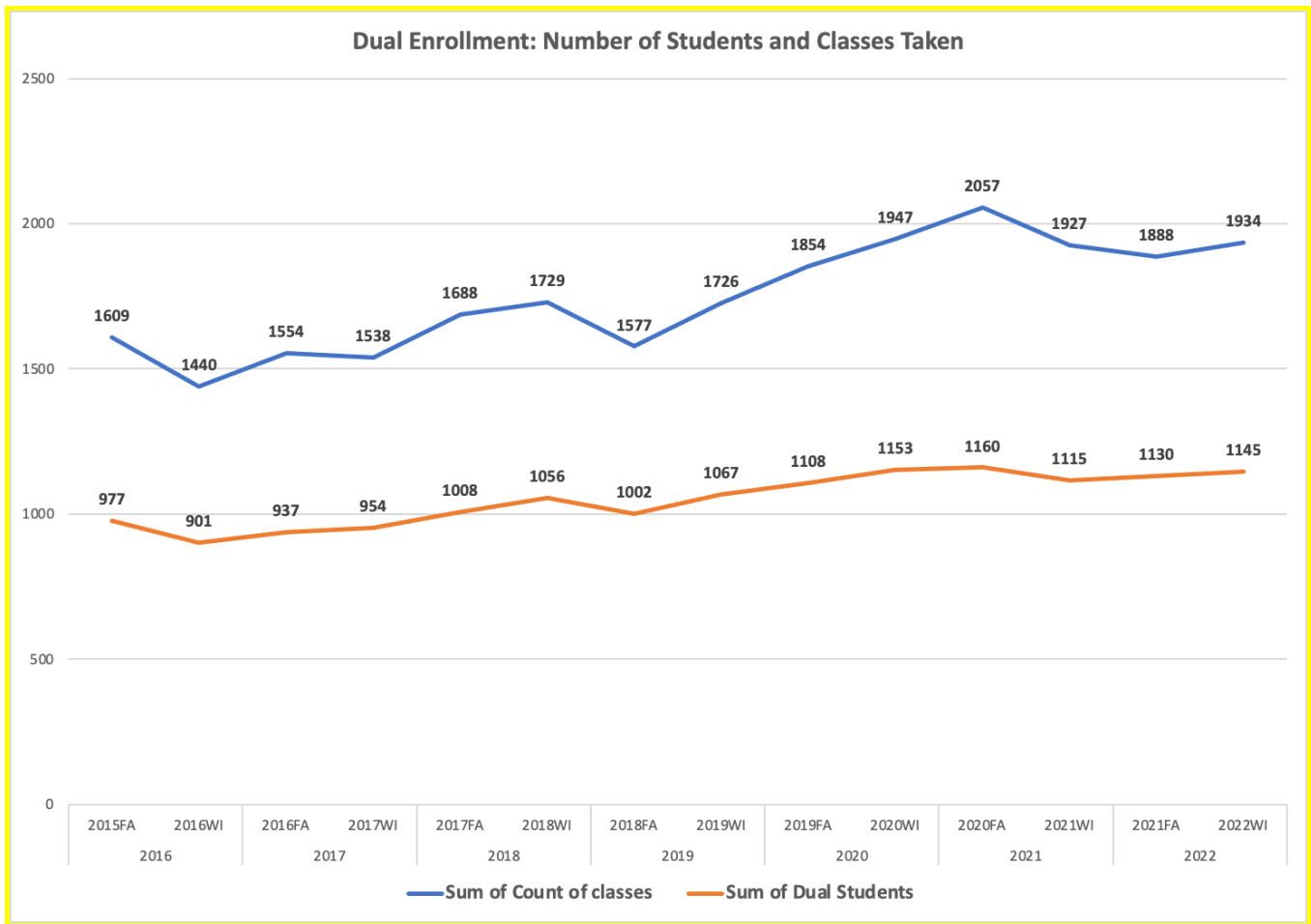
Figure 9.1

We also track the success rates of dual enrolled students. These success rates are based on grades of C or better.

Percentage of students earning A to C grades - in Blue, C- to F grades - in Red, and Withdrawals - in Green. Note that dual enrolled students consistently have a higher percentage of A to C grades compared to the rest of the student population.
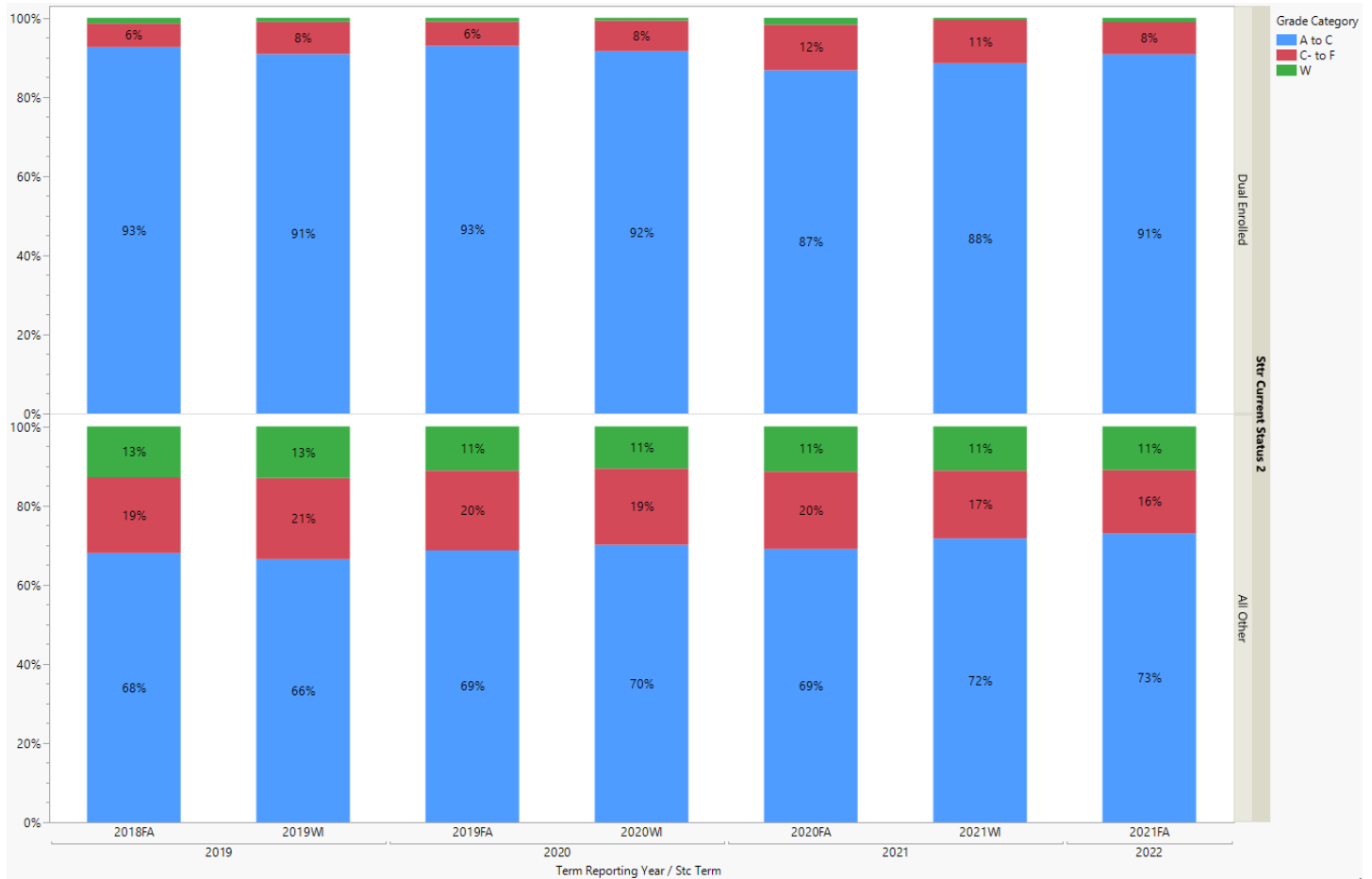
Figure 9.2

Table 9.b. Includes the same information from Figure 9.2

		Grade Category		
Academic Year	Student Status	A to C	C- to F	Withdrawals
2019	Dual Enrolled	92%	7%	1%
	All Other	67%	20%	13%
2020	Dual Enrolled	92%	7%	1%
	All Other	69%	20%	11%
2021	Dual Enrolled	88%	11%	1%
	All Other	70%	18%	11%
2022-Fall only	Dual Enrolled	91%	8%	1%

	All Other	73%	16%	11%

Mid Michigan College has the 10th highest percentage of dual enrolled students in their population, out of all 28 community colleges. Mid has the 11th highest count of dual students across the same colleges.
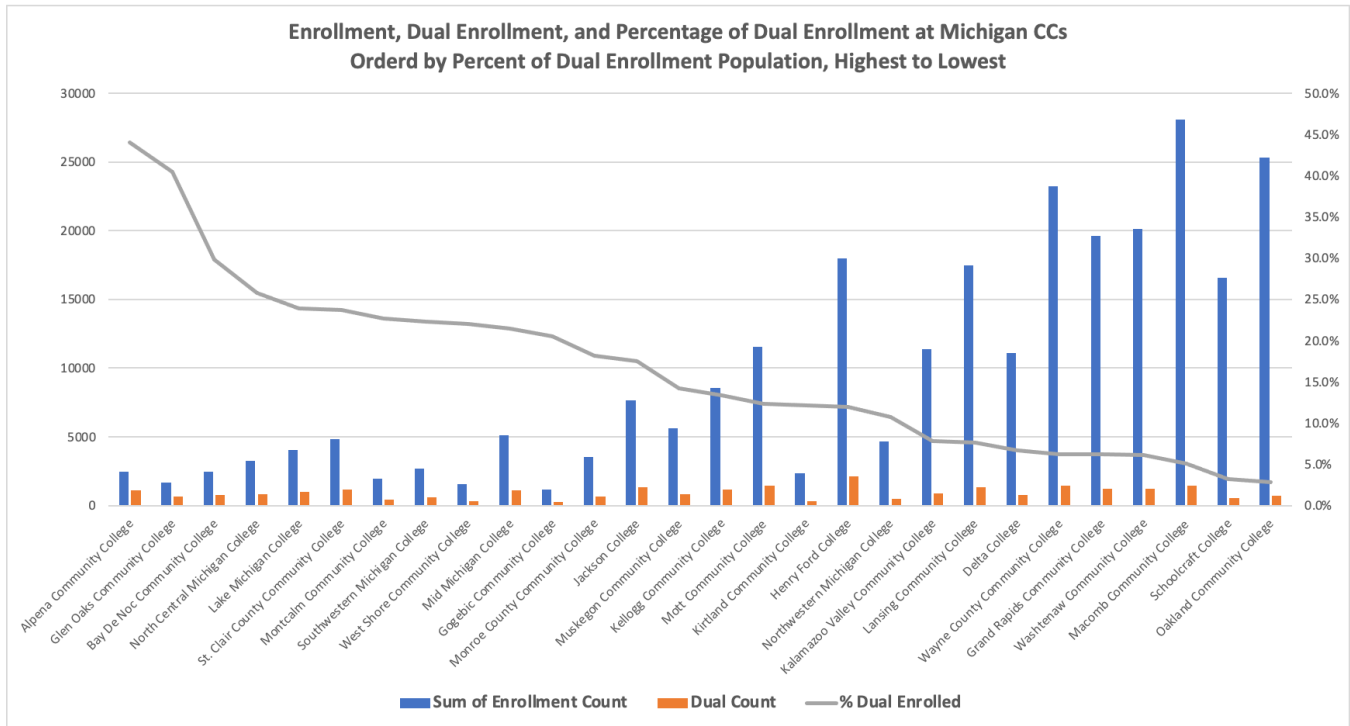
Figure 9.3

10. Retention

Other key indicators that suggest how well students are performing includes the percent of students that complete a course and the percent that are retained for additional courses one year later. Table 10.1 lists our retention rates from Fall to Fall semesters.

Table 10.1 Retention Percentages for Fall to Fall at Mid

Retention from Fall to Fall	
F12-F13	48.06%
F13-F14	50.95%
F14-F15	51.48%
F15-F16	50.77%
F16-F17	51.43%
F17-F18	48.30%

F18-F19	47.33%
F19-F20, First Time, Full Time	47%
F19-F20, First Time, Part Time	50%
F20-F21, First Time, Full Time	53%
F20-F21, First Time, Part Time	39%
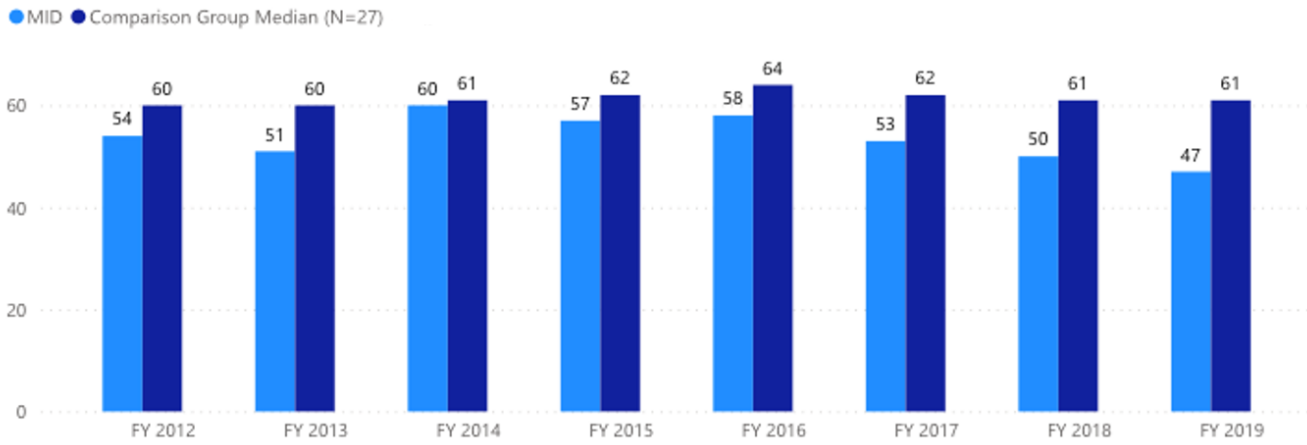
** IPEDS Comparison Group N=27 includes 16 peer colleges in Michigan.

Figure 10.1 Full time student fall to fall retention.
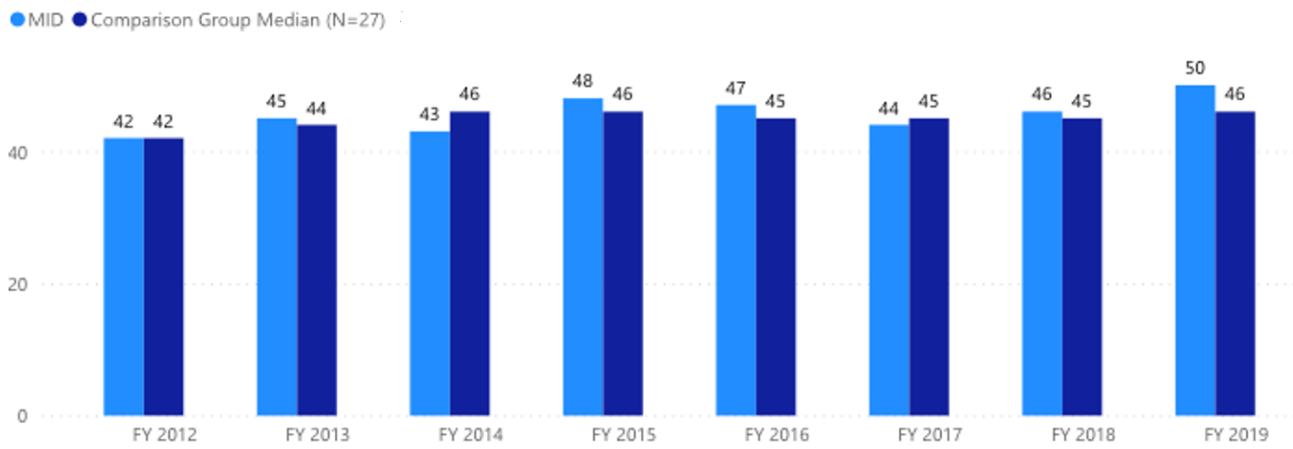
** IPEDS Comparison Group N=27 includes 16 peer colleges in Michigan.

Figure 10.2 Part time student fall to fall retention.

11. Completion

** IPEDS Comparison Group N=27 includes 16 peer colleges in Michigan.
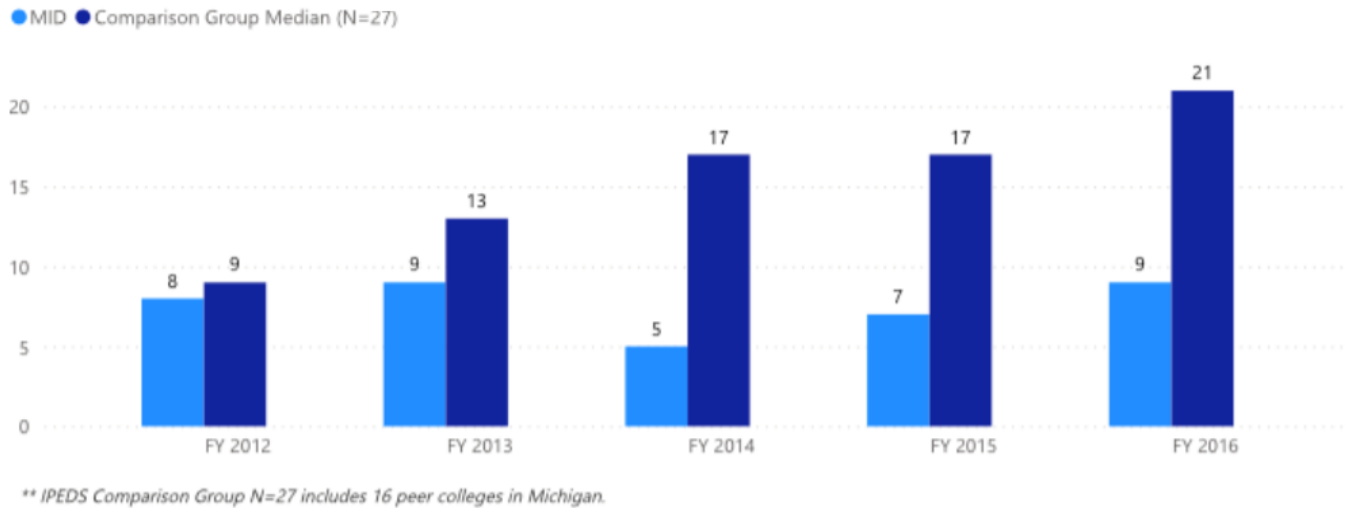
Figure 11.1 Graduation rates at normal time to completion

** IPEDS Comparison Group N=27 includes 16 peer colleges in Michigan.
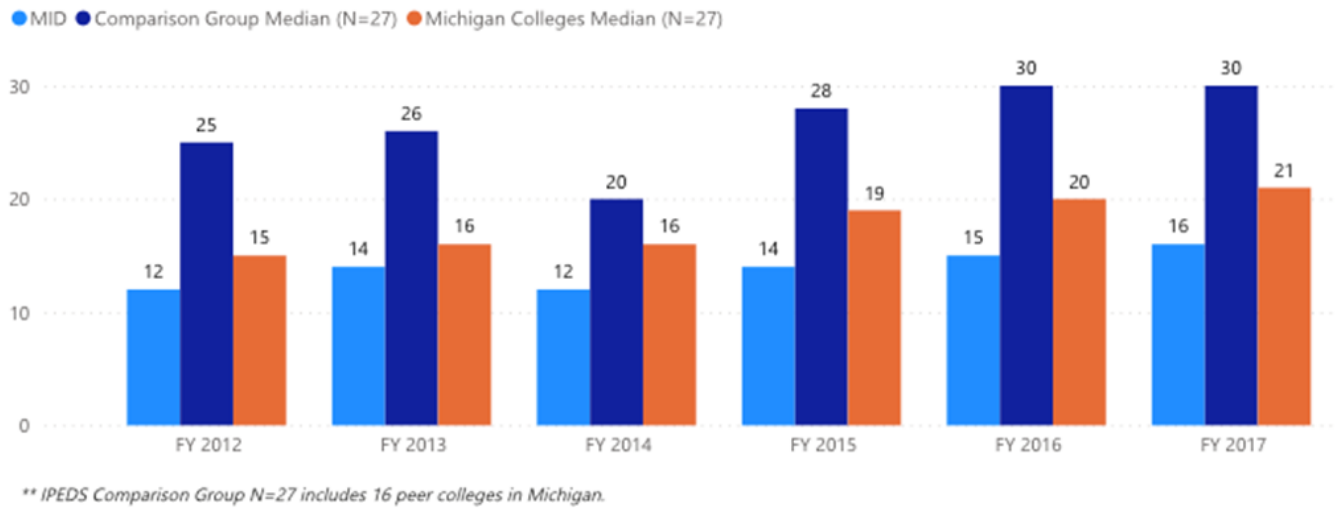
Figure 11.2 Graduation rates at 3 years.

Mid compared to IPEDS peers (dark blue) and all of Michigan's community colleges (orange).

** IPEDS Comparison Group N=27 includes 16 peer colleges in Michigan.
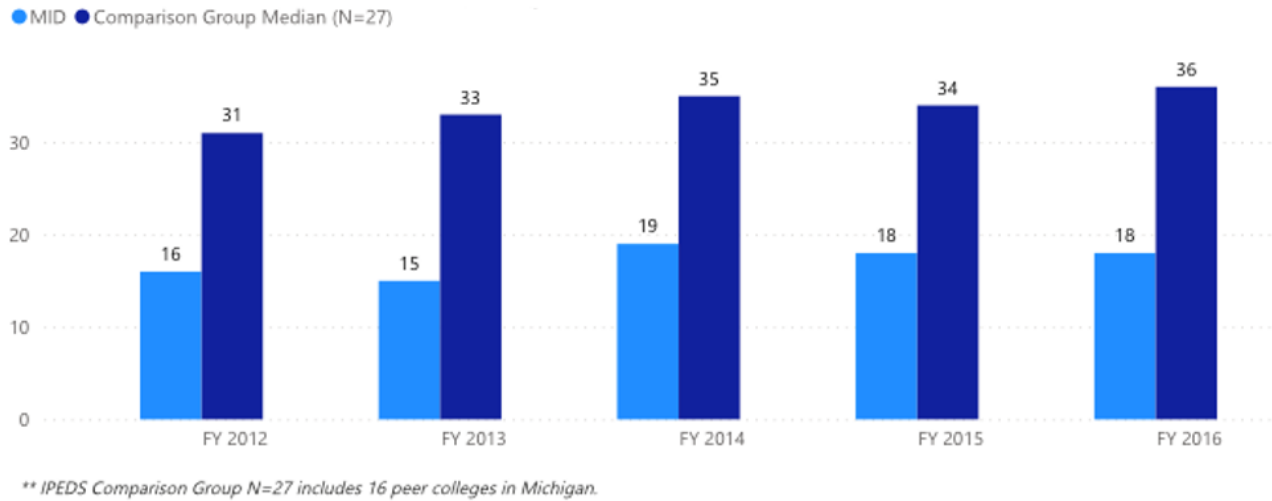
Figure 11.3 Graduation rates at 200% of normal time for Mid compared to IPEDS peers.

** IPEDS Comparison Group N=27 includes 16 peer colleges in Michigan.
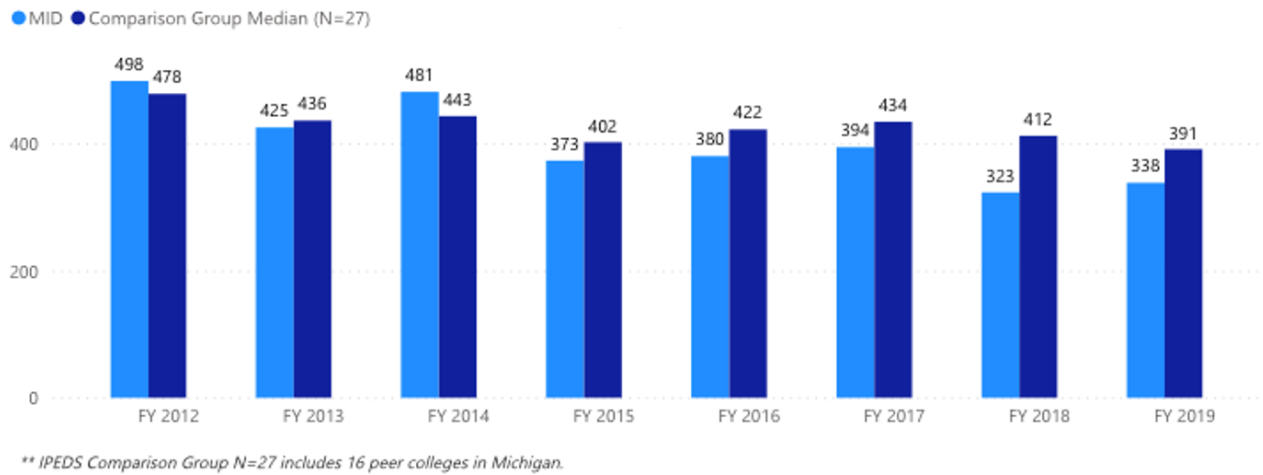
Figure 11.4 Associate's degrees awarded

Student Success at Mid Compared to All Other Michigan Community Colleges

Legend:
- Mean(Success Rate - 2 YR)
- Mean(Success Rate- 3 YR)
- Mean(Success Rate - 4 YR)

Mid Michigan College: 19%, 28%, 34%
All Others: 22%, 35%, 42%

Y-axis: Success Rate - 2 YR & 2 more
X-axis: Michigan Community Colleges

Figure 11.5

Mid student success at 2, 3, and 4 year post entry to Mid, compared to all Michigan community colleges. Student success by this state-calculated metric is achievement of a certificate or associates degree or transfer to a public university. Data are from starting entry year of 2016-2017 to allow for enough time to measure out to 2020-2021 success rates. Data compiled from MISchool data.

2-Year Success at Mid & 2-Year Success at All Other CCs
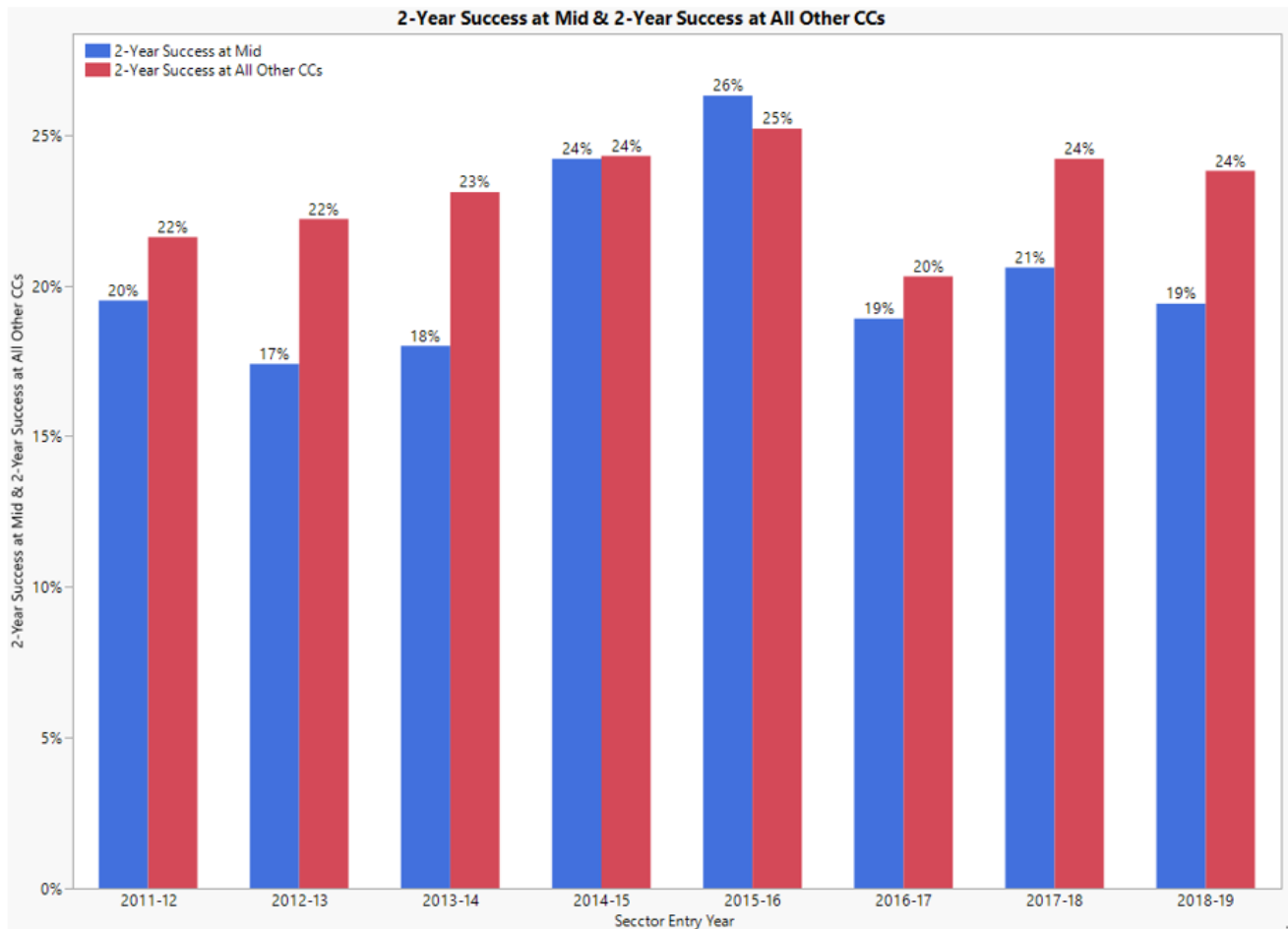
Figure 11.6
Two year student success at Mid, compared to success of students attending all other Michigan community colleges. Student success by this state-calculated metric is achievement of a certificate or associates degree or transfer to a public university. Data are from a starting entry year and measured after two years have passed. Data compiled from MISchool data.

12. Assessment Data

The above data and charts focused on easily quantifiable descriptive data. While they certainly are helpful in providing snapshot type data, they do not provide detailed information on student learning. Assessment is defined by the Higher Learning Commission as "a participatory, iterative process that provides data institutions need on their students' learning, engages the college an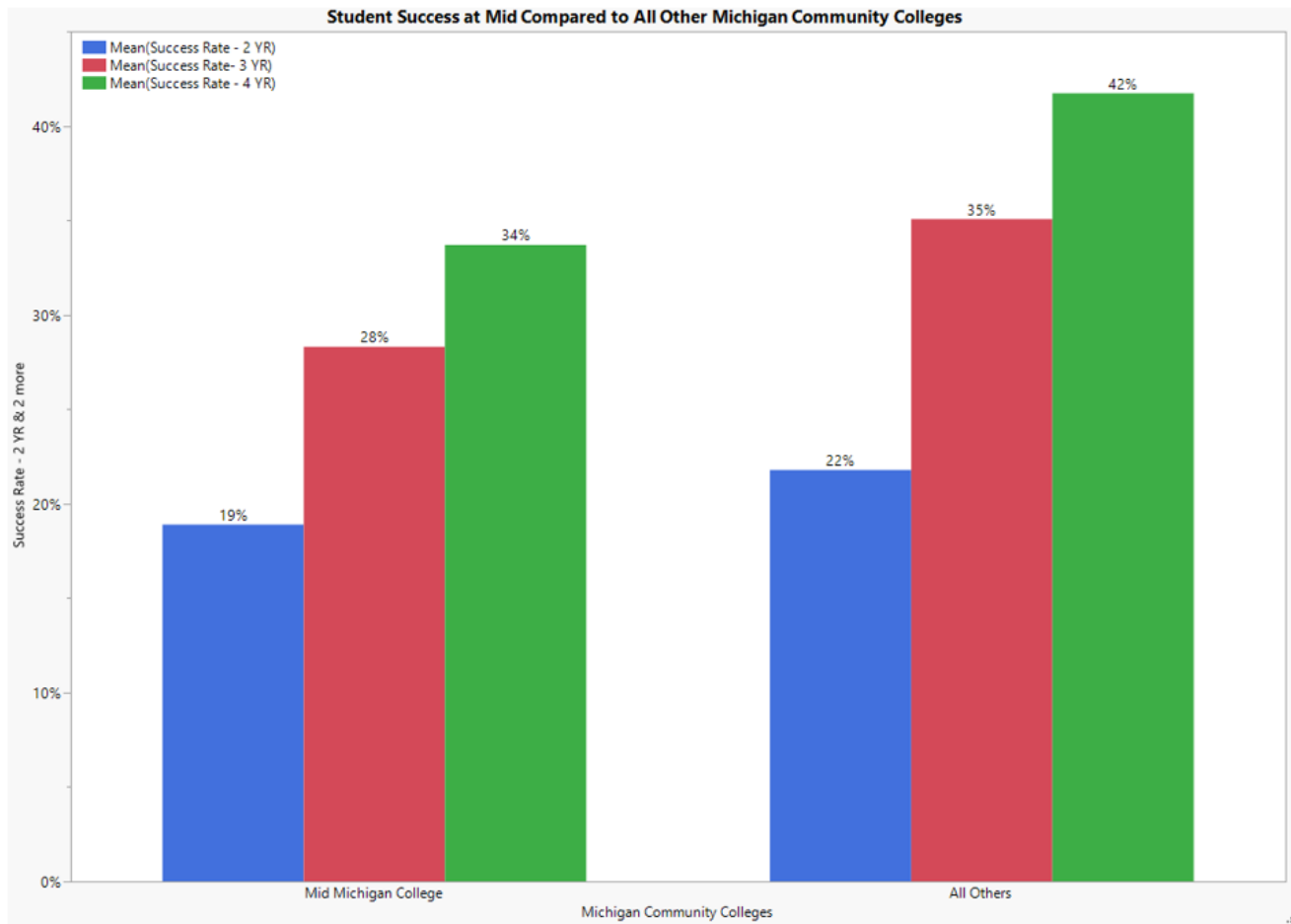d others in analyzing and using that information to confirm and improve teaching and learning, produces evidence that students are learning the outcomes the institution intended, guides colleges in making educational and institutional improvements, evaluates whether changes made improve/impact student learning, and documents the learning and institutional efforts."

Mid utilizes the Degree Qualifications Profile (DQP) as a framework for our assessment. The DQP was developed by the Lumina Foundation and is used by over 400 higher education institutions. The framework consists of five proficiencies, with Intellectual Skills being further divided into six sub-categories.

1. Specialized/Industry Knowledge
2. Broad and Integrative Knowledge
3. Intellectual Skills
   a. Analytic Inquiry
   b. Use of Information Resources
   c. Engaging Diverse Perspectives
   d. Ethical Reasoning
   e. Quantitative Fluency
   f. Communicative Fluency
4. Applied and Collaborative Learning
5. Civic/Democratic and Global Learning

While all departments engage in assessment activities, the general education program will be the focus of this instructional report. General education courses make up the largest portion of Mid's curriculum and focuses on Intellectual Skills.

General Education Mission Statement:
The General Education Program at Mid Michigan College provides students with the broad knowledge and intellectual skills to be successful in life as well as their career. This mission aligns and supports Mid's mission to "develop knowledge and ability to empower learners and transform communities."

The General Education Committee has set the benchmark for proficiency at 80%, meaning that 80% of the students being assessed receive the necessary outcome to be deemed proficient in whatever intellectual skill is being assessed.

General Education Program Student Learning Outcomes:
1. Identify complex problems and analyze them in effective ways (Analytic Inquiry)
2. Locate, evaluate, and cite information resources to complete projects (Use of Information Resources)
3. Explore concepts from different perspectives (Engaging Diverse Perspectives)
4. Describe ethical issues in societal problems to inform decision making (Ethical Discourse)
5. Interpret and use quantitative information to solve problems (Quantitative Fluency)
6. Communicate ideas in writing (Written Communicative Fluency)
7. Communicate ideas orally (Oral Communicative Fluency)

General Education Assessment
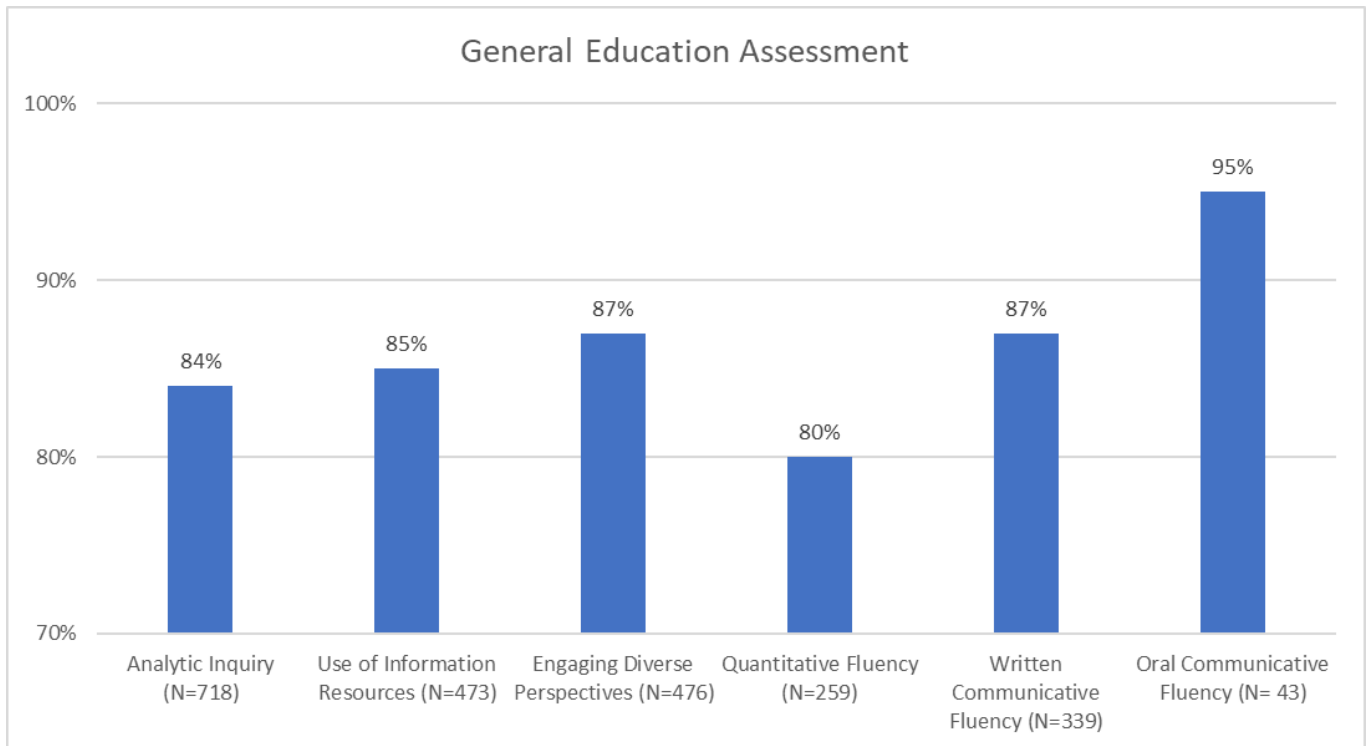
Figure 12.1

While each of the Intellectual Skills assessed as part of the general education program met the goal of 80% competency, there were still areas that will be targeted for improvement. As can be seen in the charts above, we had a relative low return rate of assessment date for Oral Communicative Fluency. This will be a point of emphasis as we explore software and other solutions that make it easier for faculty to collect, input, store, and analyze assessment data.

13. Health Science and Career and Workforce Development Pass Rates

Another key measure of student success is how well they perform on externally administered exams. This is particularly prevalent in the Health and Occupational areas where program-specific accreditation along with certification exams are common.

At Mid, Health Sciences includes: Nursing, Radiology, Physical Therapist Assistant, and Medical Assistant. The goal for all of these metrics is above the state and/or national average.

RN Board Exam Pass Rates

Year	Mid	Michigan	National
2017	82%	89%	84%
2018	82%	87%	88%
2019	75%	88%	85%
2020	97%	90%	90%
2021	100%	82%	82%
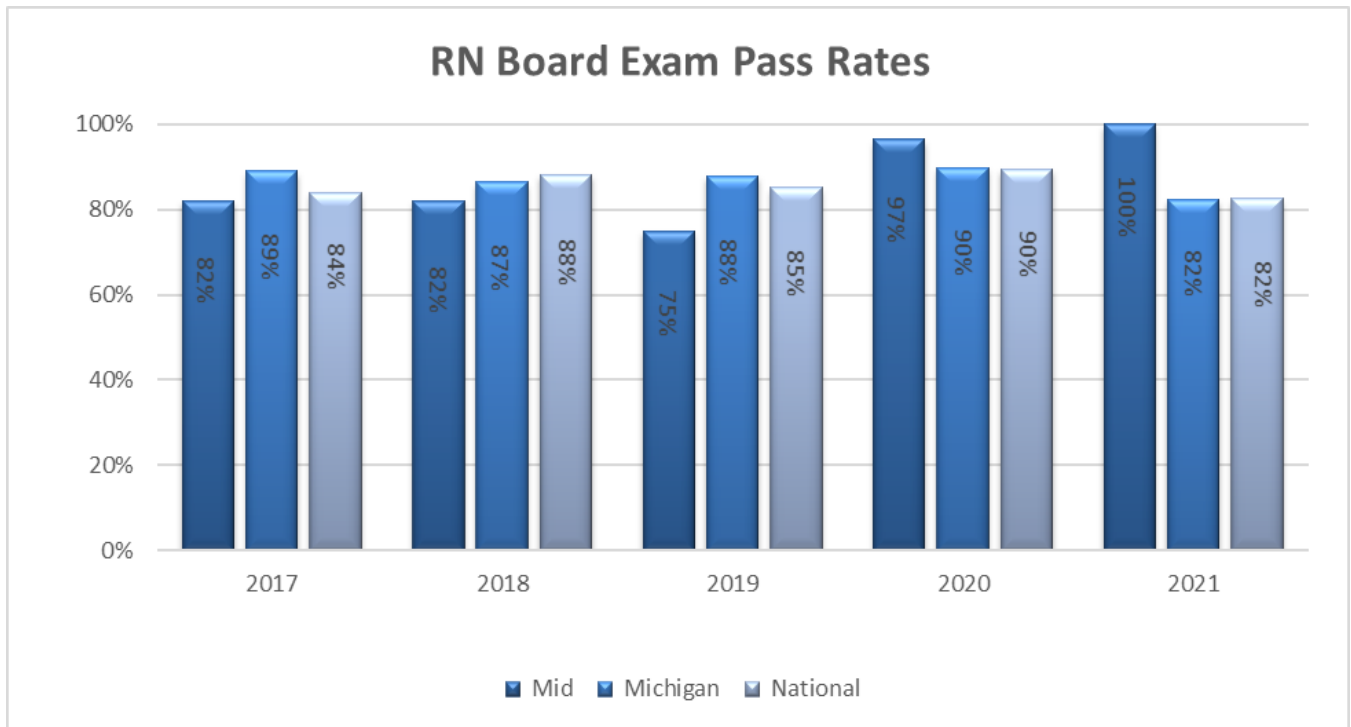
Figure 13.1

2021 was the first year that Mid RN Program has achieved 100% pass rate on the NCLEX-RN Licensure Exam (across both campuses). Students utilized additional preparation resources (U World Examination Preparation) to assist with their NCLEX-RN success. COVID has been a challenge for these students but they have demonstrated "grit" as they completed their programs and the NCLEX-RN Licensure Exam. The Nursing faculty have gone an extra mile to help these students manage and prepare during this challenging time.

Rad Tech Exam Pass Rates
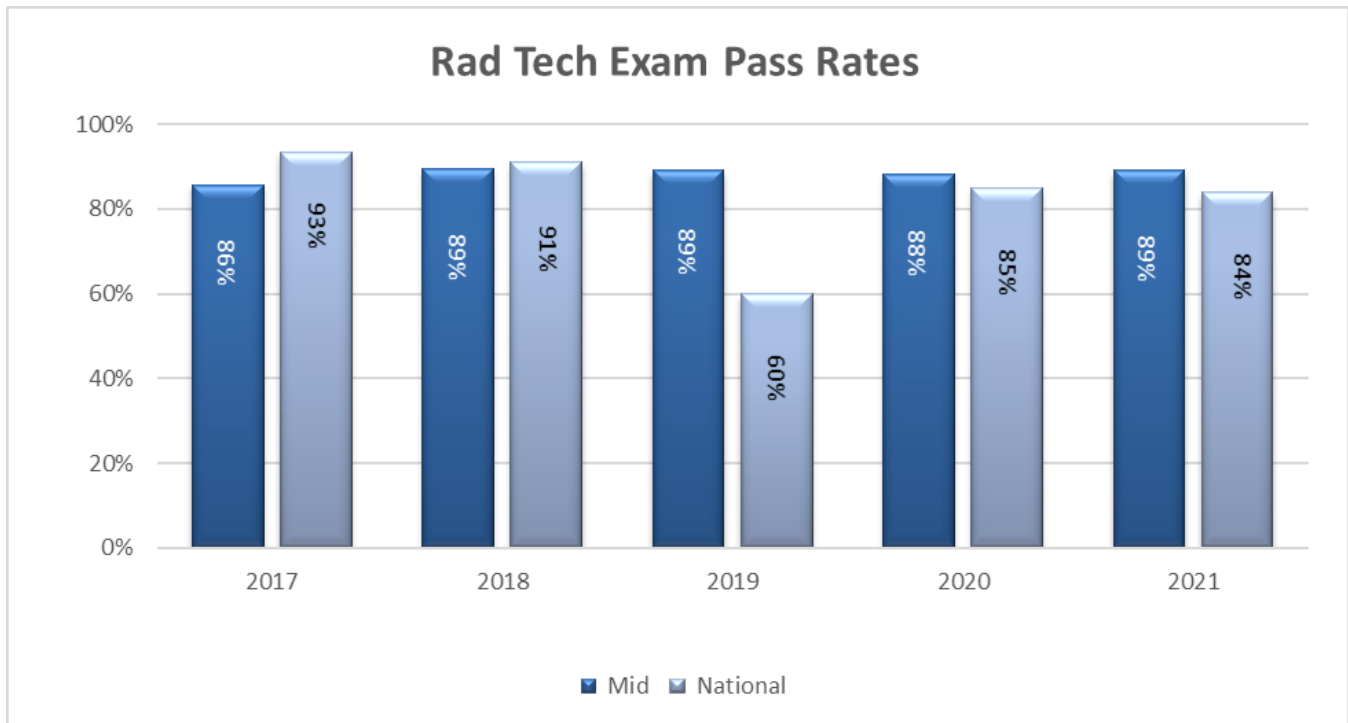
Figure 13.2

The American Registry of Radiologic Technologists (ARRT) is the exam utilized by Mid's Radiography program to assess graduate competency. Nine graduates attempted the exam following graduation in May of 2021. Of those, 8 successfully passed (89% pass rate). The national comparison report includes all examinees from 2021 including those students from previous cohorts who attempted the exam. For the Joint Review Committee on Education is Radiologic Technology (JRCERT), it is mandatory to report pass rates for the first attempt within 6 months of graduation so 89% will be reported for the ARRT exam pass rate for 2021.

The Radiography Licensure pass rates have significantly shown improvement since 2014. The Radiography program has used 3 different preparation software programs to assist students in preparing for the licensure exam which will improve the pass rate. In addition, faculty are assuring that all course learning outcomes are being thoroughly covered in the class, lab and clinical in all of the program courses.

PTA Certification Exam Pass Rates

Year	Mid	National
2017	85.70%	95.90%
2018	88.90%	94.50%
2019	91.70%	94.60%
2020	75.00%	92.60%
2021	90%	86%
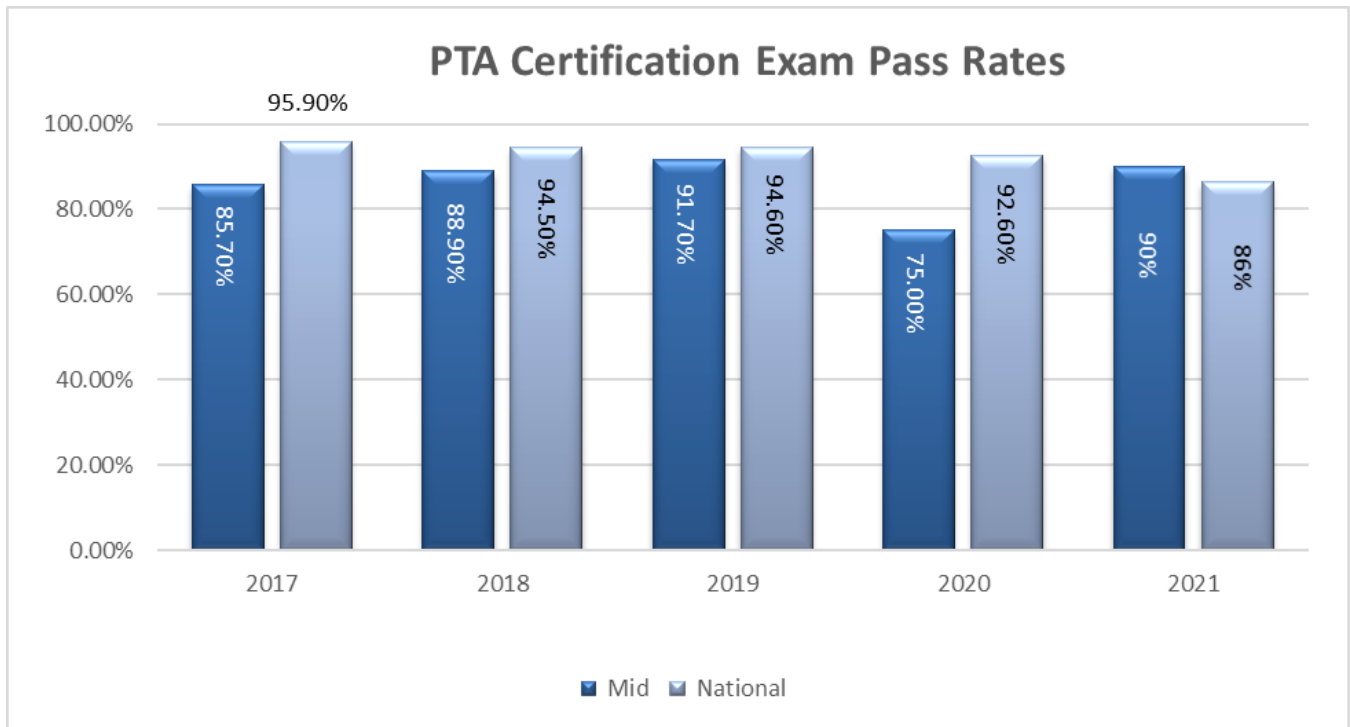
Figure 13.3

During the 2021-22 academic year the Physical Therapy Assistant (PTA) program made some revisions to the curriculum to assist with improving the NPTE (National Physical Therapy Examination) scores and entry level skills of the PTA graduates. The PTA program acknowledges the 2020 NPTE licensure pass rates are below the national average and CAPTE Standards. The cohort graduated without their last seven weeks of clinical education due to COVID-19 and they took their NPTE much later than previous cohorts due to being granted a temporary license. The program will continue to monitor this data and adjust as appropriate. Our 2021 licensure rates have returned to our previous levels, so the belief is this is an anomaly.

Certified Medical Assistant Exam Pass Rates

Year	Mid	National
2017	82%	49%
2018	80%	66%
2019	70%	66%
2020	100%	67%
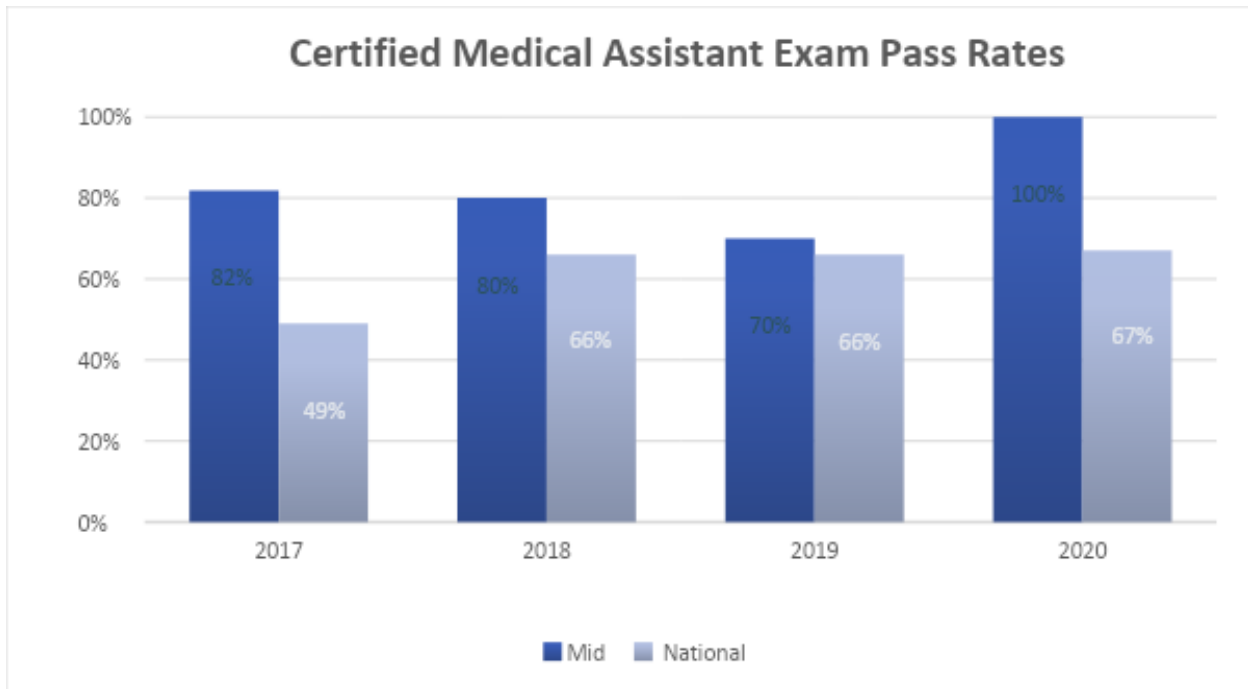
Figure 13.4

The Certified Medical Assistant Exam is the primary instrument used to assess program competency for the Medical Assistant (MA) program. Mid continues to enjoy pass rates in excesses of the national average. The 2021 National Exam Pass Rates Report does not go out to Program Directors until June 2022, so those data will not be available until later in summer 2022.

In Occupational areas, our Computer Assisted Drafting and Design program utilizes the Certified SolidWorks Associate Exam for program assessment. In 2021-22, only two out of the four students that completed the exam passed. That is a significant departure from previous years.
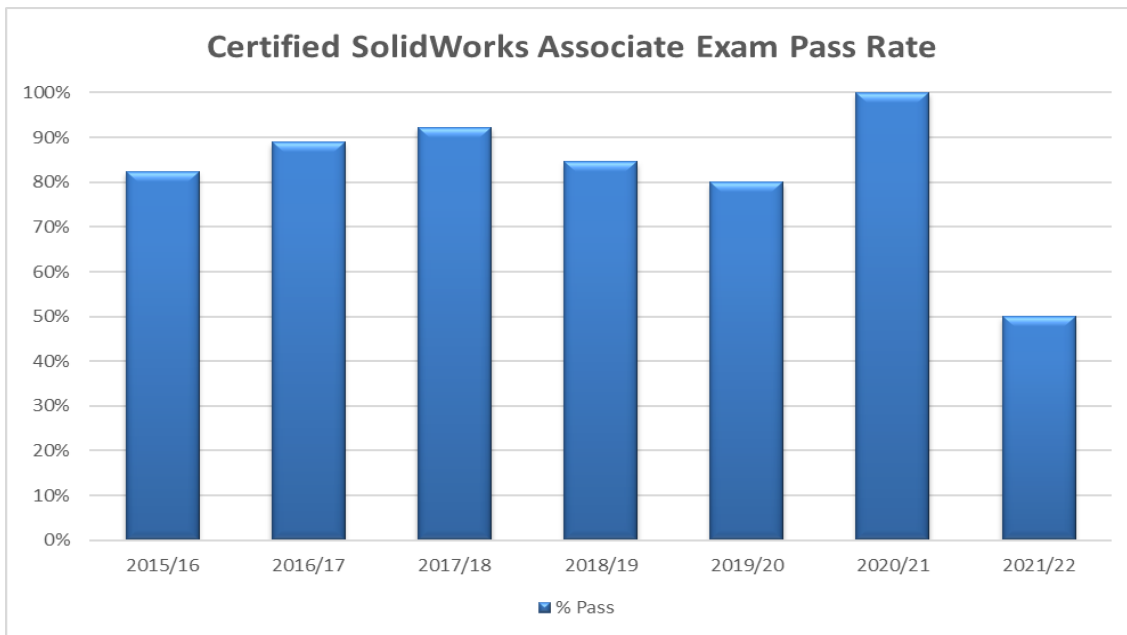
Figure 13.5
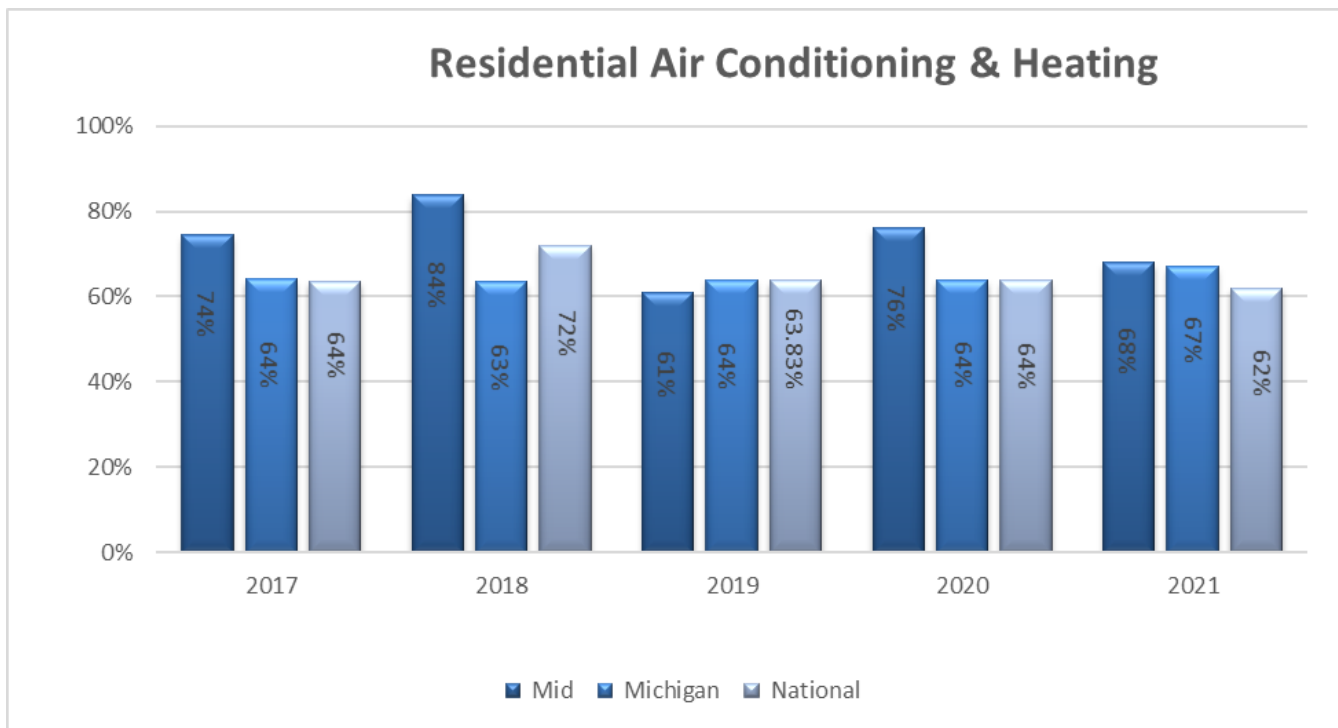
Figure 13.6

The Residential Air Conditioning and Heating competency exam is the primary tool used to assess program competency for the Heating, Refrigeration, and Air Conditioning (HRA) program. For instance, results of the industry competency exams indicated that students were not performing as well in two areas of focus: Low Pressure Chillers and Fuel/Oil Furnaces. Ron Holmes, faculty member in the program, integrated concepts in these areas of study into

the curriculum in hopes of improving student performance. Despite this, Mid students continued to outpace students across the state and nation.

14. Transfer Rates

Since many of our students transfer to four-year institutions, another important measure is how they perform after they transfer. This information is an indicator of how well Mid prepares students for the four-year setting. The following series of charts provides information on transfer performance of Mid students in comparison to native students at Mid's three largest transfer partners. On average, the performance of Mid students remains very comparable to the performance of native students at our three largest transfer partners. This is consistent with national data that confirms few if any statistical differences between the grade point averages of community college transfer students and native four-year college/university students.

Figure 14.1

MID TRANSFER STUDENT PERFORMANCE AT CMU AFTER 1ST SEMESTER

Figure 14.2

MID TRANSFER STUDENT PERFORMANCE
AT SVSU AFTER 1 SEMESTER

Figure 14.3

MID TRANSFER STUDENT PERFORMANCE
AT FSU AFTER 1 SEMESTER
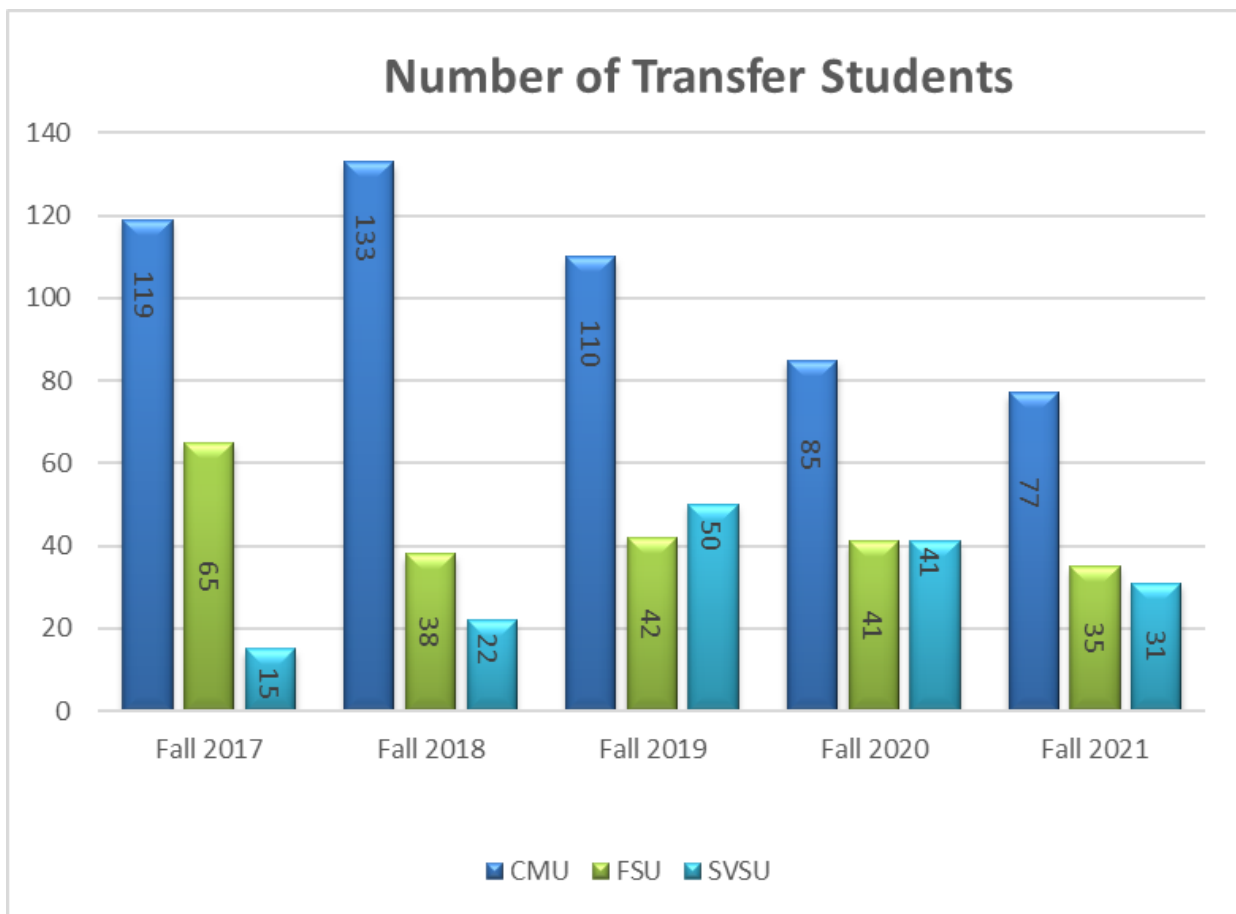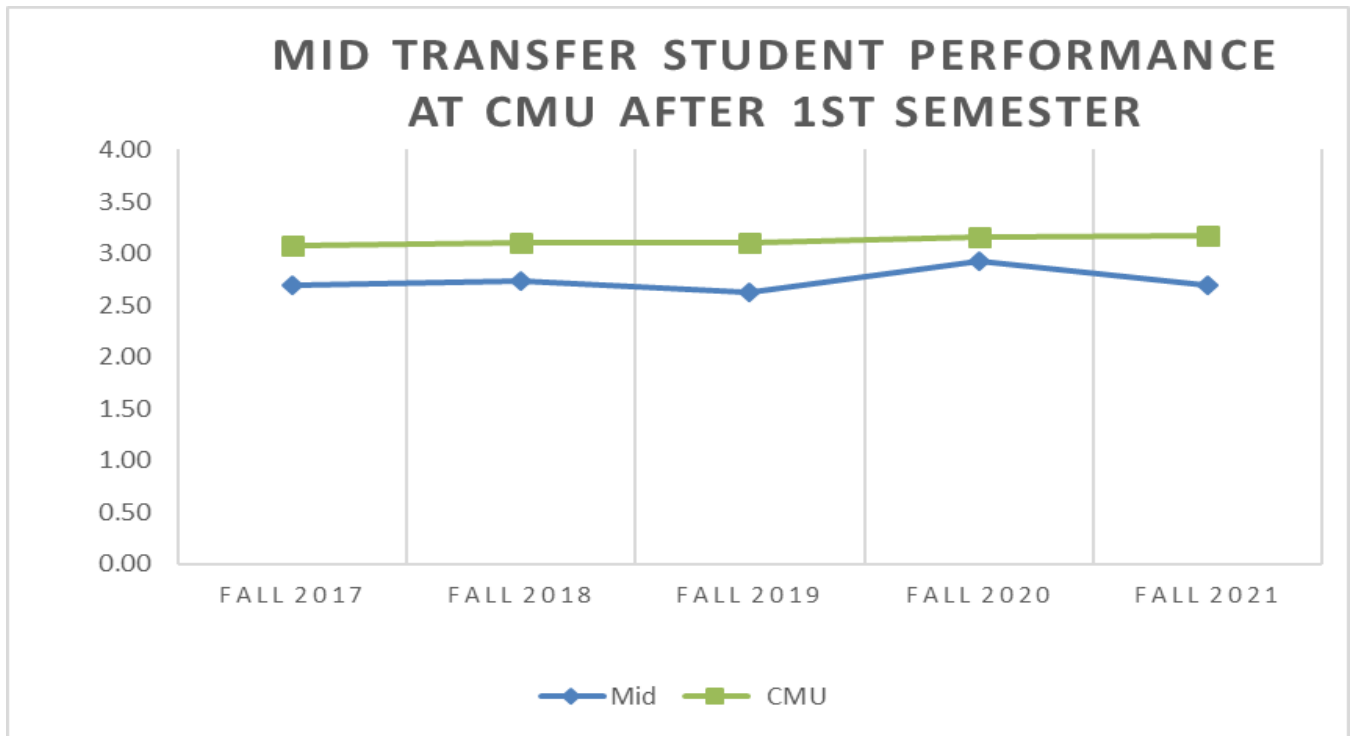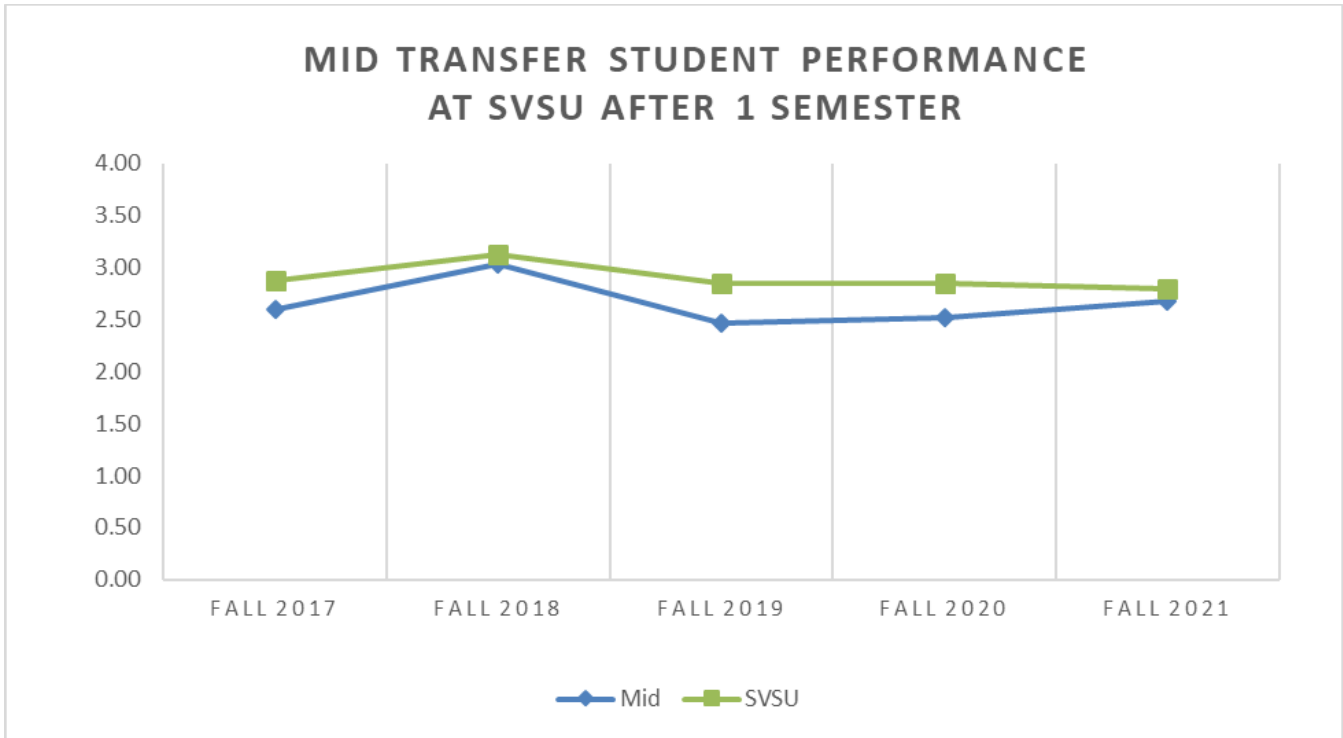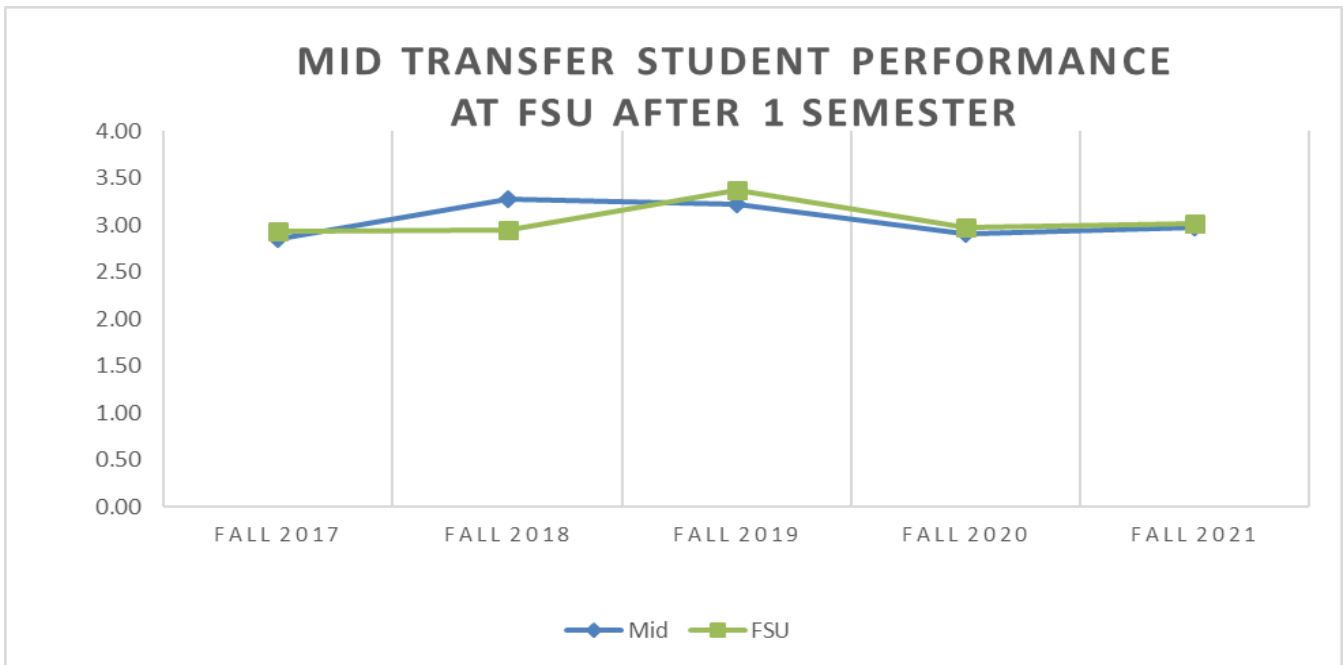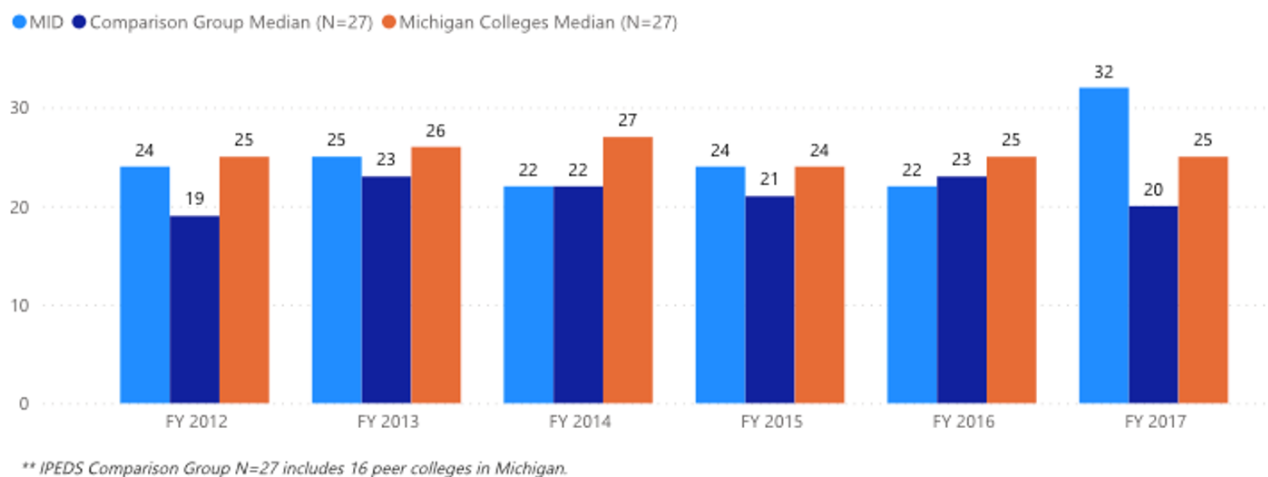
Figure 14.4

Figure 14.5

Three-year transfer-out rates of Mid, compared to IPEDS peers and all other Michigan community colleges.

15. Strategic Plans and Departmental Highlights

Mid Michigan College completed a robust process in the winter of 2022 which led to the development of a brand new strategic plan for each division of the college. Strategic Plans for each division are located in the Mid Michigan College Strategic Plan 2022-2025. The strategic plans form a roadmap so to speak for how each division intends to address the goals set forth in the overall college strategic plan. While the college was technically without a strategic plan for much of the 2021-22 year, each of the academic divisions has listed a series of highlights that were accomplished during that time.

15.a. Arts and Sciences
Division of Arts and Sciences, Lead by Dean Steve Amidon

While the college has returned to offering a robust schedule of face-to-face classes, over 50% of the sections in the Division of Arts and Sciences are being taken online. This, of course, presents challenges, particularly on the Harrison campus, where we have seen enrollments in many sections drop below what would normally be viable. In some cases, faculty have shown great flexibility, by volunteering to teach a Harrison class that is technically combined with an online section, with a combined enrollment cap.

The faculty in Arts and Sciences continue to make strong connections with the community. For the first time in two years, we are able to hold our student showcase on the Harrison and Mt. Pleasant campuses where our students are able to share some of their best work with the larger community. We also were able to return many of the Science Olympiad events to our campus, which brings students and parents to our Mt. Pleasant campus.

Another big event was Indigenous People's Day, which brought together Mid students and faculty, the local community, members of the Saginaw Chippewa Tribe, local political leaders, and leaders from several other Michigan Tribes.

In the area of curriculum, the Hunting and Angling Scholars (HAS) program, housed in this division, continues to grow. Additionally, we have a new degree, an AAS in Engineering Technology, that we will begin offering in the Fall. Finally, we are investigating the possibility of collaborating with Michigan State University to begin offering an Agriculture degree, and have already approved the first courses in that area in the Fall.

15.b. Business and Professional Studies
Division of Business and Professional Studies, Lead by Dean Amy Fisher

Business and Professional Studies

The Business and Professional Studies division which includes Business, Accounting, Economics, Computer Information Systems, Criminal Justice, and Early Childhood Education worked throughout the 2021/2022 academic year to identify opportunities for improvement within each program, and used those items to establish the components of the department's strategic plan. In addition to establishing a strategic plan for our department, we also completed the final cycle of our individual program review process by taking a critical look at our Criminal Justice Program. This completes the review cycle for the BPS department which included a review of Business/Accounting (2018), Computer Information Systems (2019), Early Childhood Education (2020), and finally Criminal Justice in 2021.

Strategic Planning

As part of the college's strategic planning process, each individual department created its own strategic plan to support the strategic plan created by Mid's leadership team. After multiple strategic planning sessions, the BPS division identified four goals:

Goal 1: Develop a pilot program in conjunction with student services to improve retention and completion numbers for Business and Professional Studies students.
Historically, the roles of retention and completion have been delegated to the Student Services division of the college. Retention and completion are everyone's responsibility and BPS faculty, in cooperation with the Vice President of Student Services, identified two areas to focus on to increase student retention. First, beginning in Fall 2022, BPS faculty will work towards improving data integrity related to student grades and student attendance. Keeping these items current within their Moodle shell will allow student services to effectively use a tool they are developing called the "Student Risk Score" which will be implemented using the TargetX software that was recently purchased by the college.   A student's risk score will be calculated based on a number of factors including grades and attendance. The risk score created within TargetX will allow mentors to identify students who may be struggling in their courses earlier in the semester and provide interventions to get them back on track. Secondly, faculty in the BPS division will have access to texting software through the new TargetX system. Students have indicated they prefer to receive communication by text as opposed to email, and this will allow BPS faculty to communicate with students in the modality they are most comfortable with. Our goal is to review the retention and completion numbers for BPS students after each semester and our hypothesis is that the pilot programs we are implementing will increase student retention and completion numbers.

Goal 2: Lower degree requirements to a minimum of 60 credits and reduce the number of General Education credits required from 21 credits to 15 credits. During the 20/21 curriculum cycle, the general education committee approved changes to the Associate in Applied Science (AAS) degree program which lowered the number of general education credits required from 21 to 15. There are nine (9) AAS degrees in the BPS area and our goal over the next three years is to update each degree program to match the new general education requirements and lower the minimum number of credits required for graduation to 60 credits.

Goal 3: Improve transfer opportunities for our students by establishing more articulation agreements with university partners and developing transfer pathways to support those articulation agreements. In 2020, Mid worked with Central Michigan University to establish a transfer degree for our Early Childhood Education program to provide students with a seamless transition to CMU's Early Childhood Development Learning Degree. In addition, Mid signed an articulation agreement in 2020 with Wayne State University to allow students to transfer up to 82 credits to complete their degree in one of six concentrations. Mid is currently working with CMU to streamline the transfer process for Business students transferring to CMU and is having further conversations on specific math requirements as well as identifying more opportunities for Mid courses to meet the Writing Intensive (WI) and Quantitative Reasoning (QR) requirements for CMU's degree program. We are working with the College of Education to align our Elementary Education and Secondary Education degrees to align with the Department of Education's (DOE) new banding models.

We also have continued conversations with our current university partners to expand transfer opportunities into additional programs and are focusing on Bureau of Labor Statistics (BLS) data and Michigan's Top 50 jobs report to guide our efforts going forward.

Goal 4: Optimize opportunities for persistence and retention for dual enrollment students. Mid has a number of students that participate in our dual-enrollment program. One of the objectives to support students and encourage them to continue their education at Mid is to expand existing dual enrollment programs into Early Middle College (EMC) programs, which would allow students to complete Mid coursework throughout their junior and senior year of high school and complete an additional year of coursework at Mid to earn their associate's degree. Additional objectives identified for this goal are to work with the Marketing department to create material to share with dual enrolled students showing pathway options to enable them to plan the next steps for degree completion.

Criminal Justice Program Updates

Review of the Criminal Justice program began in the fall of 2021 which included an analysis of the enrollment numbers, review of curriculum, and examination of potential partnership opportunities. Since the Criminal Justice courses are held face to face, online and off campus, it is important to identify key assessments in each course which will allow the Program Administrator to assess whether or not the learning outcomes are being met no matter which modality or location the student is enrolled in the course.

Historically, the majority of Criminal Justice courses were being held face to face. Feedback from the mentors and recruiters indicated students were seeking additional flexibility in their course schedules which led to a number of courses being developed for the online environment. In partnership with long time faculty member Karen Moore, and financial support from CARES funding, four courses were added to the online options including: CJS.200, CJS.204, CJS.220,

and CJS.221.   Prior to the development of these courses, approximately 50% of the Criminal Justice degree could be completed online, with the addition of four new courses we are moving towards our goal of 80% of the degree available for completion online.

Partnerships are very important to the success of the Criminal Justice program at Mid, and during 2021 we worked on solidifying existing partnerships with Clinton County RESA (CCRESA) and Ferris State University (FSU).   Students participating in CCRESA's Career and Technical Education (CTE) program have the opportunity to obtain 9 credit hours of Criminal Justice courses in their junior year of high school and 9 credit hours of Criminal Justice courses in their senior year of high school for a total of 18 credits, which will allow them to jumpstart their degree completion at Mid. Mid also worked on solidifying our partnership with FSU by signing an articulation agreement for their Criminal Justice Program which provides students with a seamless transition to obtain their Bachelor of Science in Criminal Justice - Law Enforcement.

Early Childhood Education Program Updates

Two significant updates within the ECE program were the receipt of grant funding for Mid's accreditation with the NAEYC and the expansion of our partnership with CCRESA's Early Childhood Education CTE program.

Michigan Association for the Education of Young Children (MIAEYC), in partnership with the Michigan Department of Education- Office of Great Start, awarded Mid Michigan College a SCOPE Award grant. The grant covers the total cost of the National Association for the Education of Young Children (NAEYC) Higher Education Accreditation funding. The Early Childhood Education (ECE) Program will be seeking NAEYC Early Childhood Accreditation, showing its commitment to high-quality college programming that benefits Michigan's early childhood workforce and Michigan's children. The SCOPE Award is a competitive grant open to all two- and four-year early childhood higher education programs across the state of Michigan not already NAEYC accredited. Two other institutions, Northern Michigan University and Schoolcraft College, also received funding. Mid will begin the self study process during the Summer and Fall of 2022.

Mid also expanded their partnership with CCRESA by establishing an Early Middle College (EMC) program for students enrolled in the Early Childhood Education program.   An Early Middle College is a program of study is designed to allow a student to earn a high school diploma while also earning 60 transferable college credits toward their degree at Mid. The EMC program is scheduled to begin at CCRESA in the fall of 2022.

While the Business and Professional Studies program has made significant advances through the 2021/2022 academic year, there are still many opportunities for improvement we would like to explore. In an effort to expand opportunities with our university partners, we are currently working on articulation agreements with Ferris State University's Cyber Security and Artificial Intelligence programs and expanding articulation agreements with Wayne State University for students who have obtained Associate in Applied Science (AAS) which are typically not designed as a transfer program. Wayne State has established a program to accept our AAS degrees as transfer degrees into a number of their programs, and we are working to solidify this partnership and create more seamless transfer programs. In conjunction with the Dean of Arts and Sciences, we are working on developing a Public Relations degree, which will include courses in communication, advertising and graphic design. Finally, we are working with the Small Business Development Center (SBDC) to establish a student group for entrepreneurs and partnering with CMU to provide opportunities for Mid students to participate in their New Venture Competition held annually on CMU's campus.

15.c. Health Sciences

Division of Health Sciences, Lead by Dean Barb Wieszciecinski

Nursing

Mid Michigan College Nursing Program welcomed the first JNEP (Joint Nursing Education Partnership) students into the program. The JNEP student's home school is CMU but have elected to come to Mid to earn their ADN. Upon completion of the ADN program, the JNEP students are required to transfer back to CMU to complete their Baccalaureate in Nursing degree. This is especially beneficial to students that wish to earn their ADN then begin to practice as an RN in 2 years.

Mid Michigan College Nursing is working in close collaboration with the State of Michigan legislation to educate legislatures on the importance and need of allowing the community colleges to confer the BSN in Nursing. Currently, the two bills (HB 5556 and HB 5557) have passed through the Education Committee and is in the House for debate. If passed, Mid will have an opportunity to offer the BSN completion program which will allow easy access to students and graduates who wish to pursue and advance their education.

Radiography, Magnetic Resonance Imaging, and CT

We received the highest number of applications for the MRI Program in 2022 since the start of the program in 2011, 75 total for the consortium (only 36 seats available). 100% employment rate 2021 for RAD, CT, and MRI. 100% employer and student satisfaction 2021 for RAD.

Physical Therapist Assistant

Our general education courses were updated, per the new general education requirements. We removed CIS 100, HUM 200 or 253 and SSC 200. With those changes four new PTA courses were added and are currently being developed: PTA 201 (Prosthetics/Orthotics), PTA 202 (Prosthetics/Orthotics Lab), PTA 203 (Cardiopulmonary) and PTA 204 (Cardiopulmonary Lab). Revisions are also occurring in PTA 130 (Advanced Therapeutic Exercise), PTA 131 (Advanced Therapeutic Exercise Lab), PTA 207 (Rehabilitation Techniques) and PTA 208 (Rehabilitation Techniques Lab). These curriculum changes will go into effect in fall of 2022, with that cohort graduating in May of 2024. The program continues to update curriculum related to COVID-19 and appropriate interventions for these patients. Efficiency, reimbursement and functional abilities of patients are continuing to be embedded in our lab courses and patient scenarios.

Medical Assistant

The Medical Assistant Program at Mid Michigan College now offers two options for students who are looking at going into direct patient healthcare. The first option is our 2-Year Associate in Applied Science for Medical Assisting degree and the second option is the 10-Month Training Credential for Medical Assistant. The shorter-term training credential option allows students to take core Medical Assistant Program classes and sit for their national CMA (AMMA) exam to gain meaningful employment sooner. These students have the option to continue on with their Associate degree classes if they choose to. This is the second year that Mid has offered both options and 1/3 of the MA Program Students are continuing to choose the training credential option.

Mid is still offering both of these MA Program options to students at the Huron Intermediate School District in Bad Axe. There is 1 student who is pursuing the 2-Year Associate in Applied Science for Medical Assisting. This student is anticipated to graduate in August 2022.

The process to move the Mid Michigan College Medical Assistant Program accreditation to the 10-Month Training Credential for Medical Assistant was completed May 2021. This change will allow all students completing either the 10-Month Training Credential and the 2-Year Associate in Applied Science for Medical Assisting degree to sit for the national CMA (AAMA) exam.

Enrollment in the Medical Assistant Program has increased with the addition of the 10-month Training Credential. The upward trend shows that this additional training option is an important and essential part of the growing need for this profession in health care.

Table 15.a. The "Health" of the Current Health Sciences Programs

Program	2017	2018	2019	2020	2021
Computed Tomography	n/a	11 Applied 11 Accepted	4 Applied 4 Accepted	3 Applied 3 Accepted 8 total from all consortium schools	4 Applied 4 Accepted
EEG	n/a	n/a	8 Applied 8 Accepted	8 Applied 8 Accepted	5 Applied 5 Accepted
MRI	12 Applied 5 Accepted (Allotted for Mid)	21 Applied 7 Accepted	13 Applied 7 Accepted	18 Applied 12 Accepted (2 accepted RAD)	18 Applied, 2 withdrew application, 2 incomplete prerequisites, 1 no response; 13 eligible and 13 accepted
Medical Assistant	12	18	7 Applied 5 Accepted	21 Applied 21 Accepted	22 Applied 18 Accepted
Nursing	Fall=49 Winter=71	WI18 = 60 Applied/ 48 Accepted FA18 = 83 Applied/48 Accepted	WI19 = 76 Applied, 48 Accepted FA19 = 62 Applied, 48 Accepted	WI20=, 49 applied, 43 accepted FA20= 56 applied, 44 accepted	WI21=76 applied FA21 = 48 applied
Pharmacy Technician	1	18 Applied 18 Accepted	11 Applied 9 Accepted	11 Applied 9 Accepted	12 Applied 10 Accepted
Physical Therapist Assistant	48	38	42 Applied 18 Accepted	25 Applied 18 Accepted	24 Applied 18 Accepted
Radiography	29 Applied 18 Accepted (accepted all	40 Applied 21 Accepted	30 Applicants 18 Accepted	22 Applied 20 Accepted (2 accepted MRI)	37 Applied 1 accepted MRI,

				8 pulled applications 6 incomplete prerequisites; 22 eligible and 20 accepted
who met the min. requirement)				

15.d. Career and Workforce Development

Career & Workforce Division, Lead by Dean Shawn Troy

Division Vision Statement

- ***Mid Michigan College Career & Workforce Education division seeks to prepare students for high skill jobs within a diverse and globalized world by building a competency based curriculum that emphasizes third party, industry-recognized certifications that go beyond the traditional credit hour.***

During the 2021/2022 Academic year, the Career & Workforce Division issued 261 NC3 (National Coalition of Certification Centers) Industry sponsored certifications within Manufacturing, HVAC & Facilities, and Auto & Diesel Service. Overall, the division issued nearly 400 Industry recognized certifications over all subject areas during the 2021/2022 academic year.

Administrative Assistant Professional (AAP)

Operating as one of a handful of 100% online programs at Mid, the AAP program continued to diversify and grow during the 2021/2022 academic year. In response to the ever changing landscape of how businesses have dealt with COVID over the past 2 years, Mid has developed a Virtual Assistant pathway through our Administrative Assistant Program. The program, which is 100% online, is set up to train individuals to operate as office managers and professionals in a virtual environment. With many companies making a permanent move to hybrid and remote work, companies are looking for professionals who can manage offices in a virtual environment. This program, which is slated to start on FA 2022, is set up to address companies' growing needs within this area. The program is also set up for working people, with 8 week fast-track courses, all being offered online.

Auto & Diesel Service

The Auto and Diesel program at Mid has gone under major changes over the past 4 years. The program has a new facility with the Magnus Center that offers students state of the art diagnostic equipment. The program and lab are sponsored by numerous corporate partners such as Snap-On Tools, Ford Midland, etc. Starting in FA 2022, the program will be shifting to all late afternoon and evening classes in order to meet the demands of our students who are out working. This, along with the current fras-track format, will allow students to complete the Training Credential in 9 months.

Advanced Integrated Manufacturing (AIM)

The Advanced Manufacturing program at Mid continued to grow despite the challenges of COVID. The dual-enrolled program that serves students from the Clare/Gladwin RESD enrolled 14 students this past year, and has 19 students signed up for FA 2022. The program will be rolling out new CNC

pathways starting in FA 2022, and will be starting to integrate over 1 million dollars of Industry 4.0 equipment that was purchased during the 2021/2022 academic year.

Welding

The Welding program saw robust enrollment this past academic year, with close to 80 students enrolled in the program cohort. The program continues to be a Lincoln School of Choice, which means we can purchase the program's raw materials from Lincoln at a discounted price. The program continues its legacy of community engagement with the local Mascot project. For the 2021/2022 school year, the Welding program fabricated a Beaver mascot for Beaverton High School that will be unveiled during the FA 2022 semester.

Computer Aided Drafting (CAD)

Mid's CAD Program recently partnered with a professional 3d printing and prototyping company from the Flint area called Lyseon Additive Manufacturing. Lyseon has been 3d printing production parts for commercial customers for the past 10 years. Lyseon's customers include General Motors, Peleton, etc. Lyseon heard about the successful MIDCAD Program and wanted to partner up. Lyseon donated nearly $750,000 in professional size 3d printers to the MIDCAD Program. The MIDCAD Program now has one of the best equipped and largest 3d printing labs in the State. MIDCAD students now have an advanced curriculum based around this new 3d printing equipment as well as a national certification program in 3d printing that is available for students. Lyseon has moved their entire 3d printing lab and equipment into the MID Harrison Tech Center. Lyseon is now running their entire operation out of the Harrison Tech Center. MIDCAD is working with Lyeson to announce this shared lab area with local mid Michigan manufacturing companies. Lyseon and MIDCAD are hoping to gain additional business and educational partners in the mid Michigan manufacturing area. This collaboration has been the single most important enhancement to the MIDCAD Program in over 20 years. Very exciting.

HRA/Facilities

For the HRA/Facilities program, Mid offers a variety of pathways to meet your goals and interests. With an expanded focus that includes facilities maintenance, electrical, and plumbing you'll gain a well-rounded knowledge base. Mid offers a 100% internship placement rate and graduates have achieved a 97.5% pass rate on industry licensure tests, meaning you'll be well prepared for real-world work. Students entering the program earn 2 Training Credentials in 10 months, and 100% job placement for those who complete the program.

Career Center

Career Center – Lead by Amy Dykhouse, Director of Career Center and Accommodations
Mid's Career Center has been in operation since summer of 2017. The Center serves students covered under the Perkin's Grant, as well as the general student population, accommodations students, TRIO Student Support Services (SSS) students, incoming students, and area high school juniors and seniors. The Center also works closely with programs of study which include internships in a variety of skilled trade and Perkins supported programs. The Center has worked with students both face to face as well as remote to provide as much assistance as possible to these students by utilizing varying modes including face to face and remote. Students receiving accommodations, VEAP services, and enrolled in the TRIO program commonly have increased needs for assistance or mentoring related to career preparation or other advising needs, so connection and communication is a first priority for the Center. Throughout the pandemic, contacts have been consistently higher than pre-pandemic data. Our annual goal to increase contacts to students by 20% was not met this period, but, despite decreases in College

enrollment, the Center's contacts are still 18% higher than that of 2019-2020. Though High School Orientations were terminated with the pandemic, beginning Fall of 2022, a hybrid orientation will begin, of which the Career Center will be an active participant. This should contribute to increased connections with new students.

Fall of 2021 was the third year for the Center to host the College Career Fair. This event was hosted as an outdoor event on Mt. Pleasant Campus with the collaboration of Michigan Works Great Lakes Bay. Weather was perfect, and job seeker participation quadrupled in numbers from 2021. Number of employers also saw a modest increase. Compared to the remote version held in 2021, the outside venue was a great success. It was easily visible to both campus students entering or leaving campus, as well as to passing traffic. Job seekers were able to make a personal connection with multiple employers due to the ease of navigating tables outdoors. Most of our job-seekers had multiple one-on-one interviews, which was a huge benefit to the job seeker in terms of time, knowledge gained in learning about position opportunities in the area, and interview styles of a variety of employers. Employers were able to have large areas of space to market company attributes, which further enhanced job seeker attention. Feedback from the event stated that employers interviewed a range of 1 to 6 job seekers and rated the number of job seekers at the event as fair; however, this year's number was a large improvement over 2020's virtual event in which job seeker turnout was under 10. Positive feedback from employers included "I enjoyed talking to candidates that showed interest in a job that related to their future plans" and "Friendly staff from the College and Michigan Works." Presence of Mid and Michigan Works Staff was overall rated as excellent. All employers said they would participate again next year in the event.

Mid Michigan College is in the second year of having received $93,500 in Federal Work-Study Grant funds to assist local businesses in offsetting costs associated with hosting Mid students as interns. Through this grant, 18 students have had wage-sharing support on their internships. We expect this grant to enhance and develop Mid's partnership with area employers. With this relationship, as well as continued collaboration with Michigan Works, we seek to continue to grow Internships and the Career Fair as an opportunity for both regional employers and students to build student - employer connections.

Table 2.d Career Center Usage: 4/1/20-3/31/22

Population Served (Method)	Time Period	Number Served	Time Period	Number Served	Time Period	Number Served
General Student Population (Office, Email, Phone, Text, Zoom, Classroom Presentations)	4/2019 to 3/2020	222	4/2020 to 3/2021	957	4/2021 to 3/2023	785
Perkin's Grant: accommodations and VEAP (Office, Email, Phone, Text, Zoom, Classroom Presentations)	4/2019 to 3/2020	1,176	4/2020 to 3/2021	1,821	4/2021 to 3/2023	1650
General Student Population (New Student Orientations)	4/2019 to 3/2020	581	4/2020 to 3/2021	0	4/2021 to 3/2023	0
High School Students (visits/Presentations)	4/2019 to 3/2020	130	4/2020 to 3/2021	51	4/2021 to 3/2023	50
Total Contacts		2,109		2,829		2,485
Employers Posting to Center Website	4/2019 to 3/2020	58	4/2020 to 3/2021	63	4/2021 to 3/2023	377
College Career Fair Job Seekers	2019	78	2020	5	2021	27
College Career Fair Employers	2019	35	2020	12	2021	14

TRIO

The TRIO Office has now had stable staffing with the new director, Jillian Moomaw, and coordinator, Jason Howard, for over a year. Below is a comparison of contacts with students last year compared with the current grant year so far; the TRIO grant year is September 1 to August 31 of any given year.

	2020-2021 (Past)	2021-2022 (Current)
Academic Tutoring	10	25
Education on Financial Literacy	6	33
Referred – Academic Tutoring	10	34
General Info/Correspondence	30	81
Professional Development	5	12
Info on Applying to Student Aid	3	19

Contacts with TRIO-SSS students have increased in all areas during the 2021-2022 grant cycle. Contacts require a student to respond to a service or communication, so all numbers above represent the number of students who have been an active participant in these specific services. Keeping in mind that we still have five months left of the current grant cycle, TRIO will far surpass last year's interactions with students.

Other updates include: Two current TRIO-SSS students were awarded an Academic Achievement scholarship from MI-CAPP, the Michigan organization for TRIO staff and students. TRIO-SSS has also led two trips off-campus with students – a weekend visit to the UP and a Student Leadership Summit in Ann Arbor – that has resulted in additional contact and interaction with students. TRIO-SSS hopes to lead another trip this summer for students to visit universities near Detroit and tour the history/science museums in the city.

15.f. Multimedia Production

Lead by Coordinator, Noah Lueke
Some of the projects from this past year included:
Michigan History Series Video Library
Tucker Auto Presentation Video
History Video Lectures covering Rome and Greece
Psychology Introduction Video
Developed new format for online courses
Mid Awards Nomination Video
HAS Video Animations for student projects
Laker Distinction Interview Video Series with Mid Graduates (recipients of the LDS)
Indigenous People's Day Live Broadcast
Nurse Pinning Ceremony Live Broadcast
Law Enforcement, Criminal Profiler, Criminal Justice Live Broadcasts
Winter Holiday Card, Mid Thankful and Halloween Pumpkin Carving Video
COVID Update Video Address from President Hood
Mid Employee Appreciation Barbecue Media Package
TRIO Testimonial Video
TRIO - MI-Capp Scholarship Student Video
TRIO - Video Interview Series with First Generation College Students
Athletics & Laker Life Overview Video
Career Services and Wellness at Mid Overview Video
SBDC Media Package for publication
Mid Mentors and Admissions Media Package for website
Media Package for Men's and Women's Basketball Teams
Asset Delivery for Women Appreciation Display
Recruitment Materials for CADD students and employers
Video Packages for Mid Laker Influencers
Video Packages for Laker Distinction Scholarship Award Winners
Video Promotion Package delivered to MACTV for the live sports broadcasts.

15.g. Library and Learning Services

The Library and Learning Services is lead by Corey Goethe, Director of Library and Learning Services

Table 15.g.1 Overall SI Data

	2020	**2021**
Percentage of students who attended SI	34.62%	33.12%
Percentage of SI students who attended 5+ sessions	4.76%	41.51%
Drop Rate among SI students	0.00%	1.32%
Drop Rate among non-SI students	9.52%	11.90%
Grade of C or better rate (among remaining SI students)	80.70%	97.87%
Grade of C or better rate (among remaining non-SI students)	30.25%	45.81%

Library Database Data

Below is information in regards to the Electronic Research Database usage numbers from July 2020-June 2021. The numbers indicate how many searches were performed by students during that time. As you will see, these numbers are lower than in 2020. This may be contributed to A. 2020 we were more so remote and electronic research was greatly utilized. B. OER efforts have also made a contribution to the decline. C. Enrollment.

Table 15.g.2 Database Statistics

	2021	**2022**
Proquest	65,884	54,269
Ebsco	60,399	56,832
JSTOR	37,997	12,146
Total Unique Searches	164,280	123,247

15.h. Open Educational Resources

Online and Distance Learning

Michael Schram, Interim Associate Dean/Instructional Designer

Kaitlyn Hawald, Instructional Designer

Vision 2020 included as a goal, a focus on reducing the cost of textbooks through Open Educational Resources (OER). Evidence of the successes in OER adoption can be found in Table 2.d.2. Student Savings Through OER by Course.

For Winter 2022, we have saved students a total of $193,200.00, bringing our total cost savings to $2.3 Million since 2016.

Table 15.h.1 Student Savings Through OER by Course

Semester	Course Name	Number of Sections	Students Per Section	Actual Number of Students	Cost of New Textbook at Bookstore	Total Savings for Students
WI2022	AAP.264	1	29	32	100	3,200.00
WI2022	BIO.103	5	30	83	100	8,300.00
WI2022	BIO.107	2	25	36	100	3,600.00
WI2022	CHM.111	2	24	12	100	1,200.00
WI2022	COM.101	18	24	318	100	31,800.00
WI2022	ENG.110	4	15-24	40	100	4,000.00
WI2022	GEL.101	2	24	46	100	4,600.00
WI2022	MAT.101	3	25	21	100	2,100.00
WI2022	MAT.104	12	15-25	177	100	17,700.00
WI2022	MAT.105	8	25	143	100	14,300.00
WI2022	MAT.212	9	25	149	100	14,900.00
WI2022	MID.150	3	29	70	100	7,000.00
WI2022	PHY.105	1	24	3	100	300.00
WI2022	PSC.101	5	12-24	69	100	6,900.00
WI2022	PSY.101	17	15-35	325	100	32,500.00
WI2022	PSY.230	1	25	25	100	2,500.00
WI2022	SOC.101	14	10-25	241	100	24,100.00
WI2022	SPN.101	4	25	81	100	8,100.00
WI2022	PSY.103	2	25	38	100	4,200.00
WI2022	MAT.170	1		17	100	1,000.00
WI2022	BUS.171	1	25	22	100	900.00
					TOTAL	193,200.00

15.i. Lifelong Learning/Community Outreach

Lifelong Learning at Mid has really grown the past few years offering a variety of affordable, interactive, and convenient offerings to suite a variety of people. The information below provides an overview of the number of lifelong sessions offered and the number of attendees.

Table 15.i.1. Number of Lifelong Learning Classes and Enrollment by Semester

AY	Sections per Semester	# of Attendees
2018	**7**	**22**
Fall	2	12
Winter	2	8
Spring	3	2
2019	**19**	**116**
Fall	12	74
Winter	7	42
2020	**50**	**5,202**
Fall	22	1,339
Winter	17	155
Spring	11	3,708
2021	**105**	**923**
Fall	35	327
Winter	39	234
Spring	31	362
2022	**68**	**388**
Winter	57	357
Spring	11	31
Grand Total	**249**	**6,651**

The 2021-22 year saw a return to outreach activities that had been put on hold through the pandemic. Four football tailgate events were held in the fall in our local communities. Each featured a halftime competition where students from each of the in-district schools competed against one another for a $500 scholarship to Mid. The Heron's Nest Disc Golf course was completed on the Harrison campus with an official ribbon cutting and inaugural tournament held in April 2022. This year also saw the return of our traditional bike races: Rust Shaker and Sweat Shaker and the creation of new outreach events designed to connect our local residents with events and happenings at Mid.

16. Conclusions and Discussion

The Academic Affairs division responded admirably to the ever-changing higher education landscape. Mid has been creative and collaborative as it met the challenges presented by COVID, declining high school class sizes, an unprecedented job market, and changing demographics. While it is undoubtedly an exciting time to be at Mid, there are challenges that require attention. Likewise, there are many reasons to celebrate and be optimistic about Mid's future.

Retention/Completion

Despite multiple iterations of various retention committees, Mid's fall-to-fall retention rate remains stubbornly consistent, historically hovering below our ipeds comparison group. While the retention rate of our part-time students was trending up and surpassed our comparison group, even that rate saw a noticeable decline recently. In an era of declining enrollments, this is an issue that has to be systematically addressed. A new retention committee has been established and will begin work on formulating a new post-COVID plan.

Similar to retention, our completion rates lag behind our state and/or national peers. When factoring in transfer as well as degree/certificate completion, we fare better in comparison to our state peers. But we still lag behind.   This will be an area of emphasis as we move forward.

Student Success

While we have much room for improvement regarding retention and completion, the news is not all negative. Our students are still performing well in the classroom, with A-C success rates, withdrawal rates, and overall GPA remaining consistent despite COVID. Additionally, the performance of our students at transfer institutions compares favorably to native students. Furthermore, overall performance on state and/or national certification exams remains strong (and in fact rebounded well from pandemic-related dips). And students completing general education classes met or exceeded the assessment competency goal of 80% in each of the intellectual skills areas. These are all significant achievements that included work from many individuals around the college.

Financial Investments

As detailed earlier, Academic Affairs has utilized significant CARES funding to develop a priority list of 21 online courses. However, significant CARES funds were invested in several other areas as well. So far Academic Affairs has been approved for over $1.6 million in CARES funding on such projects as: Classroom Zoom installation/upgrades on Harrison and Mt. Pleasant campuses, Sim babies and nursing mannequins, Industry 4.0 lab (including new robots), parallel bars for the Physical Therapy Assistant program, computer upgrades for the library, internet hot spots for the main campuses and footprint areas, Kaltura lecture capture software, Ipads for student checkout, cameras and microphones, lab kits for various science classes, online tutoring services, and a Lectureship position for the Thumb locations. These upgrades are potential "game changes" and would not be possible without the unique opportunities presented to us through CARES.

In addition to investments in Academic Affairs, Community Outreach also completed a new disc golf course (The Heron's Nest) on our Harrison campus. The entire course was paid for through grants and profits from previous events. The first tournament was recently completed with a full slate of competitors and the course has been rated a 4.3 out of 5.0 on Udisc, which is a rating App of local and national disc golf courses. This will add another free opportunity to enjoy Mid's woods and will attract a younger demographic to Harrison.

Finally, in preparation for Mid's HLC comprehensive review scheduled for February 2024, Mid has invested in Simple Syllabus, a syllabus template which will provide a common format and consistent learning outcomes across all sections. Additionally it will provide better reporting features that will allow easier tracking of DQP proficiencies across all of our pathways. Furthermore we are exploring the purchase of an assessment software solution that will make data input, collection, and analysis easier for our faculty and staff.

Footprint Expansion

Over the past three years, Mid has been working toward expanding operations in the Thumb and Mecosta-Osceola, and opening a new location in Clinton. This year, Mid completed its footprint expansion goals with the opening of a new location in Alma. Enrollment across all locations has remained strong even in a declining enrollment environment. While much of the enrollment remains dual enrolled students, new programming in Welding, Early Childhood Education, and Criminal Justice has provided a bump in enrollment. In the upcoming year we plan to add Agriculture to our taxonomy. While a strategic plan has been developed that identifies growth opportunities within the existing footprint. Expansion into new geographic areas would be difficult given current staffing levels but remains a possibility moving forward.

Strategic Plan

The college's previous strategic plan ended in 2020. Throughout much of 2021, the college engaged in a new strategic planning process. The overall plan was completed in the summer of 2021 with strategic planning training for individual departments occurring through the fall of 2021and early winter of 2022. Thirty departments completed their own strategic plans and a rotation has been developed to ensure each department annually reports on their progress to the Board.

Approval of Agenda

Item II, Approval of Agenda

Presenter: Board Chair Petrongelli   **Board Consideration: Action**

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**

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**

President's Recommendation:

Motion to approve the consent items as presented.

A. Minutes- April 5, 2022 Regular Meeting
B. Monthly Financial Report:
    1. Financial Summary for the period ending March 31, 2022.
    2. General fund balance sheet as of March 31, 2022.
    3. General fund statement of revenues and expenses for nine months ending March 31, 2022.
    4. Gifts and Donations: Donations totaling $77,216 were received for the Mid Foundation in March 2022.
C. Monthly Personnel Report.

Mid Michigan College Board of Trustees Regular Meeting

April 5, 2022 – 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 7:08 PM and welcomed Onita Oles, Mid's newest trustee effective May 1, 2022.

Agenda Item II: *APPROVAL OF AGENDA*

Motion by Trustee Kreckman to approve the agenda. 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 Jankoviak to approve the consent items as presented with the corrective change to the date for the minutes of March 1, 2022. Second by Trustee Zdrojewski. All Ayes; Motion Carried.

Agenda Item V-A: *2022-2023 PROPOSED BOARD MEETING SCHEDULE*

Motion by Trustee Kreckman to approve the 2022-2023 Board Meeting Schedule as presented. Second by Trustee Metzger. All Ayes; Motion Carried.

Agenda Item V-B: *TUITION RATES*

Motion by Trustee Kreckman to approve a 3.6% tuition increase for all students, effective starting the Fall 2022 semester. Second by Trustee Metzger.

Vice President of Finance and Administration Lillian Frick presented the rationale for the recommendation of 3.6%. A balanced budget will need to be presented to the Board for approval by June in order to move into the next fiscal year. A voice vote showed All Ayes; Motion Carried.

Mid Michigan College Board of Trustees Regular Meeting

April 5, 2022 – page 2

Agenda Item VI-A: *CORRESPONDENCE AND ANNOUNCEMENTS*

President Hood gave reminders about the disc golf course grand opening, A Northern Tradition, Mid's upcoming Community After Hours series, the Rust Shaker Mountain Bike race, and Student Showcase.

He also gave an update on the upcoming graduation ceremonies taking place in May, including Honors Convocation, Nursing Pinning and Commencement. House Speaker Jason Wentworth will be this year's commencement speaker.

Trustee Allen questioned the price of this year's A Northern Tradition event.

Agenda Item VI-B: *RESOLUTION FOR ESTIMATED REVENUE*

Motion by Trustee Kreckman to adopt the Resolution for Estimated Revenue as presented. Second by Trustee Zdrojewski.

Vice President of Finance and Administration Lillian Frick presented the Board with a Resolution for Estimated Sources of Revenue for 2022-2023. Approval of this Resolution must be completed by the third Monday of April each year. A roll call vote showed yes votes from Trustees Allen, Gilmore, Jankoviak, Kreckman, Metzger, Zdrojewski and Petrongelli. All Ayes; Motion Carried.

Agenda Item VI-C: *STUDENT ACTIVITY FEE ADJUSTMENT*

Motion by Trustee Zdrojewski to approve adjustments to the Student Activity Fee to $10 per contact hour beginning Fall 2022. Second by Trustee Gilmore.

Vice President of Student Services Matt Miller presented a request to adjust the Student Activity Fee for students, based on the number of contact hours a student is enrolled in. Questions regarding how various students may utilize the benefits the college offers as a part of the Student Activity Fee were addressed. A voice vote showed All Ayes; Motion Carried.

Agenda Item VI-D: *ADMINISTRATIVE RETIREMENT INCENTIVE- H. BRYAN*

Motion by Trustee Kreckman to approve the Administrative Retirement Incentive for Hank Bryan per policy 408.03 with an extension of eligibility through June 30, 2022. Second by Trustee Metzger.

Associate Vice President of Human Resources Lori Fassett presented the Board with a request to approve the Administrative Retirement Incentive for Hank Bryan, Registrar, per policy 408.03, with an extension of eligibility until June 30, 2022, so that he may work until the end of the fiscal year. A voice vote showed All Ayes from the Trustees; Motion Carried with thanks and congratulations sent on his retirement.

Mid Michigan College Board of Trustees Regular Meeting

April 5, 2022 – page 3

Agenda Item VI-E: *ADMINISTRATIVE RETIREMENT INCENTIVE- S. GOVITZ*

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

Associate Vice President of Human Resources Lori Fassett presented the Board with a request to approve the Administrative Retirement Incentive for Scott Govitz, Associate Vice President of Workforce & Economic Development, per policy 408.03. A voice vote showed All Ayes from the Trustees; Motion Carried with thanks and congratulations on his retirement.

Agenda Item VI-F: *SUMMER SCHEDULE*

Motion by Trustee Gilmore to approve a four day work week summer schedule with the college's hours of operation being Monday through Thursday 7:30 am to 5:00 pm, effective May 9, 2022 through July 29, 2022, and allowing President Hood to work with the ESPA union to finalize a letter of agreement pertaining to employee work schedules. Second by Trustee Zdrojewski.

President Hood presented a request to approve a four day work week summer schedule. The schedule is the same concept as the one that was approved in 2021. Closing the campus on Fridays will allow for energy conservation and savings on security. The ESPA union was approached about including this as a part of their contract negotiation but wished to discuss the topic each year instead. A voice vote showed All Ayes from the Trustees; Motion Carried.

Agenda Item VI-G: *PUBLIC PARTICIPATION POLICY*

The first reading of a change to Board Policy 202.08-Public Meeting took place. The second reading will take place during the May Board Meeting and be presented for approval.

Agenda Item VI-G: *APPOINTMENT TERM ADJUSTMENT*

Motion by Trustee Jankoviak to adjust the term of appointment for Mary Onita Oles starting May 1, 2022 through December 31, 2022. Second by Trustee Zdrojewski.

Board Chair Petrongelli presented a request to adjust the previously agreed upon term appointment for Mary Onita Oles to end December 31, 2022 instead of after the certification of the November general election, in order to meet ballot requirements. A voice vote showed All Ayes from the Trustees; Motion Carried.

Agenda Item VI-I: *VICE CHAIR SELECTION*

Board Chair Petrongelli opened up nominations for the office of Vice Chair. Trustee Kreckman nominated Trustee Jankoviak for the position. Board Chair Petrongelli asked Trustee Jankoviak

Mid Michigan College Board of Trustees Regular Meeting

April 5, 2022 – page 4

if he would accept the nomination and he did accept. Board Chair Petrongelli asked for any additional nominations.

Motion by Trustee Gilmore to close the nominations for the position of Vice Chair. Second by Trustee Kreckman. All Ayes; Motion Carried.

Motion by Kreckman to appoint Trustee Michael Jankoviak as Vice Chair of the Mid Michigan College Board of Trustees through December 31, 2022. Second by Trustee Gilmore. All Ayes; Motion Carried.

Agenda Item VII-A: *CALENDAR OF EVENTS*

Apr 9	Disc Golf Course Groundbreaking Ceremony
Apr 10	A Northern Tradition, Jay's Sporting Goods, 5:00 - 8:00 PM
Apr 14	Trustee Tours, Harrison Campus
May 3	Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus
May 12	Mid/Lyseon Open House

Agenda Item VII-B: *OTHER BUSINESS*

Trustee Jankoviak expressed his personal thanks and best wishes to Hank Bryan and Scott Govitz on their retirement. The entire Board echoed this sentiment.

Trustee Allen suggested a rotating committee in order to select the agenda for each Board meeting. The committee would consist of the President, Board Chair and another rotating trustee representative.

Thank you to Trustee Eric Kreckman for 15 years!

Trustee Kreckman thanked the college staff and administration for their hard work and said he greatly believes in the work that Mid does in the communities that it serves.

Meeting adjourned at 8:00 PM
Recording Secretary,
Amy Lince
Executive Assistant to the President and Board of Trustees

_____   _____
Terry Petrongelli, Board Chair   Richard S. Allen, Jr., Board Secretary

MID MICHIGAN COLLEGE
FINANCIAL HIGHLIGHTS
GENERAL & AUXILIARY FUNDS
March 31, 2022

GENERAL FUND REVENUE:

- 2021-22 enrollment reports show the following changes in billable tuition hours from 2020-21 levels: Fall 2021 2.68% decrease; Winter 2022 0.2% decrease. Summer 2022 registration is in process and will continue through May 24, 2022. The resulting total revenue represents 93% of the annual budget for the 2021-22 tuition and fees revenue.
- 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.
- Property tax revenue of $4,017,698 was levied and booked as revenue in December 2021, 58% higher than prior year due to the annexation of Mt. Pleasant school district.

GENERAL FUND EXPENSES:

- Departmental expenses are in line with 75% of the annual budget, with the exception of:
  - Public Service expended only 59% due to various technical courses that were planned but did not take place.
  - Student Services expended 67%, due mainly to various institutional scholarships that will be expensed after the conclusion of Winter term.

GENERAL FUND REVENUE OVER EXPENSES:

- The total increase in net assets as of March 31, 2022 is $5.1 million. A portion of this excess will help fund the balance of the 2021-22 fiscal year.

BALANCE SHEET:

- The cash balance increased $4.1 million from February 28, 2022 due to receipts of grant drawdowns, student payments, property tax payments, and sponsorship payments.
- The state appropriations receivable of $3,119,895 represents the remaining 5 monthly payments of 2021-22 general and UAAL state appropriations.
- Student receivables decreased $775,000 due to payments and financial aid applied to student accounts for the Winter 2022 term.
- The prepaid expense balance of $266,602 represents a few multi-year prepaid items, prepaid HSA benefits that will be earned by employees during the next fiscal year, and other prepaid 2021-22 expenses.

- The balance due to other funds of $3.6 million can be broken down as follows:
  - $808,000 due to the designated student activities fund
  - $2.7 million due to the auxiliary services for sales
  - $362,000 due from the scholarship and grant fund
  - $4 million due from the federal restricted fund for student financial aid funds disbursed to the student accounts (will be drawn down in April)
  - $531,000 due from the restricted grant fund
  - $5.2 million due to building and site for current and future college needs
  - $287,500 due from the Foundation for AP payments
- The $2.1 million in accrued payroll and other compensation includes expenses incurred but not paid as follows:
  - Accrued salary, wages and vacation of $451,000
  - FICA, Federal and State withholding of $130,000
  - MPSERS/ORP/UAAL payable of $493,000
  - Employee health and dental insurances payable of $256,000
  - Unemployment and workers' compensation insurances payable of $7,700
  - Deferred faculty pay $795,000
  - 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 99% of the adjusted budget. Laker Café revenue is at 121% of its adjusted budget, as it remained in service after the BNC transition.
- Total expenses, at 113% of the adjusted budget, represent operational costs for the months of July through March.
- The excess expense over revenue to date is $80,255.

MID MICHIGAN COLLEGE
BALANCE SHEET
March 31, 2022

Assets

Current Assets:

Cash and cash equivalents	$	16,866,719
Short-term investments	$	613,789
Property taxes receivable	$	656,097
State appropriations receivable	$	3,119,895
Student receivables	$	1,368,865
Other receivables	$	1,638
Prepaid expenses and other assets	$	266,602
Due from (due to) other funds	$	(3,554,350)
Total current assets	$	19,339,254
Total assets	**$**	**19,339,254**

Liabilities and Net Assets

Liabilities:

Accounts payable	$	55,653
Accrued payroll and other compensation	$	2,143,575
Deferred revenue	$	1,600
Total liabilities	**$**	**2,200,828**

Net assets:

|		
Reserved for:		
Technology	$	1,398,422
Program development	$	863,655
Retirement incentives	$	200,000
Self-funded healthcare reserve	$	1,042,948
Unreserved	$	8,487,206
Current year excess revenue over/(under) expenditures	$	5,146,195
Total net assets	**$**	**17,138,426**
Total liabilities and net assets	**$**	**19,339,254**

MID MICHIGAN COLLEGE
STATEMENT OF REVENUES, EXPENSES
For the nine months ended March 31, 2022

	Current Fiscal Year		Prior Fiscal Year	
	Amount	% of Budget	Amount	% of Budget
OPERATING REVENUES:				
Tuition and fees	$ 13,046,274	93%	$ 13,296,920	90%
Miscellaneous	$ 26,151	23%	$ 180,955	217%
Total operating revenues	$ 13,072,424	92%	$ 13,477,876	91%
EXPENSES:				
Operating expenses:				
Instruction	$ 8,659,285	81%	$ 8,334,747	81%
Information technology	$ 1,240,746	72%	$ 1,308,019	90%
Public service	$ 487,634	59%	$ 461,623	75%
Instructional support	$ 1,192,493	74%	$ 1,321,725	77%
Student services	$ 1,857,387	67%	$ 2,068,399	73%
Institutional administration	$ 3,612,787	76%	$ 2,826,281	70%
Operation and maintenance of plant	$ 1,683,500	77%	$ 1,640,962	72%
Total operating expenses	$ 18,733,832	76%	$ 17,961,756	77%
Operating income/(loss)	$ (5,661,408)		$ (4,483,881)	
NON-OPERATING REVENUES:				
State appropriations	$ 5,796,326	106%	$ 5,539,801	110%
UAAL	$ 1,467,483	110%	$ 1,449,036	109%
Property tax levy	$ 4,017,741	100%	$ 2,547,826	109%
Investment income	$ 7,776	16%	$ 12,072	13%
Unrealized gain (loss) on investments	$ -		$ (553)	
Gifts	$ -		$ -	
Miscellaneous	$ 107,705		$ 102,480	
Total Non-operating revenues	$ 11,397,031	105%	$ 9,650,661	109%
Revenues over/(under) expenses	$ 5,735,623		$ 5,166,781	
Inter Funds Transfers				
Planned Savings (Building & Site)	$ 524,999	75%	$ -	0%
Additional Savings (Building & Site)	$ -	0%	$ -	0%
Bond Debt Service (Building & Site)	$ 63,675	14%	$ 72,801	20%
Restricted Grant Match	$ 754	0%	$ 75	0%
Foundation Transfer	$ -	0%	$ (67,500)	100%
Total Inter Funds Transfers	$ 589,428		$ 5,376	
Net increase (decrease) in Net Assets	$ 5,146,195		$ 5,161,404	

MID MICHIGAN COLLEGE
STATEMENT OF REVENUES, EXPENSES For the nine months ended March 31, 2022
AUXILIARY FUND

	Current Fiscal Year			Prior Fiscal Year		
			% of			**% of**
REVENUE:		**Amount**	**Budget**		**Amount**	**Budget**
Bookstore	$	479,823	98%	$	926,930	99%
Laker Café	$	27,909	121%	$	18,370	43%
	$	507,731	99%	$	945,300	96%
EXPENSES:						
Bookstore	$	483,900	114%	$	781,091	99%
Laker Café	$	31,221	116%	$	21,009	59%
Auxiliary Services	$	72,866	103%	$	97,719	84%
	$	587,987	113%	$	899,818	95%
EXCESS REVENUE OVER EXPENSES	$	(80,255)		$	45,482	
		-16%			5%	

Mid Michigan College
Contributions
March 2022
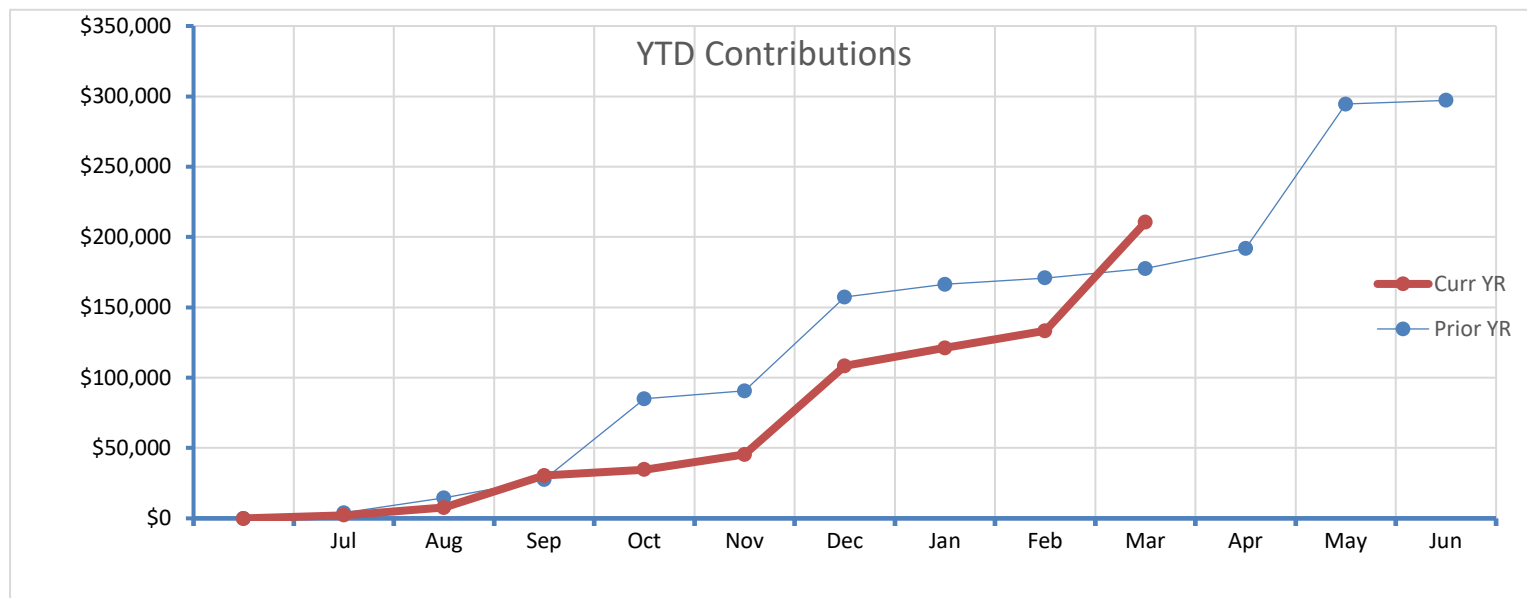
YTD Contributions

	Curr YR	Prior YR
Monthly Contributions	$ 77,216	$ 6,709
YTD Contributions	$ 210,453	$ 177,578

YTD Top Contribution Totals in 2022:

Jim & Linda Bosink Scholarship	$ 40,000
General Fund-Unrestricted	$ 34,055
Gerstacker Fund	$ 30,000
Suresh Family Scholarship	$ 25,000
Lakers Athletic and other Athletic Funds	$ 15,913
Lakers Academic Fund	$ 14,267
Hunting and Angling Scholars Program	$ 10,635
Kathleen Kehoe Memorial Scholarship	$ 9,000
Lakers Leadership Fund	$ 6,577
Bicknell Scholarship	$ 5,475
Rich Smith Memorial Student Emergency Fund	$ 5,000
Other Funds	$ 14,531
YTD Total	$ 210,453

TO: Board of Trustees

FROM: Lori Fassett, Associate VP of Human Resources

SUBJECT: Staffing Update, May 3, 2022 Board Meeting

DATE: April 18, 2022

FULL-TIME NEW HIRES:

Alexandra Carter – Administrative Specialist to Academic Deans   Effective: 04/11/2022

Alexandra comes to Mid with over 3 years of experience as an administrative assistant and coordinator for a medical practice. She holds an Associates of General Education from Mid and a Bachelor of Arts from Central Michigan University. Welcome to the Mid Team Alexandra!

NEW PART-TIME AND STUDENT EMPLOYEES:

Martha Dennis – Title III Accessibility/LLS Test Monitor (Edustaff)   Effective: 03/01/2022

Joshua Snow – Student Worker IT   Effective: 03/21/2022

Aileen Wernert – Adjunct Nursing   Effective: 04/01/2022

Eron Morrow – Student Worker IT   Effective: 03/28/2022

INTERNAL TRANSFERS:
N/A

SEPARATIONS:

Kara Lybeer – Student Worker Admissions   Effective: 12/18/2021

Adam Pung – Student Worker Admissions   Effective: 12/21/2021

Samantha Babich – Student Worker Art   Effective: 11/20/2021

Drew Moomey – Director of Development for Mid Foundation   Effective: 04/08/2022

Sarah Sparkman – Student Worker Admissions   Effective: 03/25/2022

VACANCIES:

Adjunct Administrative Assistant Professional (part-time)	Posted
Adjunct Advanced Manufacturing & Robotics (part-time)	Posted
Adjunct Biology (part-time)	Posted
Adjunct Computer Aided Drafting (CAD) (part-time)	Posted
Adjunct Communication – various locations (part-time)	Posted
Adjunct Computer Information Systems (CIS) (part-time)	Posted
Adjunct English – various locations (part-time)	Posted
Adjunct Nursing – General (part-time)	Posted
Adjunct Psychology- various locations (part-time)	Posted
Adjunct Welding (part-time)	Posted
Administrative Assistant to Academic Deans (full-time)	Filled
Automotive Lab Technician (part-time)	Posted
ETS Academic Coordinator (part-time)	Posted
Head Coach – Bass Fishing (part-time)	Posted
IT Technical Assistant (part-time)	Posted
Phlebotomy Instructor (part-time	Posted
Psychology Faculty (full-time)	Posted
Registrar (full-time)	Posted

Unfinished Business

Item V-A: Public Participation Policy

Presenter: Board Chair Petrongelli   **Board Consideration: Information/Action**

President's Recommendation:
Motion to approve the changes to Board Policy 202.08 as presented.

Board Chair Petrongelli will present the changes to Board Policy 202.08 regarding Public Participation. The first reading of this policy was presented during the April 5, 2022 meeting, therefore the policy changes need to be approved at the May Board meeting.

202.08 Public Meeting

[LAST APPROVED June 2018]

All official meetings of the Board of Trustees shall be public meetings. ~~If persons in attendance wish to speak from the floor, they must receive recognition from the Chairperson of the Board or officer conducting the meeting. A time limitation for speaking may be determined by the Chairperson of the Board of Trustees.~~

<div align="center">Public Participation Rules</div>

Any member of the public may address the Board at a Board meeting, subject to the following rules:

1.   Except during a public participation portion of a Board meeting, no member of the public or other person may address the Board during a public meeting without the express permission of the Board Chair or other presiding officer.

2.   College employees are encouraged to raise concerns regarding their employment, personnel matters, or the functioning of the College to their direct supervisor, not during public comment.

3.   The Board will follow public participation rules that balance the College's interest in an orderly public meeting with the public's First Amendment rights. A copy of these rules and any additional public participation rules adopted by the Board will be made available at Board meetings. The Board's public participation rules include, but are not limited to, the following:
   - before addressing the Board, a member of the public will state his or her name and address;
   - each person's public comments are limited to 3 minutes per public participation period. This time limit may be adjusted by the Board Chair or other presiding officer to facilitate public participation at Board meetings;
   - persons who are part of a group or organization or who share similar viewpoints are encouraged to designate a spokesperson to address the Board;
   - public comments of a personal nature are prohibited when: (a) the comments are unrelated to the manner in which a Board member or College employee performs that person's duties, and (b) the comments cause a substantial disruption to the meeting;
   - any public comment not protected by the First Amendment of the U.S. Constitution is prohibited;
   - Board members are not required to answer questions or make statements in response to a public comment;
   - written statements and documents presented to the Board by a public participant or group are public records and must be given to the Secretary or designee; and
   - any audio recording, video recording, broadcasting, or telecasting must be performed from the seating area designated for the public or in the area otherwise designated by the President, Superintendent, or designee, and must not disrupt the meeting.

Unfinished Business

Item V-B: Athletic Complex Update

Presenter: Matt Miller   **Board Consideration: Information**

President's Recommendation:
None, informational.

Vice President of Student Services Matt Miller will present an update regarding the proposed Athletic Complex in Mt. Pleasant.

New Business

Item VI-A: Correspondence and Announcements

Presenter: President Hood   **Board Consideration: Information**

President's Recommendation:
None, informational.

Announcements may be made at this time.

New Business

Item VI-B: Acceptance of Foundation Gifts/Naming Opportunities

Presenter: Tom Olver   **Board Consideration: Information/Action**

President's Recommendation:
Motion to accept the gifts from the Foundation and approve the naming opportunities as presented.

Executive Director of the Mid Foundation Tom Olver will be presenting the Board with two naming opportunities. Ray and Terry Horrocks would like to dedicate a classroom at the Mt. Pleasant campus (CLAB 261) in honor of Luzdelys Andarcia. Letherer Truss, Inc. would like to sponsor a classroom at the Harrison Campus (HA 248).

New Business

Item VI-C: Mid Foundation Board of Directors Appointments

Presenter: Tom Olver   **Board Consideration: Information/Action**

President's Recommendation:
Motion to approve three year Foundation Board of Director Appointments for Christopher N. Moltrup, Lois J. Pittsley and Dana M. Thering, effective May 12, 2022 through 2025.

Executive Director of the Mid Foundation Tom Olver will be presenting a request for approval of three year term appointments to the Mid Michigan College Foundation Board of Directors, effective May 12, 2022 through 2025 for Christopher N. Moltrup, Lois J. Pittsley and Dana M. Thering.

Christopher N. Moultrup
Director of Business Development, Three Rivers Corporation
Midland, Michigan

Chris Moultrup joined Three Rivers Corporation in August 2017. His responsibilities as director of business development include the growth of the business in alignment with organizational goals, support business development activities, along with planning, developing and leading the sales pursuit process. Previously, Chris served as Director at Midland Tomorrow Innovation Center (formerly the MidMichigan Innovation Center). His responsibilities included new business development, business modeling, product and service commercialization, early stage & growth financing through investment groups including BlueWater Angels.

Chris serves on the board of directors of Junior Achievement of North Central Michigan, City of Midland Downtown Development Authority, United Way of Midland County, Conscious Capitalism of the Great Lakes Bay Region (leadership team) and Midland Business Alliance.

Chris earned his Bachelor's Degree from Northwood University and is currently studying for his Masters at Michigan State University. He lives in Midland with his wife Ashley, and their two children, Paxton and Penelope.

Lois J. Pittsley
Dow Chemical Company (ret.)
Mt. Pleasant, Michigan

Lois Pittsley worked for Dow Chemical for 30 years retiring as a Global Procurement Director. Lois moved to Mt Pleasant to attend Central Michigan University achieving her Master's Degree in Business Administration. After arriving in this area, she fell in love with the Central Michigan area and made Mt Pleasant her home. Shortly after graduating from CMU, she briefly taught in the business school for Mid Michigan College. She and her husband Mike are small business owners and the proud parents of four grown children (two sets of twins). Recognizing the importance of giving back she is currently a board member for NAMI Midland County and is a Family to Family instructor. Family to Family is a free educational program for family, significant others and friends of those with mental health conditions. In her retirement she is passionate about traveling in both the United States and abroad and enjoys spending time on the shores of Lake Huron at their family vacation home.

Dana M. Thering
Vice President of Business Development, MyMichigan Health
Clare, Michigan

As Vice President of Business Development for MyMichigan Health, Dana Thering is responsible for identifying, cultivating, recommending and executing on business development opportunities, advancing MyMichigan's growth agenda and partnership goals, and leads efforts to identify, analyze and monitor the external and internal environments that affect growth, profitability, competitive activity and sustainability.

Dana began her career at MyMichigan in 2002 as an Internal Auditor and held several finance positions until 2009 when she became the Director of Strategic Planning & Business Development with responsibility to oversee the development of and participate in the execution of the planning, construction, and implementation of the system-wide strategic planning process, new clinical and administrative programs, new business opportunities, and strategic business relationships. Dana transitioned into her current role of VP of Business Development in January of 2022. Prior to working for MyMichigan Dana was an auditor at Deloitte.

Dana earned her Bachelor of Science degree in business administration with an accounting major and a Master's degree in business administration from Central Michigan University. She is a Certified Public Account (Registered) and a member of the American Institute of Certified Public Accountants and Society for Healthcare Strategy and Market Development.

Dana is actively involved in her community, where she volunteers with area organizations and her church, including community events for Open Door, Sports Boosters, Salvation Army, Relay for Life, and Christmas Outreach. Dana most enjoys volunteering with her church focused on youth and young adult activities, having served as youth camp director and youth camp pastor for many years. She has also held many leadership roles within church organizations.

Dana resides in Clare with her husband Nick and they have three children, Paige, Peyton, and Caleb. Paige attends Grand Valley State University and Peyton and Caleb both attend Clare High School. In her free time, Dana enjoys spending time on the lake, traveling and reading.

New Business

Item VI-D: Enrollment Report

Presenter: Matt Miller   **Board Consideration: Information**

President's Recommendation:
None, informational.

Vice President of Student Services Matt Miller will present the latest information regarding the Summer 2022 enrollment report.

New Business

Item VI-E: Ellucian Software Maintenance Renewal

Presenter: Kirk Lehr   **Board Consideration: Information/Action**

President's Recommendation:
Motion to approve the annual Ellucian Software Maintenance Agreement in the amount of $253,414.00.

Director of Information Technology Kirk Lehr will be presenting a request for the approval of the annual Ellucian Software Maintenance Agreement in the amount of $253,414.00. Funds for this purchase will be utilized from the Institutional Technology Fund.

Ellucian Software Maintenance for 2022-2023

Below are the costs for the Ellucian software maintenance for 2022-2023. In 2020 we signed a five year contract with Ellucian to insure the annual increase would be no more than 5%. This investment provides the college with tech support, regular software patches, and new releases for the software.

 This money is budgeted in the Institutional Technology Fund. Below is a breakdown of the costs.

Colleague Software	Year 2022 - 2023
Core	$ 75,603
Student System	$ 57,821
Finance System	$ 33,439
Human Resources System	$ 14,363
Colleague User License Maintenance	$ 36,122
Official Payment Ecommerce Maintenance	$ 5,557
UniData Database Maintenance ● RDBMS AE Users Partner maint. ● Unrestricted Users Database License RDBMS	$26,017
Synoptix Maintenance	$ 4,492
Total	**$253,414**

New Business

Item VI-F: Curriculum Changes

Presenter: Scott Mertes   **Board Consideration: Information/Action**

President's Recommendation:
Motion to approve the 2021-2022 Curriculum Changes as presented.

Vice President of Academic Affairs and Community Outreach Scott Mertes will be presenting a request to approve the 2021-2022 curriculum changes.

Curriculum Changes 21-22

New Programs of Study

Training Credential: Virtual Administrative Assistant Professional AAP.TC.VAA
Associate in Applied Science: Engineering Technology AAS.EGR
Training Credential: Michigan Land Title Association BUS.TC.MLTA
Certificate: State Corrections CJS.C.CORRECTIONS
Certificate: Law Enforcement CJS.C.LAWENFORCEMENT

Revised Program of Study

AA.LBS Associate in Arts: Liberal Studies Transfer
     Reducing minimum credits to 60
AA.VISUAL Associate in Arts: Visual Arts
     Replace HUM.101 and HUM.102 with ART.283 and ART.284
AAS.AIM Associate in Applied Science: Advanced Integrated Manufacturing
     Changes to degree requirements
AAS.AMS Associate in Applied Science: Automotive and Diesel Service
     Added new WLD.105 course to degree requirements
AAS.CIS.SWD Associate in Applied Science: CIS Software Development
     Updated guidesheet
AAS.DESIGN Associate in Applied Science: Graphic Design
     Replace HUM.101 and HUM.102 with ART.283 and ART.284
AAS.EEG Associate in Applied Science Degree: Neurodiagnostic EEG Technology
     Add prerequisite requirement of BIO.101 OR HED.115 dependent on the science class
     taken for the degree.
AAS.PTA Associate in Applied Science: Physical Therapist Assistant
     Removing general education courses and adding new PTA courses
AAS.SBM Associate in Applied Science: Small Business Management and Entrepreneurship
     Changing name of degree to General Business and updated degree requirements
AS.MSC Associate in Science: Math and Science Transfer
     Reducing the minimum credits to 60, changing group V requirements
ECE.C Certificate of Achievement: Early Childhood Education
     Changed to Training Credential: Early Childhood Education
AIM.TC.MO Training Credential: Advanced Integrated Manufacturing – Machine Tool Operation
     Removing and adding classes
AMS.TC Training Credential: Automotive and Diesel Service Technology
     Adding four courses to the requirements

BUS.TC.SBM Training Credential: Small Business Management/ Entrepreneurship
    Adding and removing required courses
MTA.ND Non-Degree: Michigan Transfer Agreement

Discontinued Programs of Study

CERT.WEBDSGN Certificate: Web Design

New Courses

AAP.130	Creating a Virtual Office
AGR.101	Introduction to Agriculture
AGR.102	Introduction to Animal Science
AIM.213	CNC Programming II
AIM.216	MasterCam II
AIM.280	CNC Capstone
ART.283	Art History I
ART.284	Art History II
BIO.289	Biology of the Florida Keys
CJS.255	Physical Training (was PED.255)
EGR.101	Introduction to Engineering
EGR.201	Engineering Technology
ENV.200	Environmental Biology (was SCI.200)
HIS.230	Native American History
PTA.201	Prosthetics/Orthotics
PTA.202	Prosthetics/Orthotics Lab
PTA.203	Cardiopulmonary
PTA.204	Cardiopulmonary Lab
WLD.105	Automotive Welding

Revised Courses

AIM.250 Advanced CNC Programming
    Updating course description, prerequisites and corequisites
AIM.250X Advanced Cnc Programming P.1
    Updating course description, prerequisites and corequisites
AIM.250Y Advanced Cnc Programming P.2
    Updating course description, prerequisites and corequisites
ALH.212 Clinical Procedures I
    Course prerequisites, corequisites, and description updated
ALH.213 Pharmacology for Medical Assistants
    Course prerequisites, corequisites, and description updated

ALH.214 Clinical Procedures II
Course prerequisites, corequisites, and description updated
ALH.230 Laboratory Procedures for the Medical Office
Course prerequisites, corequisites, and description updated
ALH.250 Medical Assisting Office Externship
Course prerequisites, corequisites, and description updated
ALH.298 Current Topics in Alh
Course name changed to Special Topics
ALH.299 Current Topics in Alh
Course name changed to Special Topics
BIO.138 Human Anatomy and Physiology
Remove BIO.101 as a prerequisite
BUS.122 Management Theory and Practice
Course name changed to Principles of Management
BUS.297 Current Topics
Course name changed to Special Topics
BUS.298 Current Topics
Course name changed to Special Topics
BUS.299 Current Topics
Course name changed to Special Topics
CIS.131 .Net Programming I
Prerequisite requirements updated to add CIS.110
CIS.185 Intro to Cybersecurity
Remove CIS.170 as a corerequiste
ECE.113 Early Childhood Development and Learning
Add ECE.112 as a prerequisite
ECO.201 Principles of Economics (macroeconomics)
Revised course description
ECO.202 Principles of Economics (microeconomics)
Revised course description
PED.255 Physical Training
Changed to CJS.255 Physical Training
PTA.130 Advanced Therapeutic Exercise
Changes to course objectives
PTA.131 Advanced Therapeutic Exercise Lab
Changes to course objectives
PTA.207 Rehabilitation Techniques
Credits reduced, prerequisites and corequisites updated
PTA.208 Neurorehabilitation Techniques Lab
Credits reduced, prerequisites and corequisites updated
RAD.100 Intro to Rad Tech
Course description updated
RAD.180 Clinical Education I
Course description updated

RAD.201 Clinical Issues in Radiography I
    Course description updated
RAD.205 Clinical Education II
    Course description updated
RAD.221 Clinical Issues in Radiography II
    Course description updated
RAD.250 Clinical Education II
    Course description updated
SCI.200 Science, Technology, and Society
    Course changed to ENV.200 Environmental Biology
SOC.211 Social Inequalities
    Removed SOC.101 as a prerequisite.
SSC.295 Current Topics
    Course title changed to Special Topics
WLD.130 Metal Fabrication
    Updated prerequisite requirement

Course Fee Changes

AAP.136	Term and Proofreading
AAP.138	Basic Legal Terminology
AAP.140	Beg Work Proc/Keybrd
AAP.142	Inter Wood Proc/Keyb
AAP.230	Written Correspondence I
AAP.238	Legal Transcription
AAP.240	Advanced Work Processing/Keyboarding
ACC.261	Computerized Accounting
ALH.212	Clinical Procedures I
ALH.213	Pharmacology for Medical Assistants
ALH.214	Clinical Procedures II
ALH.230	Laboratory Procedures for the Medical Office
ALH.250	Medical Assisting Office Externship
CIS.100	Intro to Inform Sys
CIS.110	Programming Logic
CIS.125	Database Systems
CIS.130	Appl W-Microcomp
CIS.131	.Net Programming I
CIS.135	Intro Website Design
CIS.150	Ethics in Information Tech
CIS.155	Computer Operating Systems
CIS.155A	Comp Operating Systems Pt. 1
CIS.155B	Comp Operating Systems Pt. 2
CIS.170	Networking Essentials

CIS.170A	Networking Essentials Pt. 1
CIS.170B	Networking Essentials Pt. 2
CIS.175	Computer Programming I
CIS.185	Intro to Cybersecurity
CIS.185A	Intro to Cybersecurity Pt. 1
CIS.185B	Intro to Cybersecurity Pt. 2
CIS.190	Intro to Cisco Networking
CIS.190A	Intro to Cisco Nwkg Pt.1
CIS.190B	Intro to Cisco Nwkg Pt.2
CIS.195	Switching, Routing, & Wireless
CIS.195A	SWRE Pt. 1
CIS.195B	SWRE Pt. 2
CIS.215	Cybersecurity Operations
CIS.220	Adv Cobol Prog
CIS.225	Database Systems
CIS.230	Special Topics
CIS.231	.NET Programming II
CIS.235	Website Design II
CIS.250	Help Desk Fundamentals
CIS.255	Linux Fundamentals
CIS.265	Ethical Hacking
CIS.275	Comp Prog II
CIS.285	Network Cybersecurity
CIS.290	Networking, Security & Autom
CIS.295	Prof Cert Exam Prep
CJS.220	Intro to Corrections
CJS.220X	Intro to Corrections Pt 1
CJS.220Y	Intro to Corrections Pt 2
CJS.221	Legal Iss in Correct
CJS.222	Correctional Facilities and Institutions
CJS.223	Client Growth/Development
CJS.224	Client Relations in Corrections
HRA.102	Refrigeration Fundamentals
HRA.104	Residential Refrigeration
HRA.285	HRA Internship
MRI.200	Professional Prospectus
MRI.201	Computer Apps in Medical Imaging
MRI.220	MRI Physics I
MRI.222	MRI Physics II
MRI.230	Procedures/Pathology I
MRI.232	Procedures/Pathology II
MRI.240	MRI Image Analysis
MRI.241	Applied Sectional Anatomy
MRI.260	Pre-Clinical Prep

MRI.261	Clinical Practice I
MRI.262	Clinical Practice II
MRI.263	Clinical Practice III
MRI.295	MRI Certification Exam Prep
NUR.204	Adult Health II
PTA.110	Therapeutic Exercise
PTA.111	Therapeutic Exercise Lab
PTA.131	Advanced Therapeutic Exercise Lab
PTA.140	Clinic I
PTA.210	Clinical Forum
RAD.130	Radiographic Procedures I
WLD.126	SENSE 1A
WLD.127	SENSE 1B
WLD.130	Metal Fabrication
WLD.225	Advanced Welding
WLD.245	Pipe Welding
WLD.245A	Pipe Welding Pt.1
WLD.245B	Pipe Welding Pt.2

Discontinued Courses

ACC.290, ACC.291, ACC.292, ACC.293, ACC.294, ACC.295, ACC.296 Selected Topics
ALH.296, ALH.297 Current Topics in Alh
BIO.290, BIO.291, BIO.292, BIO.293, BIO.294, BIO.295, BIO.296 Selected Topics
BUS.293, BUS.294, BUS.295, BUS.296 Current Topics In Business
CHM.290, CHM.291, CHM.292, CHM.293, CHM.294, CHM.295, CHM.296 Selected Topics
CJS.290, CJS.291, CJS.292, CJS.293, CJS.294, CJS.295, CJS.296 Special Topics
ECO.150 Economic Problems
ECO.175 Personal Finance
ECO.290, ECO.291, ECO.292, ECO.293, ECO.294, ECO.295, ECO.296 Selected Topics
ENG.290, ENG.291, ENG.292, ENG.293, ENG.294, ENG.295, ENG.296 Selected Topics
HIS.290, HIS.291, HIS.292, HIS.293, HIS.294, HIS.296 Selected Topics
HRA.115 Plumbing
HRA.175 Solar Heating Systems
HRA.282 Insulating Systems
HRA.283 Independent Study in Heat,refrig & Air C
HRA.199, HRA.295, HRA.296 Special Topics
HUM.295, HUM.296 Special Topics
MAT.290, MAT.291, MAT.292, MAT.293, MAT.294, MAT.295, MAT.296 Selected Topics
PED.103 Body Mech/Aerobics
PED.109 Beg Dance Exercise

PED.110 Beg Body Dynamics
PED.119 Beginning Golf
PED.121 Intro to Scuba
PED.124 Beginning Skiing
PED.126 Beginning Bowling
PED.132 Beginning Karate
PED.145 Beginning Snowboarding
PED.203 Inter Body Mech/Aerobics
PED.207 Inter Kardio-Kickbx
PED.208 Inter Kickboxng
PED.210 Inter Body Dynamics
PED.218 Intermediate Tennis
PED.219 Intermediate Golf
PED.224 Intermediate Skiing
PED.226 Intermediate Bowling
PED.232 Intermediate Karate
PED.243 Adv Body Mech-Aerob
PED.244 Advanced Skiing
PED.246 Advanced Bowling
PED.248 Advanced Tennis
PED.249 Adv Kickbxng
PED.251 Adv Body Dynamics
PED.252 Adv Karate
PHL.290, PHL.291, PHL.292, PHL.293, PHL.294, PHL.295, PHL.296 Selected Topics
POL.290, POL.291, POL.292, POL.293, POL.294, POL.295, POL.296 Selected Topics
PSY.290, PSY.291, PSY.292, PSY.293, PSY.294, PSY.295, PSY.296 Selected Topics
SCI.290, SCI.291, SCI.292, SCI.293, SCI.294, SCI.295, SCI.296 Selected Topics
SOC.290, SOC.291, SOC.292, SOC.292, SOC.294, SOC.295, SOC.296, SOC.299H Current
Topics in Sociology
SSC.190, SSC.191, SSC.192, SSC.193, SSC.194, SSC.196 Special Topics

New Business

Item VI-G: Presidential Evaluation Approval

Presenter: Board Chair Petrongelli   Board Consideration: Information/Action

President's Recommendation:
Motion to approve the Presidential evaluation questions and process of conducting the evaluation.

Board Chair Petrongelli will be presenting the Board with an opportunity to finalize the Presidential evaluation questions that will be sent in a survey format and the process for conducting those surveys.

New Business

Item VI-H: Potential Agenda Policy Change

Presenter: Board Chair Petrongelli   **Board Consideration: Information**

President's Recommendation:
None, informational.

Board Chair Petrongelli will be presenting modifications to Board Policy 202.03 as prepared by Trustee Richard Allen, for discussion.

Modifications to Board Policy 202.03 Notice and Agenda

This is a suggested change to the way the monthly agenda for Board meetings at MMC
Is prepared. It will allow each Board Member an opportunity to place on the agenda concerns,
proposals, motions, and items that they believe are worthy of discussion and consideration
even though they do not rise to the level of a formal motion.

" A written notice announcing each regular meeting date shall be forwarded to each Trustee
At least 5 business days prior to the meeting. Accompanying the notice shall be the minutes
Of the previous meeting and the agenda for the scheduled meeting, prepared *and approved
by the Agenda Committee.*

Any Trustee, any interested citizen or any employee of the College may request in writing,
Agenda items to be recognized by the Board of Trustees at the next Board meeting. *The
Requests must be made by submitting it to the Executive Assistant to the Board at least
10 days prior to the scheduled Board meeting.*

*The Executive Secretary will notify the Agenda Committee of the requested addition.
The Committee shall consist of the President of Mid Mich College, The Chairperson of
the Board, and a Trustee chosen in rotation from the Board for that month. If the Committee
agrees, the item will be placed on the agenda for approval or disapproval the same as any
other agenda item.*

*Items submitted to the Agenda Committee will be approved or disapproved by the Committee
In any way they deem appropriate. Failure for an item to be added to a particular agenda
shall not prevent it from being resubmitted for subsequent meetings.*

*Submissions may be submitted as formal motions, discussion topics, or proposals for
Consideration by the Board. Items submitted for discussion or consideration may, in the
discretion of the Board Chair, be modified and treated as motions.*

Board Comments

Item VII-A: Calendar of Events

Presenter: Board Chair Petrongelli   **Board Consideration: Information**

President's Recommendation:
None, informational.

May 5	Honors Convocation, 5:30 PM, Community Room, Mt. Pleasant Campus
May 6	Nursing Pinning Ceremony, 5:00 PM, Community Room, Mt. Pleasant Campus
May 7	Commencement, 11:00 AM, Clare High School
June 5	Mid Foundation 35th Anniversary Event, 1:05 PM Game Time, Dow Diamond
June 7	Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus
June 21	Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus
July 27-29	MCCA Summer Conference, Grand Traverse Resort and Spa
Aug 2	Board of Trustees Meeting, Community Room, Mt. Pleasant Campus

Board Comments

Item VII-B: Board Comments- Other Business

Presenter: Board Chair Petrongelli   **Board Consideration: Information**

President's Recommendation:
None, informational.

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