

**MID MICHIGAN COLLEGE**  
**Board of Trustees Workshop and Regular Meeting**  
**Harrison, MI 48625 and Mt. Pleasant, MI 48858**  
**November 1, 2022**  
**6:00 PM Workshop**  
**7:00 PM Meeting**  
**Esther C. Conference Room, Harrison Campus**

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**Workshop Presentation**

Jillian Moomaw and Amy Dykhouse will present the annual updates from TRIO, Career Services and Accommodation Services.

**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: Ad Hoc Committee Creation**

Presenter: Board Chair Petrongelli

Board Consideration: Information/Action

**NEW BUSINESS**

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

Presenter: President Hood

Board Consideration: Information

**Item VI-B: Full Time Status for Trish Finerty**

Presenter: President Hood

Board Consideration: Information

**Item VI-C: Rental for Indoor Athletic Training**

Presenter: Matt Miller

Board Consideration: Information/Action

**Item VI-D: Audit Approval**

Presenter: Lillian Frick

Board Consideration: Information/Action

**BOARD COMMENTS**

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

Presenter: Board Chair Petrongelli

Board Consideration: Information

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

Presenter: Board Chair Petrongelli

Board Consideration: Information

## Approval of Agenda

Item II, Approval of Agenda

Presenter: Board Chair Petrongelli

Board Consideration: Action

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***President's Recommendation:***

Motion to approve the agenda as presented.

Approval of Agenda.

## Approval of Agenda

### Item III, Public Comment

Presenter: Board Chair Petrongelli

Board Consideration: Information

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***President's Recommendation:***

None, informational.

The Board will allow public comment at this time.

## Approval of Consent Items

### Item IV, Approval of Consent Items

**Presenter: Board Chair Petrongelli**

**Board Consideration: Action**

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***President's Recommendation:***

Motion to approve the consent items as presented.

- A. Minutes- October 4, 2022 Regular Meeting
- B. Monthly Financial Report:
  - 1. Financial Summary for the period ending September 30, 2022.
  - 2. General fund balance sheet as of September 30, 2022.
  - 3. General fund statement of revenues and expenses for nine months ending September 30, 2022.
  - 4. Gifts and Donations: Donations totaling \$23,481 were received for the Mid Foundation in September 2022.
- C. Monthly Personnel Report.

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

October 4, 2022 – page 1

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

Present: Terry Petrongelli, Board Chair; Michael Jankoviak, Vice Chair; Richard S. Allen Jr., Secretary; George Gilmore, Trustee; Jane Zdrojewski, Trustee; Onita Oles, Trustee

Absent: Thomas W. Metzger, Treasurer

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

Board Chair Terry Petrongelli called the meeting to order at 7:05 PM.

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

Motion by Trustee Zdrojewski to approve the agenda. Second by Trustee Jankoviak. A voice vote showed All Ayes; Motion Carried.

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

Board Chair Petrongelli asked for public comment and referenced the Board policy regarding public comment.

John Carson, resident of Howell, Michigan addressed the Board regarding the recent separation of employment pertaining to the Head Baseball Coach. He spoke about his son choosing Mid because of the baseball program and coaching staff. He urged the Board to get involved in the matter and find a resolution to bring Mr. Pickens back in some way. He felt that students do not attend Mid for their programs but because of extra curricular activities such as baseball. Mr. Carson stated that the baseball players and families would like more information and thanked Matt Miller for his response and respect to answer questions. He spoke regarding the showing of support from other attendees in the audience for Mr. Pickens.

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

Motion by Trustee Allen to approve the consent items as presented. Second by Trustee Gilmore. A voice vote showed All Ayes from the Trustees; Motion Carried.

### **Agenda Item V-A: *ENROLLMENT REPORT***

Vice President of Student Services Matt Miller presented the final Fall enrollment report. Mid's Fall semester resulted with a 0.1% increase in contact hours. Mid is one of only five community colleges in the state that reported an increase in contact hours. President Hood spoke about an upcoming tentative agreement with Gratiot-Isabella RESD for dual enrollment students to begin in January 2023. Vice President Miller spoke about the recent Senior Focus Day on the Harrison Campus and the information that was available to local seniors that day.

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

October 4, 2022 – page 2

### **Agenda Item V-B: *PROPOSED MT. PLEASANT CAMPUS FACILITIES***

President Hood presented a request for the approval of construction on a new salt barn/maintenance facility on the Mt. Pleasant campus. He spoke regarding a proposal that was submitted to state legislators to assist with Mid programs, as well as Gratiot-Isabella RESD and Clare Gladwin RESD. The athletic complex proposal will not be pursued at this point.

Vice President of Finance and Administration Lillian Frick spoke about the reduced scale of the project. Architect Marty Ruitter spoke about the 60 day bid window and the site plan review meeting with Union Township. The township granted preliminary approval, but were waiting on some information from the drain commission. The college is seeking approval with the township for the entire project that was initially proposed, so that if in the future the other components were to be considered, that approval is already in place. Mid is expecting final site approval from Union Township on October 18.

Trustee Zdrojewski asked about a return on contingencies that may not be used and who would be managing the change orders. She expected architecture and engineering costs to be about 12% of the total project and they are currently expected to cost around 18%. Vice President Frick noted that the 18% included the fees from Union Township. Trustee Gilmore stated that he would like to see Mid approve the entire proposed project and had concerns with the rising costs of goods. A discussion regarding the entire project cost compared to our total operating budget took place. Board Chair Petrongelli stated that she would not be comfortable supporting the entire project, and would rather approach it in steps, giving attention to the maintenance facility for safety reasons. Trustees Allen, Jankoviak, Zdrojewski and Oles agreed with the points that Board Chair Petrongelli stated and made points about positive aspects that if the maintenance facility is built it would free up space for the Advanced Manufacturing program.

Motion by Trustee Allen to approve the exploration of demolition options for the current salt barn and construction of a new salt/storage maintenance building on the Mt. Pleasant campus, pending final site plan approval from Union Township, not to exceed an amount of \$2.5 Million. Second by Trustee Zdrojewski.

Trustee Gilmore asked if the exploration of demolition options for the current salt barn would include selling that building. President Hood confirmed that selling the building would be an option. A voice vote showed All Ayes from the Trustees; Motion Carried.

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

The next Mid Night tailgate will take place on October 14 at Alma High School. Mid will be hosting a Blood Drive on Friday, October 7 from 10 AM -2 PM.

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

October 4, 2022 – page 3

Mid will be hosting activities to honor Indigenous Peoples' Day on Monday, October 10 starting at 10 AM in the Community Room of the Mt. Pleasant Campus.

We will be hosting a Hispanic Heritage Month Event on Friday, October 14 from 10:30 AM - Noon in the Community Room of the Mt. Pleasant Campus. The Mid Foundation will be hosting their first annual Laker Achievement Awards on Saturday, October 15 at 6:00 PM at PohICat in Mt. Pleasant.

PTK will be hosting Deadwood Grove from 7-10 PM on October 14, 15, 21, 22, 28 & 29. Tickets are \$10 per person and we encourage everyone to attend.

### **Agenda Item VI-B: LOCAL STRATEGIC VALUE RESOLUTION**

President Hood presented the Board with the Local Strategic Value Resolution that is requested each year by the State Budget Office.

Motion by Trustee Oles to approve Local Strategic Value Resolution as presented. Second by Trustee Jankoviak. A roll call vote showed yes votes from Trustees Allen, Gilmore, Jankoviak, Oles, Zdrejowski and Petrongelli. All Ayes; Motion Carried.

### **Agenda Item VI-C: BLANKET PURCHASE ORDER FOR BOARD GIFT TO EMPLOYEES**

Executive Assistant to the President and Board of Trustees Amy Lince presented the Board with a request for a Blanket Purchase Order in an amount up to \$8,500, to cover the cost of \$20 gift cards to Family Fare from the Board to the employees.

Motion by Trustee Zdrojewski to approve a Blanket Purchase Order up to \$8,500, to purchase \$20 Family Fare gift cards from the Board for employees. Second by Trustee Oles. A voice vote showed All Ayes from the Trustees; Motion Carried.

### **Agenda Item VI-D: REALIGNMENT**

President Hood presented the Board with an overview of potential realignment duties for several administrators in order for the college to provide improved service. The Board was provided with an organizational chart pertaining to those changes. Trustee Oles introduced a discussion regarding any potential cost factors for the proposed realignment. Faculty Senate President Chris Goffnett spoke about the benefits of having Student Services and Academic Affairs under the same umbrella. Trustees asked about metrics that may be measured to see the benefits of this potential alignment. A question regarding the expected length of contract with Tim Booms in Workforce and Economic Development was discussed. Trustee Zdrojewski expressed kudos for initiation of moves for the betterment of the college. President Hood spoke about past reporting structures and the manageability of that.

## Mid Michigan College Board of Trustees Regular Meeting

October 4, 2022 – page 4

### Agenda Item VI-E: *CAMPUS HOUSE RENOVATION*

Vice President of Finance and Administration Lillian Frick presented the Board with a request to renovate one of the campus house bathrooms. The bathroom in question has introduced safety issues. Estimates for a cosmetic upgrade to the bathroom would cost around \$19,000. An option of renovating just the shower in the bathroom in question was presented. Vice President Frick requested in the future an ad hoc committee with trustees and college administrators to be established for the purpose of properly maintaining the campus house.

Motion by Trustee Allen to approve the renovation of the shower in the second floor bathroom in the campus house for an amount up to \$8,000. Second by Trustee Jankoviak. A voice vote showed All Ayes; Motion Carried.

### Agenda Item VI-F: *ADMINISTRATIVE RETIREMENT INCENTIVE EXTENSION*

President Hood presented a request to grant an Administrative Retirement Incentive Extension for Vice President of Finance and Administration Lillian Frick until she chooses to separate from the college. He praised Vice President Frick's service to the college and suggested that the extension would help to retain her talent at the college. Vice President Frick expressed consideration for more time to set up an exit strategy and succession plan to benefit the college. Board Chair Petrongelli stated that she is in favor of granting the extension for Ms. Frick's benefit as well as the college as a whole. Trustees Zdrojewski, Allen, Oles, Jankoviak and Gilmore supported the extension.

Motion by Trustee Jankoviak to approve an extension of the Administrative Retirement Incentive for Vice President of Finance and Administration Lillian Frick until she chooses to separate from the college. Second by Trustee Oles. All Ayes; Motion Carried.

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

- |        |  |
|--------|--|
| Oct 10 | Community After Hours, 5:00-7:00 PM, Community Room, Mt. Pleasant Campus             |
| Oct 15 | Laker Achievement Awards, 6:00-9:00 PM, The PohiCat, Mt. Pleasant                    |
| Nov 1  | Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus                |
| Nov 12 | Mid Employee Holiday Party, 5:00-10:00 PM, Comfort Inn, Mt. Pleasant                 |
| Nov 22 | TRIO International Thanksgiving Meal, 10:00 AM-2:00 PM, CSS 234, Mt. Pleasant Campus |
| Dec 6  | Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus                |



## Mid Michigan College Board of Trustees Regular Meeting

October 4, 2022 – page 5

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

Board Chair Petrongelli thanked the Executive Director of the Mid Foundation, Tom Olver for his presentation during the workshop and encouraged other trustees to attend Foundation meetings.

Meeting adjourned at 8:46 PM  
Recording Secretary,  
Amy Lince  
Executive Assistant to the President and Board of Trustees

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Terry Petrongelli, Board Chair

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Richard S. Allen, Jr., Board Secretary

DRAFT

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

September 30, 2022

These financial statements are PRELIMINARY and may not reflect fiscal year 2021-22 year end entries that could still be made in the coming weeks. FINAL audited financial statements will be presented by the auditors in November.

**GENERAL FUND REVENUE:**

- 2022-23 tuition and fee revenue budget is based on a one-half (.5) percent enrollment increase from 2021-22 levels with a three and a half (3.5) percent increase in tuition rates. Final Fall 2022 enrollment showed a 0.1% increase in billable tuition hours.
- State appropriations revenue for 2022-23 will be booked in October, coinciding with the State's fiscal year and the disbursement of the first payment.
- No property tax revenue has been booked since 2023 taxes will not be levied until December 2022. The tax levy for 2023 is projected at \$4,284,722.

**GENERAL FUND EXPENSES:**

- Departmental expenses are in line with 25% of the annual budget, with the exception of:
  - Instruction & Public Service each expended 20% and 17%, respectively, due to the academic calendar; expenses will pick up through Fall term and with the onset of Winter term.
  - Information technology expended 19% due in part to a budgeted technician position that has not been filled.
  - Student Services expended 21% due in part to various institutional scholarships that have not yet been awarded and/or expensed for the academic year.

**GENERAL FUND REVENUE OVER EXPENSES:**

- The total increase in net assets as of September 30, 2022 is \$1.7 million. This represents \$5.3 million of income for the Fall 2022 term (started August 29, 2022) offset by a portion of College operating costs for the months of August and September.

**BALANCE SHEET:**

- The cash balance decreased \$3.5 million from August 31, 2022 due in part to the disbursement of Title IV student refunds to students. The cash to replenish these refunds will be drawn down in October.
- Student receivables decreased \$3.9 million as a result of federal financial aid disbursed to the student accounts in the last week of September.

- The prepaid expense balance of \$399,243 represents a few multi-year prepaid items, other prepaid 2022-23 expenses (including Ellucian contracts for \$305,877), and the College contributions to the employee HSA accounts that will be earned during 2022.
- The balance due to other funds of \$2.5 million can be broken down as follows:
  - \$679,000 due to the designated student activities fund
  - \$2.7 million due to the auxiliary services for sales
  - \$4,000 due to the scholarship and grant fund
  - \$3.6 million due from the federal restricted fund for CARES and student financial aid funds disbursed to the student accounts
  - \$521,000 due from the restricted grant fund
  - \$3.9 million due to building and site for current and future college needs
  - \$608,000 due from the Foundation
- The \$1.3 million in accrued payroll and other compensation includes expenses incurred but not paid as follows:
  - Accrued salary, wages and vacation of \$218,000
  - FICA, Federal and State withholding of \$70,000
  - MPSERS/ORP/UAAL payable of \$570,000
  - Employee health and dental insurances payable of \$240,000
  - Unemployment and workers' compensation insurances payable of \$4,000
  - Deferred faculty pay \$180,000
  - Miscellaneous payroll deductions
- A significant portion of the preliminary Unreserved Net Assets of \$9.4 million represents funds set aside by the Board of Trustees to fund current and future college expansion needs.

#### AUXILIARY FUNDS:

- Total revenue is at 12% of the annual budget due to reduced hours in the Laker Cafe.
- Total expenses, at 25% of the annual budget, represent operational costs for the months of July through September.
- The excess expense over revenue to date is \$5,820.

MID MICHIGAN COLLEGE  
BALANCE SHEET  
September 30, 2022

**Assets**

**Current Assets:**

Cash and cash equivalents	\$	16,540,313
Student receivables	\$	2,279,212
Other receivables	\$	8,704
Prepaid expenses and other assets	\$	399,243
Due from (due to) other funds	\$	(2,539,443)
<b>Total current assets</b>	<b>\$</b>	<b>16,688,029</b>

Long-term investments	\$	-
<b>Total assets</b>	<b>\$</b>	<b>16,688,029</b>

**Liabilities and Net Assets**

**Liabilities:**

Accounts payable	\$	-
Accrued payroll and other compensation	\$	1,305,147
<b>Total liabilities</b>	<b>\$</b>	<b>1,305,147</b>

**Net assets:**

Reserved for:		
Technology	\$	2,100,663
Program development	\$	863,655
Retirement incentives	\$	200,000
Self-funded healthcare reserve	\$	1,132,891
Unreserved	\$	9,392,616
Current year excess revenue over/(under) expenditures	\$	1,693,058
<b>Total net assets</b>	<b>\$</b>	<b>15,382,883</b>

<b>Total liabilities and net assets</b>	<b>\$</b>	<b>16,688,029</b>
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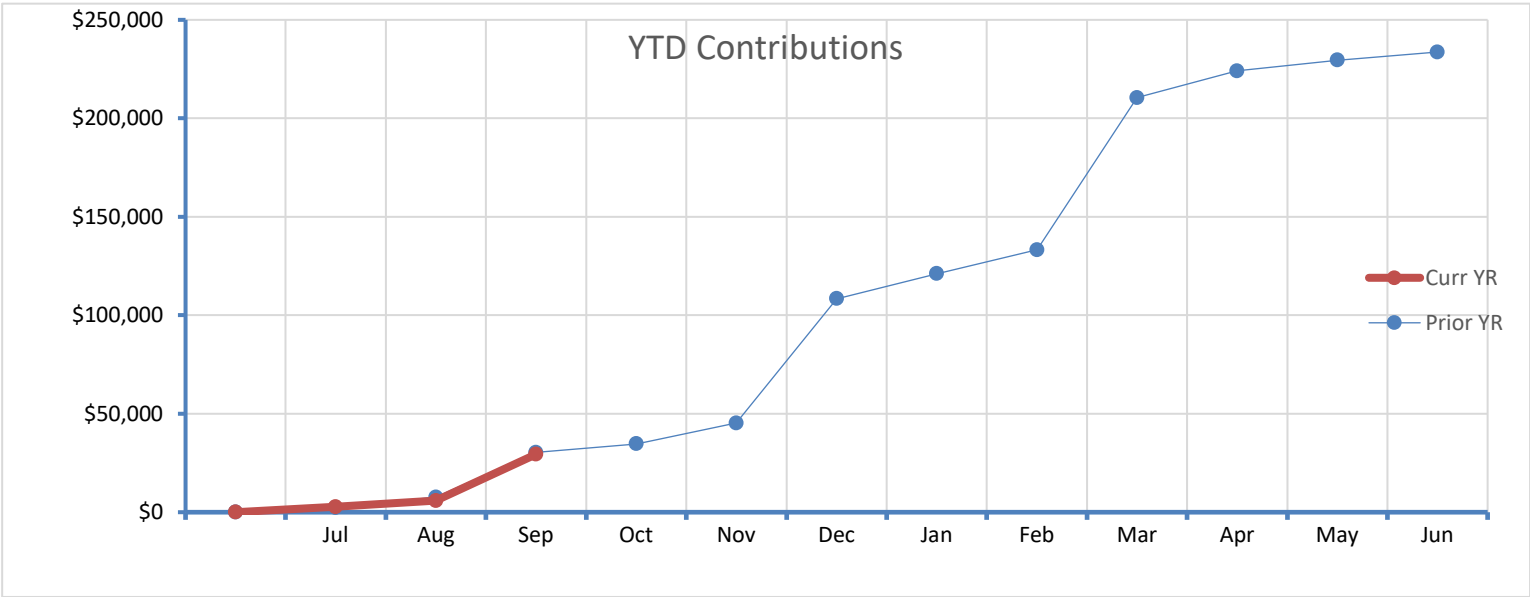
MID MICHIGAN COLLEGE  
 STATEMENT OF REVENUES, EXPENSES  
 For the three months ended September 30, 2022

	Current Fiscal Year		Prior Fiscal Year	
	Amount	% of Budget	Amount	% of Budget
<b>OPERATING REVENUES:</b>				
Tuition and fees	\$ 7,025,903	49%	\$ 7,011,395	50%
Miscellaneous	\$ 5,862	13%	\$ 5,396	5%
<b>Total operating revenues</b>	<b>\$ 7,031,765</b>	<b>49%</b>	<b>\$ 7,016,791</b>	<b>49%</b>
<b>EXPENSES:</b>				
Operating expenses:				
Instruction	\$ 2,216,694	20%	\$ 2,035,278	19%
Information technology	\$ 380,316	19%	\$ 536,918	31%
Public service	\$ 135,573	17%	\$ 140,129	17%
Instructional support	\$ 486,315	29%	\$ 390,639	24%
Student services	\$ 673,856	21%	\$ 555,347	20%
Institutional administration	\$ 797,852	23%	\$ 1,094,661	23%
Operation and maintenance of plant	\$ 602,315	25%	\$ 505,022	23%
<b>Total operating expenses</b>	<b>\$ 5,292,921</b>	<b>22%</b>	<b>\$ 5,257,993</b>	<b>21%</b>
<b>Operating income/(loss)</b>	<b>\$ 1,738,844</b>		<b>\$ 1,758,798</b>	
<b>NON-OPERATING REVENUES:</b>				
State appropriations	\$ 61,531	1%	\$ 44,491	1%
UAAL	\$ -	0%	\$ -	0%
Property tax levy	\$ -	0%	\$ -	0%
Investment income	\$ 37,596	75%	\$ 2,496	5%
Miscellaneous	\$ 30,086		\$ 25,112	
<b>Total Non-operating revenues</b>	<b>\$ 129,213</b>	<b>1%</b>	<b>\$ 72,099</b>	<b>1%</b>
<b>Revenues over/(under) expenses</b>	<b>\$ 1,868,057</b>		<b>\$ 1,830,897</b>	
<b>Inter Funds Transfers</b>				
Planned Savings (Building & Site)	\$ 174,999	25%	\$ -	0%
Bond Debt Service (Building & Site)	\$ -	0%	\$ -	0%
Restricted Grant Match	\$ -	0%	\$ -	0%
<b>Total Inter Funds Transfers</b>	<b>\$ 174,999</b>		<b>\$ -</b>	
<b>Net increase (decrease) in Net Assets</b>	<b>\$ 1,693,058</b>		<b>\$ 1,830,897</b>	

MID MICHIGAN COLLEGE  
 STATEMENT OF REVENUES, EXPENSES  
 For the three months ended September 30, 2022  
 AUXILIARY FUND

	Current Fiscal Year		Prior Fiscal Year	
	Amount	% of Budget	Amount	% of Budget
<b>REVENUE:</b>				
Bookstore	\$ -	0%	\$ 468,875	134%
Laker Café*	\$ 8,681	12%	\$ 4,941	62%
	<u>\$ 8,681</u>	<u>12%</u>	<u>\$ 473,816</u>	<u>132%</u>
<b>EXPENSES:</b>				
Bookstore	\$ -	0%	\$ 371,423	125%
Laker Café*	\$ 14,501	25%	\$ 2,227	23%
Auxiliary Services	\$ -	0%	\$ 28,043	62%
	<u>\$ 14,501</u>	<u>25%</u>	<u>\$ 401,693</u>	<u>115%</u>
<b>EXCESS REVENUE OVER EXPENSES</b>	<u><b>\$ (5,820)</b></u>		<u><b>\$ 72,123</b></u>	
	-67%		15%	

# Mid Michigan College Contributions September 2022



	Curr YR	Prior YR
<b>Monthly Contributions</b>	<b>\$ 23,481</b>	<b>\$ 22,681</b>
<b>YTD Contributions</b>	<b>\$ 29,423</b>	<b>\$ 30,356</b>

<b>YTD Top Contribution Totals in 2023:</b>	
Trish Finnerty Exp Learning	\$ 12,500
Kathleen Kehoe Memorial Scholarship	\$ 7,000
Lakers Athletic and other Athletic Funds	\$ 3,254
Lakers Leadership Fund	\$ 2,238
Lakers Academic Fund	\$ 1,239
General Fund-Unrestricted	\$ 997
Other Funds	\$ 2,195
<b>YTD Total</b>	<b>\$ 29,423</b>

TO: Board of Trustees  
FROM: Lori Fassett, Associate VP of Human Resources  
SUBJECT: Staffing Update, November 1, 2022 Board Meeting  
DATE: October 17, 2022

FULL-TIME NEW HIRES:  
N/A

NEW PART-TIME AND STUDENT EMPLOYEES:

Ashlyn Davis – Adjunct Nursing (Edustaff)	Effective: 09/05/2022
Clink Colosky – Clay Target Assistant Coach	Effective: 09/06/2022
Brecken Corp – Student Worker Tutor	Effective: 09/14/2022
Devin Dysinger – Student Worker Tutor	Effective: 09/06/2022
Joe Erickson – Student Worker Tutor	Effective: 09/21/2022
Makenzy Matthews – Student Worker Human Resources	Effective: 09/13/2022
Noah Miller – Student Worker Tutor	Effective: 09/15/2022
Tanner Smith – Women’s Assistant Basketball Coach	Effective: 09/01/2022
Gabriel Secrist – Student Worker Tutor	Effective: 09/24/2022
Joe Erickson – Student Worker Tutor	Effective: 09/21/2022
John Bradley – Head Coach Men’s & Women’s Cross Country	Effective: 09/20/2022
Natalie Antcliff – Student Worker Enrollment	Effective: 10/03/2022
Lily McLaughlin – Student Worker Laker Café	Effective: 10/07/2022
Douglas Hill – Assistant Coach Softball	Effective: 10/03/2022



#### INTERNAL TRANSFERS:

N/A

#### SEPARATIONS:

Katie Navock – Director of Admissions	Effective: 09/14/2022
JD Gross – IT Systems Programmer	Effective: 09/19/2022
Kristine Stevens – Director of Business & Industry	Effective: 09/20/2022
Coby Cartwright – Student Worker IT	Effective: 09/14/2022
Emma Hall – Student Worker Library	Effective: 09/19/2022
Scott Pickens – Head Coach Baseball	Effective: 09/20/2022

#### VACANCIES:

Adjunct Advanced Manufacturing & Robotics (part-time)	Posted
Adjunct Automotive & Diesel Service (part-time)	Posted
Adjunct Business (part-time)	Posted
Adjunct Computer Aided Drafting (CAD) (part-time)	Posted
Adjunct Communication – various locations (part-time)	Posted
Adjunct English – various locations (part-time)	Posted
Adjunct Fine Arts-Music (part-time)	Posted
Adjunct History – Huron ISD/Tuscola ISD (part-time)	Posted

Adjunct Math – Huron ISD (part-time)	Posted
Adjunct Nursing – General (part-time)	Posted
Adjunct Psychology – Huron Tech Center/Tuscola ISD (part-time)	Posted
Administrative Specialist Technical Center (full-time)	Posted
Assistant Coach Bass Fishing (part-time)	Posted
Assistant Coach Softball (part-time)	Filled
Dental Assistant Lab Assistant (part-time)	Posted
Instructional Designer (full-time)	Interviewing
Financial Aid Analyst (full-time)	Posted
Head Coach Baseball (full-time)	Posted
IT Systems Programmer (full-time)	Posted
Phlebotomy Instructor Various locations (part-time)	Posted
Student Services Specialist – Admissions (full-time)	Interviewing
Technology Support Specialist (full-time)	Interviewing

## Unfinished Business

### Item V-A: Ad Hoc Committee Creation

**Presenter: Board Chair Petrongelli**

**Board Consideration: Information/Action**

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***President's Recommendation:***

Motion to create an Ad Hoc Committee regarding the campus house.

Board Chair Petrongelli presented the need for an Ad Hoc Committee pertaining to the campus house, based on a conversation at the last board meeting.

## New Business

### Item VI-A: Correspondence and Announcements

**Presenter: President Hood**

**Board Consideration: Information**

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***President's Recommendation:***

None, informational.

Announcements may be made at this time.

## New Business

### Item VI-B: Full Time Status for Trish Finerty

**Presenter: President Hood**

**Board Consideration: Information**

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***President's Recommendation:***

None, informational.

President Hood informed the Board that he would be approving the recommended full time status for faculty member Trish Finerty, Biology.

## MEMO

**To:** President Hood & Vice President Mertes

**From:** Dr. Stevens Amidon – Assistant Vice President of Academic Services/Dean of Arts and Sciences

**Date:** 9/27/2022

**Subject:** Trish Finerty- Full Faculty Status Recommendation

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Per Article XI – Employee Practices, item A in the Faculty contract, the college is required to make a recommendation during the 5<sup>th</sup> semester whether or not to grant full status for the probationary faculty in question.

**Dean’s Recommendation** – I support the removal of Trish Finerty from probationary status, and recommend that she be granted full status at Mid Michigan College.

Ms. Finerty will finish her five-semester probationary period at the completion of the Fall 2022 semester. During this time, she has been a full time instructor, and my review of her record, as well as my observation of her performance since my arrival in July 2018, convinces me that she is strongly committed to the success of her students. My observations of her work in the classroom have been very positive, and feedback evaluations from her students indicates she is an excellent teacher who works with her students to ensure they achieve the expected learning outcomes.

Ms. Finerty also has a strong record of service at Mid Michigan College. She has made significant improvements to the Science Curriculum:

- By creating an online version of BIO.138, she has significantly increased enrollment in that course and given students in the health professions more flexible options to complete their degrees within 4 semesters.
- By working with Jeremiah Wagner to create an Environmental Science course (ENV.200) to replace SCI.200, she has created a course that will be more transferrable to peer institutions. By developing the course using Open Educational Resources, as well as locally developed lab kits, she is also saving students significant money over the costs of the previous course.
- By creating, managing, and teaching a summer Biology of the Florida Keys course, she has given students an amazing hands-on experience in Marine Biology in the keys. She is making this course a permanent part of Mid’s offerings, and this course has resulted in the creation of a Mid Michigan Foundation Scholarship program in her name.

- Along similar lines, she is in the early stages of planning a study abroad course in Marine Biology in Belize, which would be Mid's first study abroad offering since 2017.

Trish serves on the Curriculum Committee, and has made significant contributions, including test-piloting Mid's move towards the Simple Syllabus program, which will help ensure consistency in multi-section classes.

Trish understands and embraces the culture of Mid Michigan College. She continues to add to her professional growth by working with Jeff Percha to offer the Michigan Community College Biologists conference at Mid in October of this year.

Due to these efforts, and a solid performance I fully support and recommend Ms. Finerty's promotion to a full-time permanent Instructor position at Mid Michigan College.

Respectfully,

*Dr. Stevens R. Amidon*

## New Business

### Item VI-C: Rental for Indoor Athletic Training

**Presenter: Matt Miller**

**Board Consideration: Information/Action**

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***President's Recommendation:***

Motion to authorize President Hood to enter into a long-term lease for space in the Mt. Pleasant area.

Vice President of Student Services Matt Miller presented a request to authorize the long-term lease of an indoor training space for athletics. In addition to use for training by the Lakers, the space would also be used to host camps and be rented out to other organizations.



## New Business

### Item VI-D: Audit Approval

**Presenter: Lillian Frick**

**Board Consideration: Information/Action**

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***President's Recommendation:***

Motion to approve the audit as presented.

Vice President of Finance and Administration Lillian Frick will be presenting a request to approve the college audit. Board members will have the opportunity to meet with representatives from Rehmann.

## Board Comments

### Item VII-A: Calendar of Events

Presenter: Board Chair Petrongelli

Board Consideration: Information

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*President's Recommendation:*

None, informational.

- |        |  |
|--------|--|
| Nov 12 | Mid Employee Holiday Party, 5:00 -10:00 PM, Comfort Inn, Mt. Pleasant                |
| Nov 17 | PTK Fall Induction Ceremony, 6:00 PM, Community Room, Mt. Pleasant Campus            |
| Nov 22 | TRIO International Thanksgiving Meal, 10:00 AM-2:00 PM, CSS 234, Mt. Pleasant Campus |
| Dec 6  | Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus                |

## Board Comments

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

**Presenter: Board Chair Petrongelli**

**Board Consideration: Information**

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***President's Recommendation:***

None, informational.

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