

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

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

Present: Jane Zdrojewski, Board Chair; Michael Jankoviak, Vice Chair; Richard S. Allen Jr., Secretary; Thomas W. Metzger, Treasurer; George Gilmore, Trustee; Nate Weisenburger, Trustee; Lois Pittsley, Trustee

Absent: All Trustees Present

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

Board Chair Jane Zdrojewski called the meeting to order at 7:07 PM.

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

Motion by Trustee Gilmore to approve the agenda. Second by Trustee Weisenburger. A voice vote showed All Ayes from the Trustees; Motion Carried.

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

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

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

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

### **Agenda Item V-A: *CONSTRUCTION UPDATE***

Director of Facilities Joe Myers presented the latest on construction projects taking place around campus. We are currently waiting on service hookup for the maintenance building in Mt. Pleasant. Once that is complete, systems can be started and punch lists can be completed.

### **Agenda Item V-B: *CAMPUS MASTER PLAN UPDATE***

Vice President of Finance and Administration Lillian Frick presented the Board with an update on the Campus Master Plan progress. At this point, Mid is waiting for reasonable costs to be added to the plan. Those numbers should be finalized in the next two weeks and will be presented to the Board for discussion at the December meeting.

### **Agenda Item V-C: *CAPITAL OUTLAY & 5 YEAR CAPITAL PLAN REVIEW***

Vice President of Student Services and Advancement Matt Miller presented the Board with updated information regarding this year's capital outlay project submission and the 5 year capital outlay plan review. The project submitted for capital outlay funding this year is an

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automotive education building. If the project is approved by the state for planning, Mid's Board will need to approve the project at that time.

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

President Hood spoke about the successful connections and reconnections that the Mid Foundation has taken part in recently. Kudos to Alexa, Matt and Tayler from the Foundation and all of their work.

Kudos to employees making community connections on a daily basis, especially Annette Sturdavant through our Lifelong Learning classes.

Special thanks to everyone who has submitted information to Provost Mertes in regards to our assurance statement to the Higher Learning Commission.

Thanks to everyone that attended the campus Halloween party! Great work to all of the Phi Theta Kappa students that made Deadwood Grove a success.

Mid is looking forward to celebrating the holidays at the Employee Holiday party on Saturday, November 11. Over 150 people have RSVPed for that event.

The campus monitor position for Harrison has received several qualified candidates and should be filled in the near future. Board Chair Zdrojewski wanted to thank all the administrators that have been filling in as campus monitors.

### **Agenda Item VI-B: *FOUNDATION UPDATE***

Interim Executive Director of the Mid Foundation Alexa Carey provided the Board with an update of happenings and goals within the Mid Foundation and reminded them about the upcoming holiday gathering.

### **Agenda Item VI-C: *ANNEXATION DISCUSSION***

Trustees were presented with a memo regarding the potential annexation of Ewart Public Schools. They were offered a chance to ask questions of Provost Mertes regarding the matter. Provost Scott Mertes updated the Board with some potential numbers if an annexation were to be successful in Ewart. The Ewart Promise Scholarship for students to attend Mid Michigan College has ignited this discussion. Another meeting regarding this topic will be taking place next week and the Board will be updated as time progresses.

### **Agenda Item VI-D: *ACCT MEMBERSHIP***

President Hood presented the Board with a benefit comparison between the Michigan Community College Association and the Association for Community College Trustees. Mid is currently the only community college in Michigan that is not a member of ACCT. Board members

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spoke about the importance of holding statewide and national memberships in order to stay ahead of the curve and learn from a diverse set of partners.

### **Agenda Item VI-E: *TRANSFER OF FUNDS***

Vice President of Finance and Administration Lillian Frick presented the Board with a request to approve two transfer of funds requests. The first request would move \$500,000 from the Building and Site Fund to the Deferred Maintenance Fund and the second request would move \$1,000,000 from the General Fund to the Strategic Initiatives Fund. Per Board policy 1002, the transferring of funds must be approved by the Board. The Strategic Initiatives Fund has commitments already made and would be beneficial for innovation of the college. At this point, that fund is low and needs replenishing. A transfer of \$500,000 should help with expenses in the deferred maintenance fund, for potentially a year or two.

Motion by Trustee Weisenburger to approve transferring \$500,000 from the Building and Site Fund to the Deferred Maintenance Fund and transferring \$1,000,000 from the General Fund to the Strategic Initiatives Fund. Second by Trustee Pittsley. A voice vote showed All Ayes from the Trustees; Motion Carried.

### **Agenda Item VI-F: *MT PLEASANT CAMPUS BUILDING MANAGEMENT SYSTEM UPDATE***

Director of Facilities Joe Myers presented a request to approve updating the Mt. Pleasant Campus Building Management System in the amount of \$121,858.00 through Metro Controls. The current system is original to the building and no longer supported. The update would include a 5 year service maintenance agreement.

Motion by Trustee Jankoviak to approve the update of the Mt. Pleasant Campus Building Management System in the amount of \$121,858.00. Second by Trustee Weisenburger. A voice vote showed All Ayes from the Trustees; Motion Carried.

### **Agenda Item VI-G: *FACILITIES COMMITTEE REPRESENTATIVE***

Vice President of Finance and Administration Lillian Frick presented the Board with a request to appoint a trustee representative to the Facilities Advisory Committee through December 31, 2024. This administrative committee will be established to look over campus upgrades, specifically the campus house, in order to make timely and appropriate decisions.

Motion by Trustee Jankoviak to approve appointing Trustee Lois Pittsley to the Facilities Advisory Committee through December 31, 2024. Second by Trustee Metzger. A voice vote showed All Ayes from the Trustees; Motion Carried.

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### Agenda Item VI-H: *CRITICAL INCIDENT MAPPING*

Associate Vice President of Human Resources Lori Fassett presented the Board with a request to approve critical incident mapping of both the Harrison and Mt. Pleasant campuses in the amount of \$64,750.00. Mid is working more closely with local emergency personnel. Special thanks to them and MCCA President Brandy Johnson for information and advocacy to improve grant funding for community college emergency management. Mid has already received \$81,000 in funding from the state to cover this purchase. The additional funds would be utilized to cover continued maintenance after the initial 5 year service maintenance agreement.

Motion by Trustee Metzger to approve critical incident mapping for both the Harrison and Mt. Pleasant campuses in the amount of \$64,750.00. Second by Trustee Pittsley. A voice vote showed All Ayes from the Trustees; Motion Carried.

### Agenda Item VI-I: *SABBATICAL LEAVE REQUEST*

Provost Scott Mertes presented a request, per the recommendation of the Sabbatical Committee to approve sabbatical leave for Amanda Wismer, Director of the Physical Therapist Assistant Program for the Winter 2025 semester. Thanks to committee members Lucia Elden, Svetlana Overbaugh, Martin Eltzroth, Bar Wieszcieski, and George Gilmore. Trustee Gilmore thought very highly of the presentation and is looking forward to seeing what will be accomplished during that sabbatical time.

Motion by Trustee Gilmore to approve sabbatical leave for Amanda Wismer, Director of the Physical Therapist Assistant Program for the Winter 2025 semester. Second by Trustee Allen. A voice vote showed All Ayes from the Trustees; Motion Carried.

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

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|-----------|---|
| Nov 8     | Foundation Holiday Reception, 5:30 PM, The Venue in Clare                   |
| Nov 9     | Conference on the Middle East 2023, 10:00 AM - 2:00 PM, Mt. Pleasant Campus |
| Nov 11    | Employee Holiday Party, 5:00 PM, Comfort Inn and Suites, Mt. Pleasant       |
| Dec 4 & 5 | Trustee and Regent Governance Leadership Institute, East Lansing            |
| Dec 5     | Board of Trustees Meeting, Harrison Campus                                  |
| Dec 15    | Nursing Pinning Ceremony, 4:00 PM, Community Room, Mt. Pleasant Campus      |
| Jan 9     | Board of Trustees Meeting, Harrison Campus                                  |
| Feb 6     | Board of Trustees Meeting, Harrison Campus                                  |

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- Mar 11            PTK Awards, Lansing
- Mar 12            Board of Trustees Meeting, Harrison Campus
- Apr 2             Board of Trustee Meeting, Mt. Pleasant Campus

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

Trustee Allen would like an update regarding which hospital facilities require a Bachelor of Science in Nursing Degree. It was suggested to have Dean Wieszciecinski present during a future meeting regarding requirements.

Board Chair Zdrojewski thanked everyone for their assistance to add information to the metrics/key performance indicator chart. The efforts are greatly appreciated from the Board. Vice Chair Jankoviak echoed this sentiment, as did Trustee Metzger.

Meeting adjourned at 8:31 PM  
Recording Secretary,  
Amy Lince  
Executive Assistant to the President and Board of Trustees

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Jane Zdrojewski, Board Chair

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Richard S. Allen, Jr., Board Secretary