Mid Michigan Community College
Board of Trustees Meeting
Schedule For

October 6, 2015

Room 186/187, Center for Liberal Arts and Business, Mt. Pleasant Campus - 6:00 p.m.

The October Board Workshop/Meeting schedule will be as follows:

1. 6:00 p.m. – Dinner & Discussion with the Mt. Pleasant Advisory Committee – Center for Liberal Arts and Business, Room 186

2. 6:30 p.m. – Barbra Wieszciecinski, Director of Nursing, Laurel McLaughlin, CSC Coordinator, and Britnie Wright, CSC Assistant, will provide a demonstration of the SimMan in the Clinical Simulation Center – Herbert D. Doan Center for Science and Health Technologies, Room 209

3. 7:00 p.m. – The regular board meeting will be called to order – Center for Liberal Arts and Business, Room 187
MID MICHIGAN COMMUNITY COLLEGE  
Board of Trustees Regular Meeting  
Harrison, MI 48625 and Mt. Pleasant, MI 48858  
October 6, 2015

Room 187, Center for Liberal Arts and Business – Mt. Pleasant Campus

Revised – Added Item V-E

<table>
<thead>
<tr>
<th>Topic</th>
<th>Presenter</th>
<th>Action/Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. Call to Order</td>
<td>Chairman Jacobson</td>
<td>Action</td>
</tr>
<tr>
<td>A. Welcome</td>
<td>Chairman Jacobson</td>
<td>Information</td>
</tr>
<tr>
<td>B. Public Comments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>II. Approval of Agenda</td>
<td>Chairman Jacobson</td>
<td>Action</td>
</tr>
<tr>
<td>III. Approval of Consent Items</td>
<td>Chairman Jacobson</td>
<td>Action</td>
</tr>
<tr>
<td>A. Minutes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B. Monthly Financial Report</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C. Monthly Personnel Report</td>
<td></td>
<td></td>
</tr>
<tr>
<td>IV. Old Business</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A. Campus Master Plan Presentation</td>
<td>Hammond</td>
<td>Action</td>
</tr>
<tr>
<td>Neumann Smith Architects</td>
<td>Stan Cole</td>
<td></td>
</tr>
<tr>
<td>Bert Koseck</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B. Health Insurance Update</td>
<td>Hammond</td>
<td>Information</td>
</tr>
<tr>
<td>C. Oil &amp; Gas Lease</td>
<td>Hammond</td>
<td>Information</td>
</tr>
<tr>
<td>V. New Business</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A. Correspondence and Announcements</td>
<td>Hammond</td>
<td>Information</td>
</tr>
<tr>
<td>1. 2015 Fall Festival and BBQ Update</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. 2014-2015 Merit Pay Plan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B. Capital Outlay Project Request</td>
<td>Hammond</td>
<td>Action</td>
</tr>
<tr>
<td>C. Local Strategic Value Resolution</td>
<td>Hammond</td>
<td>Action</td>
</tr>
<tr>
<td>D. Membership in ACCT</td>
<td>Hammond</td>
<td>Action</td>
</tr>
<tr>
<td>E. Early Retirement Incentive</td>
<td>Hammond</td>
<td>Action</td>
</tr>
<tr>
<td>VI. Board Comments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A. Calendar of Events</td>
<td>Chairman Jacobson</td>
<td>Information</td>
</tr>
<tr>
<td>B. Other Business</td>
<td>Chairman Jacobson</td>
<td>Information</td>
</tr>
<tr>
<td>1. Fall MCCA Meeting</td>
<td>Chairman Jacobson</td>
<td>Information</td>
</tr>
<tr>
<td>2. Comments by Trustees</td>
<td>Chairman Jacobson</td>
<td>Information</td>
</tr>
</tbody>
</table>
Agenda Item: II, Approval of Agenda

Board Consideration: Action

Background:

Item II, Approval of Agenda.

Recommendation:

It is recommended the Board approve the agenda as presented.
Agenda Item: III, Approval of Consent Items

Board Consideration: Action

Background:

A. Minutes – September 1, 2015

B. Monthly Financial Report:

   1. Financial Summary for the period ended August 31, 2015
   2. General fund balance sheet as of August 31, 2015
   3. General fund statement of revenues and expenses for two months ended August 31, 2015
   4. Gifts and Donations: Donations totaling $29,682 were received for the Scholarship and Grant Fund in August 2015.
   5. Donations were received last month for the Scholarship & Grant, Foundation, Capital Campaign, Northern Tradition, Lakers Athletic Fund, Manning Ford Scholarship, McDonald Scholarship, Grabmeyer Scholarship, IBT Brownson Scholarship, Bicknell Scholarship, Janice Langdon Scholarship, Golf Outing, and Bob & Rosemary Carter Scholarship.

C. Monthly Personnel Report for this period.
   a. Fall 2015 Adjunct Load Report

Recommendation:

It is recommended the Board approve the consent items as described by the Board Chair.
The meeting took place in the Superior Room, Harrison Campus.

Present: Douglas A. Jacobson, Board Chair; Betty M. Mussell, Vice Chair; Richard S. Allen, Jr., Secretary; Thomas W. Metzger, Treasurer; Carolyn C. Bay, Trustee; Eric T. Kreckman, Trustee; Terry Petrongelli, Trustee; Christine M. Hammond, Ph.D., President; Lillian K. Frick, Vice President of Finance and Administrative Services; Michael W. Jankoviak, Ph.D., Vice President of Academic Services; L. Scott Govitz, Executive Director of Economic and Workforce Development; Matt Miller, Ed.D., Vice President Student & Community Relations; Kim Barnes, Executive Dean of Student & Academic Support Services; Anthony Freds, Chief Information and Organizational Development Officer; Tonya Clayton, Exec. Asst. to the President/Trustees; Al Ayers, ESPA President; Bud Kanyo, Faculty Senate President;

Absent: Gail Nunamaker, Executive Director of Human Resources;

Guests: Kirk Lehr and Sean O’Brien

**Agenda Item I: CALL TO ORDER**

The Board Chair called the meeting to order at 7:16 p.m.

Faculty Senate President Bud Kanyo informed he Board the picture of last year’s Fall Festival and BBQ on the website, sparked a discussion about the BBQ in his course. The students were excited about the possibility of winning the raffle for 50 free credit hours and have since bought tickets.

**Agenda Item II: APPROVAL OF AGENDA**

Board Chair Jacobson stated that agenda item IV-C Executive Session would be added to discuss a property matter.

With no further comments regarding the revised agenda, the Board Chair stated that the revised agenda stands as approved.

**Agenda Item III: APPROVAL OF CONSENT ITEMS**

With no changes noted, the Board Chair stated the consent items stand as approved.

**Agenda Item IV-A: ENROLLMENT REPORT**

Vice President Miller provided a fall 2015 enrollment report to the Board. Enrollment numbers will fluctuate through Friday. As of today, enrollment is down 6.35%.

Discussion took place concerning enrollment and the classification of students currently registered.

**Agenda Item IV-B: POLICY REVISION – SECOND READING**

The policy revision for Board Policy 106 *Non-Discrimination Policy* was presented for action as a second reading. The contact information for the Office of Civil Rights has changed and is reflected in the policy.

A motion was made by Trustee Mussell to approve the policy change. Seconded by Trustee Kreckmen. All ayes; motion carried.
MMCC Board of Trustees Meeting
September 1, 2015 – page 2

Agenda Item IV-C: ACADEMIC CALENDAR

Ms. Barnes presented the updated academic calendar to the Board.

A motion was made by Trustee Kreckman to approve the updated Academic Calendar. Seconded by Trustee Petrongelli. All ayes; motion carried.

Agenda Item IV-D: SELF-FUNDING HEALTH INSURANCE UPDATE

President Hammond reviewed the Health Insurance Broker Bid and supporting memo that was provided to the Board.

MMCC has worked with SET SEG for the past 20+ years. Due to the cost of the contract it needs to be sent out for bid. A request for proposal (RFP) was sent out and four companies responded. After the interviewing process and reference checks, it is being recommended that Ballard Benefit Works, Inc. be awarded a three year contract to manage MMCC’s Health Insurance benefits at a cost of $53,000 annually.

A brief discussion took place about the timing of the transition and the benefits to the college.

A motion was made by Trustee Kreckman to award Ballard Benefit Works, Inc. a three year contract for $53,000 annually. Seconded by Trustee Petronglli. All ayes; motion carried.

Agenda Item IV-E: OIL AND GAS LEASE

The Board Chair provided the Board a summary of the discussions from the past two board meetings concerning an Oil & Gas Lease on the Harrison campus.

President Hammond informed the Board that she spoke with the Chief Operating Officer (COO) of the Michigan Crossroads Council of the Boy Scouts concerning oil & gas leasing on their property. The COO stated they have had numerous wells on their properties throughout the state of Michigan and have not had any public feedback about them.

The Board Chair surveyed the Trustees on whether or not they wanted to continue consideration of a lease at this time. The majority of the Board did not want to continue consideration. President Hammond will communicate with the land managers that MMCC is not interested in leasing.

Agenda Item V-A: CORRESPONDENCE AND ANNOUNCEMENTS

President Hammond informed the Board of the following:

- The College Council has met three times and the new committee structure is getting ramped up and running.
- The Campus Master Plan should be to President Hammond by September 15 and the information in the plan will assist with the Strategic Planning process.
- The topic for the Phi Theta Kappa Honors in Action Project this year will be Cost of College.
- The BSN legislation is likely to move forward this September. President Hammond will provide a one page summary to the board.

Discussion took place concerning how beneficial the BSN program being offered at MMCC would be for our current students.
MMCC Board of Trustees Meeting  
September 1, 2015 – page 3

**Agenda Item VI-A: CALENDAR OF EVENTS**

The Board Chair reviewed the calendar of events for upcoming months, an informational item.

**Agenda Item VI-B: OTHER BUSINESS**

CIO Freds, along with Trustee Kreckman, Kirk Lehr, Director of I.T. and Sean O’Brien, Information Technology Operations Coordinator, provided a short Google Hangouts demonstration. Google Hangouts has provided the staff on campus with alternative options for meeting while on different campuses.

**Agenda Item VI-B: EXECUTIVE SESSION**

The Board Chair stated that the Trustees will move into Executive Session for the purposing of discussing property.

A motion was made by Trustee Kreckman to adjourn to Executive Session at 8:44 p.m. Supported by Trustee Petrongelli. Roll Call vote showed ayes from Trustees Erickson, Bay, Metzger, Jacobson, Allen, Mussell and Petrongelli.

The board returned to regular session at 9:24 p.m.

A motion was made by Trustee Petrongelli for the president to proceed with the guidance provided during the executive session. Seconded by Trustee Kreckman. All ayes; motion carried.

Meeting adjourned at 9:25 p.m.

Recording Secretary,  
Tonya Clayton  
Exec. Asst. to the President and Board of Trustees

____________________________  ______________________________  
Douglas A. Jacobson, Board Chair  Richard S. Allen, Jr., Secretary
MID MICHIGAN COMMUNITY COLLEGE
FINANCIAL HIGHLIGHTS
GENERAL & AUXILIARY FUNDS
August 31, 2015

GENERAL FUND REVENUE:
- The 2015-16 tuition and fee revenue budget is based on a six (6) percent enrollment decrease over 2014-15 levels. Fall 2015 enrollment reflected a 6% decline in billable tuition hours. Corresponding revenue accounts for 46% of the total 2015-16 budgeted tuition and fees.
- State appropriations revenue for 2015-16 will be booked in October, coinciding with the State’s fiscal year and the disbursement of the first payment. Authorized appropriations for 2015-16 increased 1.6% for a total of $4,757,700.
- No property tax revenue was booked since 2015 taxes will not be levied until December 2015.

GENERAL FUND EXPENSES:
- All departmental expenses are in line with 17% of the year elapsed with the exception of:
  o Instruction – expended 7% of the budget due to spring/summer being a much smaller term and the fall term just starting on 8/31/15.
  o Information Technology - expended 22% due to several annual maintenance contracts that are paid at the beginning of the fiscal year.

GENERAL FUND REVENUE OVER EXPENSES:
- The total increase in net assets as of August 31, 2015 is $5.1 million. This represents $7.7 million of income for the Fall 2015 term (began August 31, 2015) offset by a portion of actual College operating costs for July and August. This excess will fund the balance of the 2015 Fall term operations.

BALANCE SHEET:
- The cash balance increased roughly $2 million from July 31, 2015 due to receiving a payment from the State of Michigan for the CLAB capital outlay project activities.
- The State Appropriations balance went to zero with the receipt of the August payment. 2015-16 appropriations will not be booked until October to coincide with the state’s fiscal year.
- Student receivables increased $2.75 million to $7 million. The greater part of this balance will be paid with 2015 Fall term financial aid disbursements in late September.
- The prepaid expense balance decreased $300,000 as prepaid items at 6/30/15 were reclassified to their respective departments. Most of the remaining balance of $175,826 represents the unearned employee balance of the college funded deductible for health insurance for calendar year 2015.
• The balance due to other funds of $7.1 million can be broken down as follows:
  o $307,000 due to the designated student activities fund
  o $1.14 million due to the auxiliary services for sales
  o $25,000 due to the scholarship and grant fund
  o $6.2 million due to building and site for current and future college needs
  o $423,000 due from the federal restricted fund for student financial aid
  o $230,000 due from the restricted grant fund
  o $423,000 due to the foundation
• The $741,774 in accrued payroll and other compensation includes expenses incurred but not paid as follows:
  o Accrued salary, wages and vacation of $348,000
  o FICA, Federal and State withholding of $37,000
  o MPSERS/ORP payable of $68,000
  o Health insurances payable of $155,000
  o Deferred faculty pay of $21,000
  o Unemployment payable of $49,000
  o Workers’ Compensation Insurance payable of $53,000
  o Miscellaneous payroll deductions
• A significant portion of the Unreserved Net Assets of $4.3 million represents funds set aside by the Board of Trustees to fund current and future college expansion needs.

AUXILIARY FUNDS:
• Total revenue for the 2015 Fall term bookstore sales and espresso shop operations through August 31, 2015 is at 30% of the annual budget. The decline from prior year sales levels is attributable to several factors, including textbook changes that resulted in significant cost savings to students and the loss of student market share to online sources.
• Total expenses, at 22% of the annual budget reflect the cost savings noted above from more used textbooks available for sale.
• The excess revenue over expenses to date is $333,569. This will offset the cost of operating the bookstore for the balance of the 2015 Fall term.
### MID MICHIGAN COMMUNITY COLLEGE
### BALANCE SHEET
### August 31, 2015

#### Assets

<table>
<thead>
<tr>
<th>Current Assets:</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and cash equivalents</td>
<td>10,032,802</td>
</tr>
<tr>
<td>Short-term investments</td>
<td>1,247,961</td>
</tr>
<tr>
<td>Property taxes receivable</td>
<td>6,996,866</td>
</tr>
<tr>
<td>State appropriations receivable</td>
<td>103,683</td>
</tr>
<tr>
<td>Student receivables</td>
<td>3,612</td>
</tr>
<tr>
<td>Other receivables</td>
<td>175,826</td>
</tr>
<tr>
<td>Inventories</td>
<td>(7,117,701)</td>
</tr>
<tr>
<td>Prepaid expenses and other assets</td>
<td>1,318,478</td>
</tr>
<tr>
<td>Due from (due to) other funds</td>
<td>11,443,048</td>
</tr>
<tr>
<td>Total current assets</td>
<td>12,761,526</td>
</tr>
</tbody>
</table>

| Long-term investments                   | $ 1,373,136 |
| Total assets                            | $ 12,761,526 |

#### Liabilities and Net Assets

<table>
<thead>
<tr>
<th>Liabilities:</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts payable</td>
<td>465,863</td>
</tr>
<tr>
<td>Accrued payroll and other compensation</td>
<td>741,774</td>
</tr>
<tr>
<td>Other payables</td>
<td>164,080</td>
</tr>
<tr>
<td>Planned savings</td>
<td>1,419</td>
</tr>
<tr>
<td>Total liabilities</td>
<td>1,373,136</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Net assets:</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reserved for:</td>
<td>433,530</td>
</tr>
<tr>
<td>Technology</td>
<td>1,332,827</td>
</tr>
<tr>
<td>Program development</td>
<td>200,000</td>
</tr>
<tr>
<td>Retirement incentives</td>
<td>4,298,579</td>
</tr>
<tr>
<td>Unreserved</td>
<td>5,123,454</td>
</tr>
<tr>
<td>Current year excess revenue over/(under) expenditures</td>
<td></td>
</tr>
<tr>
<td>Total net assets</td>
<td>11,388,390</td>
</tr>
</tbody>
</table>

| Total liabilities and net assets         | $ 12,761,526 |
MID MICHIGAN COMMUNITY COLLEGE
STATEMENT OF REVENUES, EXPENSES
For two month ended August 31, 2015

<table>
<thead>
<tr>
<th>OPERATING REVENUES:</th>
<th>Current Fiscal Year</th>
<th>Prior Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Amount</td>
<td>% of Budget</td>
</tr>
<tr>
<td>Tuition and fees</td>
<td>$ 8,262,912</td>
<td>46%</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$ 4,997</td>
<td>4%</td>
</tr>
<tr>
<td>Total operating revenues</td>
<td>$ 8,267,909</td>
<td>46%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENSES:</th>
<th>Current Fiscal Year</th>
<th>Prior Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Amount</td>
<td>% of Budget</td>
</tr>
<tr>
<td>Instruction</td>
<td>$ 637,224</td>
<td>7%</td>
</tr>
<tr>
<td>Information technology</td>
<td>$ 414,828</td>
<td>22%</td>
</tr>
<tr>
<td>Public service</td>
<td>$ 62,655</td>
<td>13%</td>
</tr>
<tr>
<td>Instructional support</td>
<td>$ 459,986</td>
<td>18%</td>
</tr>
<tr>
<td>Student services</td>
<td>$ 483,867</td>
<td>16%</td>
</tr>
<tr>
<td>Institutional administration</td>
<td>$ 535,556</td>
<td>13%</td>
</tr>
<tr>
<td>Operation and maintenance of plant</td>
<td>$ 331,492</td>
<td>14%</td>
</tr>
<tr>
<td>MPSERS UAAL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total operating expenses</td>
<td>$ 2,925,607</td>
<td>12%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Operating income/(loss)</th>
<th>Current Fiscal Year</th>
<th>Prior Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$ 5,342,302</td>
<td>$ 6,123,743</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NON-OPERATING REVENUES:</th>
<th>Current Fiscal Year</th>
<th>Prior Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>State appropriations</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Property tax levy</td>
<td>$ 610</td>
<td>$ 61</td>
</tr>
<tr>
<td>Investment income</td>
<td>$</td>
<td>$ 669</td>
</tr>
<tr>
<td>Unrealized gain (loss) on investments</td>
<td>$</td>
<td>$(188)</td>
</tr>
<tr>
<td>Gifts</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$ 940</td>
<td>$ 300</td>
</tr>
<tr>
<td>Transfers from other funds:</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Restricted grants</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Auxiliary services</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Prior Year GF Fund Balance</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Total Non-operating revenues</td>
<td>$ 1,550</td>
<td>$ 843</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Revenues over/(under) expenses</th>
<th>Current Fiscal Year</th>
<th>Prior Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$ 5,343,852</td>
<td>$ 6,124,585</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Inter Funds Transfers</th>
<th>Current Fiscal Year</th>
<th>Prior Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planned Savings (Building &amp; Site)</td>
<td>$ 164,080</td>
<td>$ 228,488</td>
</tr>
<tr>
<td>Additional Savings (Building &amp; Site)</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Bond Debt Service (Building &amp; Site)</td>
<td>$ 56,318</td>
<td>$ 52,495</td>
</tr>
<tr>
<td>Restricted Grant Match</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Total Transfer to Building &amp; Site</td>
<td>$ 220,398</td>
<td>$ 159,699</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Net increase (decrease) in Net Assets</th>
<th>Current Fiscal Year</th>
<th>Prior Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$ 5,123,454</td>
<td>$ 5,964,886</td>
</tr>
</tbody>
</table>
MID MICHIGAN COMMUNITY COLLEGE
STATEMENT OF REVENUES, EXPENSES
For two month ended August 31, 2015
AUXILIARY FUND

<table>
<thead>
<tr>
<th>REVENUE:</th>
<th>Current Fiscal Year</th>
<th>Prior Fiscal Year</th>
<th>% of Budget</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bookstore</td>
<td>$ 816,118</td>
<td>$ 1,170,420</td>
<td>30%</td>
<td>41%</td>
</tr>
<tr>
<td>Food Service</td>
<td>$ -</td>
<td>$ 15</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Espresso Bar</td>
<td>$ 4,028</td>
<td>$ 3,726</td>
<td>17%</td>
<td>16%</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>$ 820,146</td>
<td>$ 1,174,161</td>
<td>30%</td>
<td>40%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENSES:</th>
<th>Current Fiscal Year</th>
<th>Prior Fiscal Year</th>
<th>% of Budget</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bookstore</td>
<td>$ 460,134</td>
<td>$ 902,127</td>
<td>23%</td>
<td>42%</td>
</tr>
<tr>
<td>Food Service</td>
<td>$ -</td>
<td>$ 135</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Espresso Bar</td>
<td>$ 4,639</td>
<td>$ 4,030</td>
<td>8%</td>
<td>6%</td>
</tr>
<tr>
<td>Auxiliary Services</td>
<td>$ 21,805</td>
<td>$ 20,957</td>
<td>20%</td>
<td>19%</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$ 486,577</td>
<td>$ 927,249</td>
<td>22%</td>
<td>40%</td>
</tr>
</tbody>
</table>

**EXCESS REVENUE OVER EXPENSES** $333,569 $246,912
<table>
<thead>
<tr>
<th>Scholarship &amp; Grant</th>
<th>Current</th>
<th>Year-to-Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation</td>
<td>$72</td>
<td>$180</td>
</tr>
<tr>
<td>Capital Campaign</td>
<td>$120</td>
<td>$1,300</td>
</tr>
<tr>
<td>Northern Tradition</td>
<td>$200</td>
<td>$975</td>
</tr>
<tr>
<td>Lakers Athletic Fund</td>
<td>$30</td>
<td>$1,075</td>
</tr>
<tr>
<td>Manning Ford Scholarship</td>
<td>$220</td>
<td>$450</td>
</tr>
<tr>
<td>Students of Promise Scholarship</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>McDonald Scholarship</td>
<td>$40</td>
<td>$100</td>
</tr>
<tr>
<td>Grabmeyer Scholarship</td>
<td>$20</td>
<td>$50</td>
</tr>
<tr>
<td>IBT Brownson Scholarship</td>
<td>$10</td>
<td>$25</td>
</tr>
<tr>
<td>HRA Scholarship</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>L U V Scholarship</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Men's Basketball</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Women's Basketball</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Bicknell Scholarship</td>
<td>$50</td>
<td>$50</td>
</tr>
<tr>
<td>Lickly Chemistry Scholarship</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Retirees Scholarship</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Mark Wilson Scholarship</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Jerry Freeland Scholarship</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Janice Langdon Scholarship</td>
<td>$300</td>
<td>$300</td>
</tr>
<tr>
<td>Computer Info Systems Scholarship</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Christopher &amp; Estelle Smith Scholarship</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>MidMichigan Medical Center Scholarship</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Churchill Fund</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Clare County MARSP Scholarship</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Catherine King Scholarship</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Visiting Scholar</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>David Land Memorial Fund</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Christina Swan Memorial Scholarship</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Jean Willis OIS Scholarship</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Myers Memorial Scholarship</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Golf Outing</td>
<td>$7,013</td>
<td>$7,538</td>
</tr>
<tr>
<td>Misc Fundraisers</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Buy A Brick</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Gladwin Automotive Scholarship</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Kehoe's Fund</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Gene Haas Scholarship</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Bob &amp; Rosemary Carter Scholarship</td>
<td>$1,000</td>
<td>$1,000</td>
</tr>
<tr>
<td>Rust Shaker</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Sweat Shaker</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Total</td>
<td>$29,682</td>
<td>$36,280</td>
</tr>
</tbody>
</table>
TO: Board of Trustees
FROM: Gail J. Nunamaker, Executive Director of Human Resources GJN
SUBJECT: MMCC STAFFING UPDATE FOR October 6, 2015 MEETING
DATE: 10-06-15

NEW HIRES:

Clara Agardy, Adjunct Faculty, Psychology  Effective: 8-26-15
Clara holds a Bachelor of Science degree in Psychology, and a Master of Arts in Professional Counseling, from Central Michigan University. Clara has worked as a Counselor with ASCC and Ronan Psychological Associates in Mt. Pleasant. She has also worked as a Substitute Teacher with PCMI Educational Contracting Specialist in Portland, MI.

Leona Allen, Certified Nursing Assistant Instructor (TEC)  Effective: 8-24-15
Leona holds an Associate Degree in Nursing from Regency College. Her previous work experience includes working as a Staff Nurse at Tendercare in Clare. She currently works as a Staff Nurse with Pine River Health Care in St. Louis.

Justin Baker, Adjunct Faculty, Economics  Effective: 8-26-15
Justin holds a Bachelor of Science degree from Loyola University of Chicago in Cultural Anthropology, with an emphasis in Economics. He is currently working on his Masters of Arts in Economics from Central Michigan University, with an anticipated graduation in May, 2016. Justin has worked as a Science Program Instructor and Tutor with Living Works after School Program in Chicago, IL, and as a Substitute Teacher with Mt. Pleasant Public Schools. He currently works as a Graduate Assistant in the Department of Economics at CMU.

Kimberly Elmore, Math Lab Support  Effective: 8-26-15
Kim obtained a Bachelor of Arts degree in Elementary Education from Central Michigan University, and holds a Learning Disabilities endorsement. She holds a Master of Arts in
Teaching from Saginaw Valley State University. Kim’s previous work experience includes working as an Early Childhood Developmentally Delayed Teacher with the Bay Arenac Intermediate School District, and as a Substitute Teacher with St. Louis Public Schools and with PCMI Services in Traverse City.

Kenneth (Rusty) Govitz, WRC Support  
**Effective: 8-26-15**

Rusty holds a Bachelor’s degree in English from Alma College. He has worked as a Reporter and Columnist for The Greenville Daily News, and as the Communications Director for the United Way of Midland County. Most recently, Rusty worked as the Communications Director for the Michigan Molecular Institute in Midland.

Carrie House, Adjunct Faculty, Mathematics  
**Effective: 8-29-15**

Carrie holds a Bachelor of Arts degree in Special Education, with a minor in Mathematics, from Aquinas College. She holds a Masters in the Art of Teaching from Marygrove College in Detroit. She currently works with Mt. Pleasant Public Schools as a general and special education math teacher.

Paul Mastrangelo, WRC Support  
**Effective: 8-26-15**

Paul holds a B.A. in Interdisciplinary Liberal Arts from The Evergreen State College in Olympia, WA, and a M.F.A. in Playwriting from Ohio University. His previous work experience includes working as the Executive Director of Odessa Cultural Council in Texas, and as the Associate Director of the Hartford Players Youth Theatre in New York. He has taught Playwriting, Humanities, and English Composition as an Adjunct Faculty member at several institutions and has also worked as a Writing Tutor in Utica, NY.

Heather Merchant, Adjunct Faculty, Psychology  
**Effective: 8-26-15**

Heather holds a Bachelor of Science degree in General Psychology from Central Michigan University, and a Master of Science degree in Psychology from the University of Phoenix. Heather has worked as a Substitute Teacher with the Crawford AuSable School District and as an Adjunct Faculty member with Kirtland Community College since 2012.

Dale Moore, Adjunct Faculty, Computer Information Systems  
**Effective: 8-15-15**

Dale holds a B.S. in Information Technology from Central Michigan University. His previous work experience includes working as a Student Technician with MMCC and CMU. He has worked as a Volunteer Technician with the Chippewa River District Library and an IS Assistant with Central Michigan Health.
Tara Schnell, WRC Support

Tara holds a B.S. degree in Secondary Education from CMU, and a Master of Arts in Human Services Counseling from Liberty University in Virginia. Tara’s previous work experience includes working as a Language Arts Teacher with Houghton Lake Community Schools, and Alternative Education Director with Hemlock Public Schools. Most recently she worked as the Curriculum Instructional Coordinator for the Saginaw Chippewa Indian Tribe of Michigan.

Robert Schuldt, Adjunct Faculty, Economics

Robert holds a Bachelor of Business Administration in Economics from Loyola University and is currently working on his Masters of Economics from Central Michigan University. Robert’s previous work experience includes working as a Banker and Risk Operations Analyst with JP Morgan Chase Bank in Ohio, and as a Project Manager with SalesChain LLC in CT. He currently works as a Graduate Assistant in the Economics Department at CMU.

Jonathan Simmons, Adjunct Faculty, Mathematics

Jonathan holds a B.S. degree in Education from Saginaw Valley University, where he majored in Mathematics Education. He is currently working on his Master of Arts in the Teaching of Mathematics from the University of Detroit Mercy. Jonathan has worked as a Mathematics Teacher with Bay City Public Schools, Bangor Township Schools and with the Early College Alliance at EMU. Most recently, Jonathan worked as an Adjunct Instructor with EMU teaching Developmental Mathematics.

NEW PART-TIME AND STUDENT EMPLOYEES:

Jenae Brown, SI Leader

Effective: 8-25-15

Gabrielle DiGiovanni, SI Leader

Effective: 8-20-15

Adam Everson, Distance Learning Intern

Effective: 8-11-15

Ethan Hall, IT Technical Assistant I

Effective: 8-25-15

Angela Johnson, Student Worker, Bookstore

Effective: 8-17-15

Timothy Maloney, LLS Tutor

Effective: 8-21-15

Olivia McKewen, Student Worker, Bookstore

Effective: 8-17-15

Christopher Smith, IT Technical Assistant I

Effective: 8-24-15

Deja Sylvester, IT Technical Assistant I

Effective: 8-24-15
NEW PART-TIME AND STUDENT EMPLOYEES:

Kevin Tecklenburg, IT Technical Assistant I  
Effective: 8-26-15

MacKenzie Thayer, Student Employee, Bookstore  
Effective: 8-17-15

Madison Vaerten, Student Worker, Advising  
Effective: 8-17-15

Byron Vannest, SI Leader  
Effective: 8-26-15

Matthew Weissenborn, IT Technical Assistant I  
Effective: 8-25-15

REHIRES:

Windy Govitz, CAN Instructor (8-07-15 – 8-19-15)  
Effective: 8-07-15

Yvette Keast, Theatre Coordinator (9-11/15 – 5-20-16)  
Effective: 8-22-15

SECONDARY POSITIONS:

Allan Poole, CWS + Student Worker, Facilities  
Effective: 8-19-15

Bailey Reger, CWS + Substitute Student Worker S & R  
Effective: 8-24-15

Jonathan Simmons, Adjunct Faculty + Math Lab Support  
Effective: 8-29-15

Kenneth Smith, CWS + Student Worker, Financial Aid  
Effective: 8-10-15

TRANSFERS:

Jaime Makela, Title III to SI Leader  
Effective: 8-24-15

Emma Saad, IT Intern I to IT Intern II  
Effective: 8-26-15

SEPARATIONS:

Mary Bowers, CSC Assistant  
Effective: 12-15-14

Nancy Enders, CNA Instructor  
Effective: 1-20-15

Sarah Gariglio, Enrollment Specialist  
Effective: 8-26-15

Emma Gunu, Math Lab Support  
Effective: 8-10-15

Alfons McNeal, Adjunct Instructor, Mathematics  
Effective: 7-20-15

Marlene Michels, Adjunct Instructor, English  
Effective: 8-15-15
SEPARATIONS:

Mackenzie Sheahan, Adjunct Instructor, ECE  
Effective: 8-11-15

Pamela Therin-Hansen, Adjunct Instructor, ECE  
Effective: 8-05-15

Michelle Robinson, CSC Assistant  
Effective: 8-15-15

VACANCIES:

Academic Advisor, Transfer (FT)  
Posting Process

Adjunct Faculty, Mathematics  
Posting Process

Director of Advising & TRIO Grant  
Posting Process

Enrollment Clerk (2 FT positions)  
Posting Process

ESL Consultant (PT)  
Posting Process

Radiography Clinical Coordinator  
Posting Process

TRIO/SSS Grant Success Coach (FT)  
Posting Process

TRIO/SSS Grant Success Coach (PT)  
Posting Process

TRIO/SSS Grant Coordinator  
Posting Process

Welding Lab Technician  
Reposting Process
<table>
<thead>
<tr>
<th>INSTRUCTOR</th>
<th>Beginning Adjunct Term</th>
<th>DEGREE</th>
<th>MAJOR</th>
<th>INSTRUCTIONAL COURSE(S)</th>
<th>Fall 2015 LOAD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ade, John</td>
<td>1998FA</td>
<td>B.S.</td>
<td>Criminal Justice</td>
<td>Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>Agardy, Clara</td>
<td>2015FA</td>
<td>M.A.</td>
<td>Professional Counseling</td>
<td>Psychology</td>
<td>6</td>
</tr>
<tr>
<td>Agosta, Angela</td>
<td>2012FA</td>
<td>D.T.P</td>
<td>Physical Therapy</td>
<td>Physical Therapy Asst.</td>
<td>7.5</td>
</tr>
<tr>
<td>Allen, Kevin</td>
<td>2007FA</td>
<td>M.S.</td>
<td>Herpetology, Conservation Biology</td>
<td>Biological Sciences</td>
<td>10</td>
</tr>
<tr>
<td>Alton, Colin (L)</td>
<td>2009FA</td>
<td>B.S.</td>
<td>Math &amp; Computer Science</td>
<td>Mathematics</td>
<td>14</td>
</tr>
<tr>
<td>Anderson, Paul</td>
<td>2014FA</td>
<td>M.A.</td>
<td>English</td>
<td>English</td>
<td>12</td>
</tr>
<tr>
<td>Angelosanto, Phillip</td>
<td>2009FA</td>
<td>M.A.</td>
<td>History</td>
<td>History</td>
<td>3</td>
</tr>
<tr>
<td>Ankney, Patricia</td>
<td>2015FA</td>
<td>M.A.</td>
<td>General Education Administration</td>
<td>English</td>
<td>6</td>
</tr>
<tr>
<td>Bader, Ashley</td>
<td>2015FA</td>
<td>M.A.</td>
<td>Professional Counseling</td>
<td>Health Education</td>
<td>3</td>
</tr>
<tr>
<td>Bailey, Margaret</td>
<td>2013FA</td>
<td>B.A.</td>
<td>Child Development</td>
<td>Early Childhood Education</td>
<td>4</td>
</tr>
<tr>
<td>Baker, Justin</td>
<td>2015FA</td>
<td>B.S.</td>
<td>Cultural Anthropology/Econ</td>
<td>Economics</td>
<td>3</td>
</tr>
<tr>
<td>Balch, Brian</td>
<td>2015FA</td>
<td>M.A.</td>
<td>Music</td>
<td>Music (Direct Credit)</td>
<td>3</td>
</tr>
<tr>
<td>Balzer, Travis</td>
<td>2014FA</td>
<td>M.A.</td>
<td>Education</td>
<td>Political Science (Direct Credit)</td>
<td>3</td>
</tr>
<tr>
<td>Battaglia, Mary</td>
<td>1997WI</td>
<td>B.S.</td>
<td>Human Resources Management, Business</td>
<td>Business Information Systems</td>
<td>9</td>
</tr>
<tr>
<td>Beilfuss, Svetlana</td>
<td>2013SP</td>
<td>B.S.</td>
<td>Applied Economics</td>
<td>Economics</td>
<td>6</td>
</tr>
<tr>
<td>Bond, Jeremy</td>
<td>2001WI</td>
<td>M.A.</td>
<td>Community Development, Public Administration</td>
<td>Business Information</td>
<td>9</td>
</tr>
<tr>
<td>Bowers, Lori</td>
<td>2013FA</td>
<td>M.A.</td>
<td>Educational Technology</td>
<td>CIS</td>
<td>6</td>
</tr>
<tr>
<td>Boyer, Steven</td>
<td>1997FA</td>
<td>M.A.</td>
<td>Teaching</td>
<td>Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>Bradac, John</td>
<td>1989SP</td>
<td>M.S.</td>
<td>Police Administration, Industrial Security</td>
<td>Criminal Justice System</td>
<td>6</td>
</tr>
<tr>
<td>Brake, Thomas</td>
<td>2011FA</td>
<td>A.A.</td>
<td>Applied Science</td>
<td>Automotive Services</td>
<td>6</td>
</tr>
<tr>
<td>Briggs, Julie</td>
<td>2004FA</td>
<td>B.S.N.</td>
<td>Nursing</td>
<td>Nursing</td>
<td>11</td>
</tr>
<tr>
<td>Britt, Stefan</td>
<td>2010FA</td>
<td>M.A.</td>
<td>English Language &amp; Literature</td>
<td>English</td>
<td>12</td>
</tr>
<tr>
<td>Brown, Tom</td>
<td>2012FA</td>
<td>B.S.</td>
<td>Education</td>
<td>History</td>
<td>3</td>
</tr>
<tr>
<td>Carr, Julie</td>
<td>2014WI</td>
<td>M.A.</td>
<td>Program Health Education</td>
<td>Speech</td>
<td>3</td>
</tr>
<tr>
<td>Carrier, Jeremy</td>
<td>2013WI</td>
<td>B.S.</td>
<td>Facilities Management</td>
<td>Drafting</td>
<td>6</td>
</tr>
<tr>
<td>Chamberlin, Jessica (L)</td>
<td>2008WI</td>
<td>M.A.</td>
<td>Sociology</td>
<td>Sociology</td>
<td>12</td>
</tr>
<tr>
<td>Christensen, Julie</td>
<td>2007WI</td>
<td>M.A.</td>
<td>Spanish</td>
<td>Spanish</td>
<td>4</td>
</tr>
<tr>
<td>Chulski, Josh</td>
<td>2010FA</td>
<td>Ph.D.</td>
<td>Osteopathy</td>
<td>Biological Sciences, Allied Health</td>
<td>8</td>
</tr>
<tr>
<td>Clark, Anita</td>
<td>2013WI</td>
<td>B.S.</td>
<td>Health &amp; Wellness</td>
<td>Allied Health</td>
<td>4</td>
</tr>
<tr>
<td>INSTRUCTOR</td>
<td>Beginning Adjunct Term</td>
<td>DEGREE</td>
<td>MAJOR</td>
<td>INSTRUCTIONAL COURSE(S)</td>
<td>Fall 2015 LOAD</td>
</tr>
<tr>
<td>--------------------------</td>
<td>------------------------</td>
<td>-------------</td>
<td>--------------------------------------</td>
<td>-------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Clark, Brian</td>
<td>2002 FA</td>
<td>M.A. Math</td>
<td>Mathematics</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Clark, James</td>
<td>2006WI</td>
<td>Certificate</td>
<td>Welding</td>
<td></td>
<td>12</td>
</tr>
<tr>
<td>Corlis, Wayne</td>
<td>2013FA</td>
<td>M.B.A. Human Resources</td>
<td>Business, Accounting</td>
<td></td>
<td>11</td>
</tr>
<tr>
<td>Cortez III, Hernan</td>
<td>2011WI</td>
<td>M.A. History</td>
<td>Philosophy, History</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Cortez, Lori</td>
<td>2014FA</td>
<td>Ph.D Educational Leadership</td>
<td>Political Science</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Craycraft, Michael</td>
<td>2015WI</td>
<td>A.A. Machine Tool Technology</td>
<td>Industrial Technology</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Cronk, Richard</td>
<td>2005WI</td>
<td>B.S. Sociology</td>
<td>Sociology</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Currey, Michelle</td>
<td>2015FA</td>
<td>M.A. English Literature</td>
<td>English</td>
<td></td>
<td>9</td>
</tr>
<tr>
<td>Curtiss-Tomaski, Kendra</td>
<td>2000FA</td>
<td>M.A. Child Development</td>
<td>Early Childhood Education</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Danville, Paula</td>
<td>2015FA</td>
<td>B.S. Nursing</td>
<td>Nursing</td>
<td></td>
<td>10</td>
</tr>
<tr>
<td>Darlington, Carol</td>
<td>1985FA</td>
<td>M.A. Educational Administration</td>
<td>Psychology</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Derscheid, Larry</td>
<td>1985FA</td>
<td>M.S. Physics</td>
<td>Physics, Mathematics</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Devenney, Andrew</td>
<td>2004WI</td>
<td>Ph.D. History</td>
<td>History</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Doke, Lesa</td>
<td>2014WI</td>
<td>M.F.A. Fine Arts</td>
<td>Art</td>
<td></td>
<td>12</td>
</tr>
<tr>
<td>Donahue, Brent</td>
<td>2014FA</td>
<td>B.A. Theatre Arts</td>
<td>Theatre and Interpretation</td>
<td></td>
<td>10</td>
</tr>
<tr>
<td>Doran-Fisher, Ryan</td>
<td>2004FA</td>
<td>M.A. English Literature</td>
<td>Philosophy</td>
<td></td>
<td>9</td>
</tr>
<tr>
<td>Doyle, Randall</td>
<td>2012FA</td>
<td>Ph.D. History</td>
<td>History, Political Science</td>
<td>Business Information Systems</td>
<td>9</td>
</tr>
<tr>
<td>Dukes, Monica</td>
<td>2008FA</td>
<td>B.S. Secondary English Education</td>
<td>Business Information Systems</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Durfee, Amy</td>
<td>2002FA</td>
<td>B.S. Biology/German</td>
<td>German</td>
<td></td>
<td>4</td>
</tr>
<tr>
<td>Dziedzic, Ryan (L)</td>
<td>2009WI</td>
<td>M.S. Conservation Biology</td>
<td>Biological Sciences</td>
<td></td>
<td>14</td>
</tr>
<tr>
<td>Elden, Eve (L)</td>
<td>2002FA</td>
<td>M.S. Education</td>
<td>English</td>
<td></td>
<td>9</td>
</tr>
<tr>
<td>Fabiano, Theresa</td>
<td>2013WI</td>
<td>B.M.E. Music Education</td>
<td>Music</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Farrell, Joshua</td>
<td>2000WI</td>
<td>J.D. Law</td>
<td>Criminal Justice System</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Fischer, Kimberly</td>
<td>2009FA</td>
<td>M.B.A. Entrepreneurial Management</td>
<td>Business</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Foraker, Tyler</td>
<td>2008WI</td>
<td>B.S. Secondary Education</td>
<td>Geology</td>
<td></td>
<td>8</td>
</tr>
<tr>
<td>Fraye, Christopher</td>
<td>2014FA</td>
<td>A.B.S. Baccalaureatte Studies</td>
<td>Physical Education</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Gage, Cheryl</td>
<td>2011FA</td>
<td>B.S.N. Nursing</td>
<td>Nursing</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Gage, Norman</td>
<td>2007WI</td>
<td>J.D. Law</td>
<td>Criminal Justice</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Garver, Janet</td>
<td>1986SP</td>
<td>B.A. Business Administration</td>
<td>Accounting</td>
<td></td>
<td>11</td>
</tr>
<tr>
<td>INSTRUCTOR</td>
<td>Beginning Adjunct Term</td>
<td>DEGREE</td>
<td>MAJOR</td>
<td>INSTRUCTIONAL COURSE(S)</td>
<td>Fall 2015 LOAD</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>------------------------</td>
<td>--------</td>
<td>---------------------------------</td>
<td>-----------------------------</td>
<td>---------------</td>
</tr>
<tr>
<td>Goethe, Corey</td>
<td>2002FA</td>
<td>M.A.</td>
<td>Library and Information Science</td>
<td>English</td>
<td>3</td>
</tr>
<tr>
<td>Gombosh, Magen</td>
<td>2010FA</td>
<td>M.A.</td>
<td>Professional Counseling</td>
<td>Psychology</td>
<td>14</td>
</tr>
<tr>
<td>Greer, Shelly</td>
<td>1990SP</td>
<td>M.A.</td>
<td>Ceramics</td>
<td></td>
<td>12</td>
</tr>
<tr>
<td>Griffis, Jamie</td>
<td>2015WI</td>
<td>M.A.</td>
<td>Recreation &amp; Parks Administration</td>
<td>Sociology</td>
<td>3</td>
</tr>
<tr>
<td>Griffis, McCarther</td>
<td>2011FA</td>
<td>M.A.</td>
<td>Sociology, Criminal Justice</td>
<td>Sociology</td>
<td>3</td>
</tr>
<tr>
<td>Gross, Jerry</td>
<td>2009FA</td>
<td>B.S.</td>
<td>English</td>
<td>Speech</td>
<td>6</td>
</tr>
<tr>
<td>Guiliani, Robert</td>
<td>1985FA</td>
<td>M.S.</td>
<td>Chemistry, Photography</td>
<td>Art</td>
<td>12</td>
</tr>
<tr>
<td>Gursky, Ranay</td>
<td>2015FA</td>
<td>M.A.</td>
<td>Education</td>
<td>Early Childhood Education</td>
<td>4</td>
</tr>
<tr>
<td>Hansen, Pamela A.</td>
<td>2014FA</td>
<td>B.S.</td>
<td>Biology</td>
<td>Allied Health</td>
<td>4</td>
</tr>
<tr>
<td>Harms, Thomas</td>
<td>1991FA</td>
<td>B.S.</td>
<td>Accounting</td>
<td>Accounting</td>
<td>3</td>
</tr>
<tr>
<td>Harvey, Jason</td>
<td>2014FA</td>
<td>M.A.</td>
<td>English</td>
<td>English (Direct Credit)</td>
<td>3</td>
</tr>
<tr>
<td>Hathaway, Lori</td>
<td>2015FA</td>
<td>M.A.</td>
<td>Teaching</td>
<td>Speech (Direct Credit)</td>
<td>6</td>
</tr>
<tr>
<td>Hayden, Genine</td>
<td>2011FA</td>
<td>B.A.</td>
<td>Social Science</td>
<td>Sociology</td>
<td>9</td>
</tr>
<tr>
<td>Heber, Sue</td>
<td>2011FA</td>
<td>B.S.</td>
<td>Health Information Management</td>
<td>Allied Health</td>
<td>3</td>
</tr>
<tr>
<td>Heyart, Robert</td>
<td>2013FA</td>
<td>M.A.</td>
<td>Speech</td>
<td>Speech</td>
<td>9</td>
</tr>
<tr>
<td>Hilliard, Jerome</td>
<td>2009SP</td>
<td>M.B.A.</td>
<td>Management</td>
<td>Economics, Business</td>
<td>12</td>
</tr>
<tr>
<td>Hood, Susan</td>
<td>2009FA</td>
<td>M.A.</td>
<td>Journalism</td>
<td>English, Journalism</td>
<td>6</td>
</tr>
<tr>
<td>Horrocks, Ray</td>
<td>2010FA</td>
<td>M.B.A.</td>
<td>Business Administration</td>
<td>Business</td>
<td>12</td>
</tr>
<tr>
<td>House, Carrie</td>
<td>2015FA</td>
<td>B.A.</td>
<td>Learning Disabilities</td>
<td>Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>Huff, Krista</td>
<td>2014WI</td>
<td>B.S.</td>
<td>Community Health Education</td>
<td>Health Education</td>
<td>6</td>
</tr>
<tr>
<td>Jankoviak, Michael</td>
<td>2001WI</td>
<td>Ph.D</td>
<td>Philosophy</td>
<td>Philosophy</td>
<td>3</td>
</tr>
<tr>
<td>John, Dara</td>
<td>2001FA</td>
<td>M.A.</td>
<td>Sociology</td>
<td>Sociology</td>
<td>6</td>
</tr>
<tr>
<td>Johnston, Michael</td>
<td>2001WI</td>
<td>M.A.</td>
<td>Fine Art</td>
<td>Humanities</td>
<td>6</td>
</tr>
<tr>
<td>Joshua, Pineniece</td>
<td>2011FA</td>
<td>B.A.</td>
<td>Anthropology</td>
<td>Social Science, Religion</td>
<td>6</td>
</tr>
<tr>
<td>Juday, Karen</td>
<td>2006WI</td>
<td>B.A.</td>
<td>Information Management</td>
<td>CIS</td>
<td>3</td>
</tr>
<tr>
<td>Keast, Yvette</td>
<td>2008WI</td>
<td>A.A.</td>
<td>Baccalaureate Studies</td>
<td>Theatre and Interpretation</td>
<td>3</td>
</tr>
<tr>
<td>Kedrowski, Ann</td>
<td>2001FA</td>
<td>M.A.</td>
<td>Education</td>
<td>English</td>
<td>8</td>
</tr>
<tr>
<td>Kindermann, Elizabeth</td>
<td>1994FA</td>
<td>M.A.</td>
<td>Elementary Administration</td>
<td>Speech</td>
<td>12</td>
</tr>
<tr>
<td>Kish, Brandon</td>
<td>2011FA</td>
<td>B.S.</td>
<td>Computer Science</td>
<td>Computer Information Systems</td>
<td>6</td>
</tr>
<tr>
<td>INSTRUCTOR</td>
<td>Beginning Adjunct Term</td>
<td>DEGREE</td>
<td>MAJOR</td>
<td>INSTRUCTIONAL COURSE(S)</td>
<td>Fall 2015 LOAD</td>
</tr>
<tr>
<td>---------------------</td>
<td>------------------------</td>
<td>--------</td>
<td>----------------------------</td>
<td>---------------------------------</td>
<td>---------------</td>
</tr>
<tr>
<td>Klaueke, Jonathan</td>
<td>2014WI</td>
<td>M.S.</td>
<td>History</td>
<td>History</td>
<td>12</td>
</tr>
<tr>
<td>Kliewoneit, Chris</td>
<td>1985FA</td>
<td>A.A.</td>
<td>Data Processing</td>
<td>CIS</td>
<td>6</td>
</tr>
<tr>
<td>Kraus, Karl</td>
<td>2013FA</td>
<td>J.D.</td>
<td>Law</td>
<td>Political Science</td>
<td>6</td>
</tr>
<tr>
<td>Lebsack, Scott</td>
<td>2015FA</td>
<td>B.A.</td>
<td>Biology/Chemistry</td>
<td>Biology (Direct Credit)</td>
<td>8</td>
</tr>
<tr>
<td>Ledford, Barney</td>
<td>1993FA</td>
<td>B.A.</td>
<td>Criminal Justice</td>
<td>Criminal Justice</td>
<td>6</td>
</tr>
<tr>
<td>Lefever, Donna</td>
<td>2006FA</td>
<td>B.A.</td>
<td>Nursing</td>
<td>Nursing</td>
<td>6</td>
</tr>
<tr>
<td>Lenar, Linda</td>
<td>2013FA</td>
<td>B.S.</td>
<td>Biology</td>
<td>Mathematics</td>
<td>13</td>
</tr>
<tr>
<td>Long, Joshua</td>
<td>2015FA</td>
<td>M.A.</td>
<td>Business Administration</td>
<td>Business</td>
<td>3</td>
</tr>
<tr>
<td>Long-Kish, Shaelynn</td>
<td>2009FA</td>
<td>M.A.</td>
<td>Educational Technology</td>
<td>English</td>
<td>9</td>
</tr>
<tr>
<td>Longnecker, Gerald</td>
<td>2001SU</td>
<td>M.A.</td>
<td>School Psychology</td>
<td>Speech, Psychology</td>
<td>9</td>
</tr>
<tr>
<td>Lowe, LauraLee</td>
<td>2004FA</td>
<td>B.S.</td>
<td>Biology</td>
<td>Math</td>
<td>12</td>
</tr>
<tr>
<td>Lundin, Andrea</td>
<td>2012WI</td>
<td>B.S.</td>
<td>Education</td>
<td>Science</td>
<td>8</td>
</tr>
<tr>
<td>Mason, Kenneth</td>
<td>2013FA</td>
<td>M.A.</td>
<td>Organizational Management</td>
<td>CIS</td>
<td>12</td>
</tr>
<tr>
<td>McGuire, Karen</td>
<td>2013SP</td>
<td>M.S.</td>
<td>Occupational Education</td>
<td>Accounting</td>
<td>12</td>
</tr>
<tr>
<td>McGuirk, Angela</td>
<td>2007WI</td>
<td>M.S.</td>
<td>Chemistry</td>
<td>Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>McNicol, Christopher</td>
<td>2006FA</td>
<td>B.S.</td>
<td>Earth Science</td>
<td>Mathematics</td>
<td>12</td>
</tr>
<tr>
<td>Mercer, Karen</td>
<td>2006WI</td>
<td>M.S.</td>
<td>Health Services Administration</td>
<td>Allied Health</td>
<td>9</td>
</tr>
<tr>
<td>Merchant, Heather</td>
<td>2015FA</td>
<td>M.S.</td>
<td>Psychology</td>
<td>Psychology</td>
<td>9</td>
</tr>
<tr>
<td>Meyer, Cheryl</td>
<td>2006FA</td>
<td>M.A.</td>
<td>English</td>
<td>English</td>
<td>4</td>
</tr>
<tr>
<td>Miller, Diane (L.)</td>
<td>2015FA</td>
<td>Ph.D.</td>
<td>Communications</td>
<td>Speech</td>
<td>12</td>
</tr>
<tr>
<td>Miller, Jonathon</td>
<td>2004SP</td>
<td>B.S.</td>
<td>Earth Science</td>
<td>Geology, Physical Science</td>
<td>12</td>
</tr>
<tr>
<td>Moore, Dale</td>
<td>2015FA</td>
<td>B.S.</td>
<td>Information Technology</td>
<td>CIS</td>
<td>3</td>
</tr>
<tr>
<td>Moreau, Dan</td>
<td>2015FA</td>
<td>Certificate</td>
<td>Welding</td>
<td>Welding</td>
<td>8</td>
</tr>
<tr>
<td>Nawrot, Frank</td>
<td>2015FA</td>
<td>M.A.</td>
<td>Music</td>
<td>Music</td>
<td>3</td>
</tr>
<tr>
<td>Nehil, Kevin</td>
<td>2009FA</td>
<td>M.A.</td>
<td>History</td>
<td>History</td>
<td>6</td>
</tr>
<tr>
<td>Norgrove, Alicia</td>
<td>2013FA</td>
<td>B.A.</td>
<td>Childhood Education</td>
<td>ESL</td>
<td>6</td>
</tr>
<tr>
<td>Orlrich, Bradley</td>
<td>2005WI</td>
<td>B.F.A.</td>
<td>Graphic Design</td>
<td>Art</td>
<td>9</td>
</tr>
<tr>
<td>Painter, Amy</td>
<td>2013WI</td>
<td>B.S.N.</td>
<td>Nursing</td>
<td>Nursing</td>
<td>10</td>
</tr>
<tr>
<td>Paquin, James</td>
<td>2006WI</td>
<td>B.S.</td>
<td>Business Administration</td>
<td>Mathematics</td>
<td>9</td>
</tr>
<tr>
<td>INSTRUCTOR</td>
<td>Beginning Adjunct Term</td>
<td>DEGREE</td>
<td>MAJOR</td>
<td>INSTRUCTIONAL COURSE(S)</td>
<td>Fall 2015 LOAD</td>
</tr>
<tr>
<td>-------------------------</td>
<td>------------------------</td>
<td>------------</td>
<td>------------------------------</td>
<td>------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Pechacek, Stacey</td>
<td>2014WI</td>
<td>B.A.</td>
<td>Communication</td>
<td>Speech</td>
<td>6</td>
</tr>
<tr>
<td>Pellerito, Chris</td>
<td>2008WI</td>
<td>M.A.</td>
<td>Teaching/Reading</td>
<td>Speech</td>
<td>3</td>
</tr>
<tr>
<td>Phillips, Lloyd Joseph</td>
<td>1985FA</td>
<td>M.A.</td>
<td>Psychology</td>
<td>Psychology, Sociology</td>
<td>6</td>
</tr>
<tr>
<td>Phillips, Daryl</td>
<td>2001WI</td>
<td>M.A.</td>
<td>Educational Administration</td>
<td>Psychology</td>
<td>9</td>
</tr>
<tr>
<td>Plevinski, Justin</td>
<td>2011FA</td>
<td>M.A.</td>
<td>Humanities</td>
<td>CIS</td>
<td>12</td>
</tr>
<tr>
<td>Prescott, Dave</td>
<td>2009WI</td>
<td>M.A.</td>
<td>Counseling</td>
<td>French</td>
<td>4</td>
</tr>
<tr>
<td>Priebe, April</td>
<td>2013FA</td>
<td>B.S.</td>
<td>Speech</td>
<td>Speech</td>
<td>9</td>
</tr>
<tr>
<td>Radell, Karen</td>
<td>2014FA</td>
<td>Ph.D</td>
<td>English</td>
<td>English/Humanities</td>
<td>6</td>
</tr>
<tr>
<td>Ratkos, Ronald</td>
<td>2008FA</td>
<td>B.S.</td>
<td>Music Education, Biology</td>
<td>Science</td>
<td>4</td>
</tr>
<tr>
<td>Reimer, Deborah</td>
<td>2012WI</td>
<td>B.S.N.</td>
<td>Nursing</td>
<td>Nursing</td>
<td>11</td>
</tr>
<tr>
<td>Rogers, Dale</td>
<td>2014FA</td>
<td>M.A.</td>
<td>Educational Leadership</td>
<td>Economics &amp; Political Science</td>
<td>3</td>
</tr>
<tr>
<td>Rohen, Melissa</td>
<td>2006FA</td>
<td>B.A.</td>
<td>English</td>
<td>English</td>
<td>3</td>
</tr>
<tr>
<td>Rubenacker, Johnnie</td>
<td>2012FA</td>
<td>&lt;A.A.</td>
<td>Tool Making Apprenticeship</td>
<td>Industrial Technology</td>
<td>7</td>
</tr>
<tr>
<td>Sanderson, Kristen</td>
<td>2003FA</td>
<td>B.S.</td>
<td>Spanish</td>
<td>Spanish</td>
<td>4</td>
</tr>
<tr>
<td>Sassin, Anthony</td>
<td>2008FA</td>
<td>B.S.</td>
<td>English Education</td>
<td>English</td>
<td>13</td>
</tr>
<tr>
<td>Saxton, Ellen</td>
<td>2008WI</td>
<td>M.S.</td>
<td>Conservation Biology</td>
<td>Biology</td>
<td>12</td>
</tr>
<tr>
<td>Schafer, Ronald</td>
<td>2015FA</td>
<td>J.D.</td>
<td>Law</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>Schmittner, Brian</td>
<td>2010FA</td>
<td>B.S.</td>
<td>Mathematics</td>
<td>Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>Schneider, Penny</td>
<td>2015FA</td>
<td>B.B.A.</td>
<td>Management</td>
<td>Economics/Business</td>
<td>6</td>
</tr>
<tr>
<td>Schuld, Robert</td>
<td>2015FA</td>
<td>B.B.A.</td>
<td>Business Administration/Econ</td>
<td>Economics</td>
<td>3</td>
</tr>
<tr>
<td>Schultz, Thomas</td>
<td>2008FA</td>
<td>M.S.</td>
<td>Microbiology</td>
<td>Biological Sciences</td>
<td>6</td>
</tr>
<tr>
<td>Scofield, Jeffrey</td>
<td>2008FA</td>
<td>M.S.</td>
<td>Biology</td>
<td>Biological Sciences</td>
<td>7</td>
</tr>
<tr>
<td>Scott, Meaghan</td>
<td>2012FA</td>
<td>M.A.</td>
<td>Teaching</td>
<td>Speech</td>
<td>6</td>
</tr>
<tr>
<td>Shea, Kim</td>
<td>2011FA</td>
<td>M.B.A.</td>
<td>Business Administration</td>
<td>Business, Speech</td>
<td>9</td>
</tr>
<tr>
<td>Shurtliff, Jay</td>
<td>2015FA</td>
<td>M.A.</td>
<td>Telecommunications</td>
<td>Art</td>
<td>3</td>
</tr>
<tr>
<td>Shurtliff, Lavana</td>
<td>2010FA</td>
<td>B.A.</td>
<td>Fine Arts</td>
<td>Art</td>
<td>3</td>
</tr>
<tr>
<td>Simmons, Johathan</td>
<td>2015FA</td>
<td>B.S.</td>
<td>Mathematics</td>
<td>Mathematics</td>
<td>6</td>
</tr>
<tr>
<td>Simon, Chad</td>
<td>2003WI</td>
<td>B.S.</td>
<td>Physical Education</td>
<td>Physical Education</td>
<td>1</td>
</tr>
<tr>
<td>Skinner, John</td>
<td>2013FA</td>
<td>M.S.</td>
<td>Health Services Administration</td>
<td>Radiography</td>
<td>4</td>
</tr>
<tr>
<td>INSTRUCTOR</td>
<td>Beginning Adjunct Term</td>
<td>DEGREE</td>
<td>MAJOR</td>
<td>INSTRUCTIONAL COURSE(S)</td>
<td>Fall 2015 LOAD</td>
</tr>
<tr>
<td>----------------------</td>
<td>------------------------</td>
<td>--------</td>
<td>------------------------------</td>
<td>-------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Smith, James</td>
<td>2009WI</td>
<td>M.A.</td>
<td>Experimental Psychology</td>
<td>Psychology</td>
<td>12</td>
</tr>
<tr>
<td>Smith, William</td>
<td>2015FA</td>
<td>A.A.S.</td>
<td>Drafting and Design</td>
<td>Drafting</td>
<td>3</td>
</tr>
<tr>
<td>St. Denis, Marcia</td>
<td>2014FA</td>
<td>M.A.</td>
<td>Early Childhood Education</td>
<td>Early Childhood Education</td>
<td>4</td>
</tr>
<tr>
<td>Stabenow, Donald</td>
<td>2011WI</td>
<td>M.A.</td>
<td>Physical Education</td>
<td>BIS</td>
<td>6</td>
</tr>
<tr>
<td>Stewart, Thomas</td>
<td>2013SP</td>
<td>J.D.</td>
<td>Law</td>
<td>Politics, History</td>
<td>3</td>
</tr>
<tr>
<td>Stoike, Jamison</td>
<td>2008FA</td>
<td>M.A.</td>
<td>Career &amp; Technology Education</td>
<td>Industrial Technology</td>
<td>12</td>
</tr>
<tr>
<td>Stout, Samuel</td>
<td>2011FA</td>
<td>B.S.</td>
<td>Communications Digital Media</td>
<td>Speech</td>
<td>6</td>
</tr>
<tr>
<td>Tesner, Dawn</td>
<td>2007WI</td>
<td>Ph.D.</td>
<td>Health Education</td>
<td>Pharmacy</td>
<td>3</td>
</tr>
<tr>
<td>Theisen, Tim</td>
<td>2015FA</td>
<td>Certificate</td>
<td>Criminal Justice</td>
<td>Criminal Justice</td>
<td>9</td>
</tr>
<tr>
<td>Tomac, Rebecca</td>
<td>2015FA</td>
<td>M.S.</td>
<td>Business Psychology</td>
<td>Business</td>
<td>3</td>
</tr>
<tr>
<td>Tuckey, Terry</td>
<td>2015FA</td>
<td>Certificate</td>
<td>Automotive Services, Welding</td>
<td>Automotive Service (Direct Credit)</td>
<td>10</td>
</tr>
<tr>
<td>Uddin-Ahmed, Syed (L)</td>
<td>2015FA</td>
<td>M.A.</td>
<td>Modern World History</td>
<td>History/Political Science</td>
<td>15</td>
</tr>
<tr>
<td>Walter, Frederick</td>
<td>2013FA</td>
<td>M.A.</td>
<td>Psychology</td>
<td>Psychology</td>
<td>6</td>
</tr>
<tr>
<td>Warakomski, John</td>
<td>2013FA</td>
<td>Ph.D./B.S.N</td>
<td>Philosophy/Nursing</td>
<td>Nursing</td>
<td>10</td>
</tr>
<tr>
<td>Weaver, William</td>
<td>2014FA</td>
<td>M.A.</td>
<td>American History &amp; Government</td>
<td>Economics/History &amp; Political Science</td>
<td>3</td>
</tr>
<tr>
<td>Weiss, Thomas</td>
<td>2013FA</td>
<td>J.D.</td>
<td>Law</td>
<td>Criminal Justice</td>
<td>6</td>
</tr>
<tr>
<td>Wetmore, Clair</td>
<td>2010FA</td>
<td>M.A.</td>
<td>Educational Leadership</td>
<td>Math</td>
<td>8</td>
</tr>
<tr>
<td>Wiles, Perry</td>
<td>1998FA</td>
<td>M.S.</td>
<td>Career &amp; Technical Education</td>
<td>Automotive Service</td>
<td>9</td>
</tr>
<tr>
<td>Wilkerson, Angelee</td>
<td>2011WI</td>
<td>B.S.</td>
<td>Environmental Science</td>
<td>Pharmacy</td>
<td>2</td>
</tr>
<tr>
<td>Willing, Karen</td>
<td>2007WI</td>
<td>Ph.D.</td>
<td>Organizational Management</td>
<td>Political Science/Philosophy</td>
<td>12</td>
</tr>
<tr>
<td>Wilson, Scott</td>
<td>2011WI</td>
<td>M.S.</td>
<td>Environmental Science</td>
<td>Chemistry</td>
<td>7</td>
</tr>
<tr>
<td>Wing, Jacob</td>
<td>2014FA</td>
<td>M.A.</td>
<td>Educational Leadership</td>
<td>English</td>
<td>3</td>
</tr>
<tr>
<td>Wittig, Eric</td>
<td>2007FA</td>
<td>B.S.</td>
<td>Math, Statistics</td>
<td>Math</td>
<td>11</td>
</tr>
<tr>
<td>Wylie, George</td>
<td>2004FA</td>
<td>B.A.</td>
<td>Secondary Education: History</td>
<td>History</td>
<td>12</td>
</tr>
<tr>
<td>Wylls, Brian</td>
<td>2006FA</td>
<td>M.S.</td>
<td>Computer Science</td>
<td>CIS</td>
<td>9</td>
</tr>
<tr>
<td>Wyman, Christopher</td>
<td>2013FA</td>
<td>B.S.</td>
<td>English</td>
<td>English</td>
<td>12</td>
</tr>
<tr>
<td>Yuille, Nathan</td>
<td>2006FA</td>
<td>M.A.</td>
<td>Accounting</td>
<td>Economics</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Adjunct: 172
Total Contact Hours: 1188.50
## 2015 LOAD REPORT

<table>
<thead>
<tr>
<th>INSTRUCTOR</th>
<th>Beginning Adjunct Term</th>
<th>DEGREE</th>
<th>MAJOR</th>
<th>INSTRUCTIONAL COURSE(S)</th>
<th>Fall 2015 LOAD</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Educational Summary</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>&lt; A.A.</td>
<td></td>
<td>5</td>
<td>2.91%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A.A.</td>
<td></td>
<td>6</td>
<td>3.49%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B.A. or B.S.</td>
<td></td>
<td>60</td>
<td>34.88%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>M.A. or M.S.</td>
<td></td>
<td>84</td>
<td>48.84%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doctorate</td>
<td></td>
<td>17</td>
<td>9.88%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>172</td>
<td>100.00%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Agenda Item IV-A: Campus Master Plan

Board Consideration: Action

Background:

Pursuant to the Board action in April, the Neumann Smith Architects have provided a Campus Master Plan that includes three components: A Facilities Conditions Assessment, Infrastructure Analysis, and a Master Plan for Future Growth. Representatives of Neumann Smith will be in attendance to present the plan to the Board.

Recommendation:

It is recommended the Board accept the Campus Master Plan as presented and approve the attached resolution.
WHEREAS, the Board of Trustees accepts the Campus Master Plan prepared by Neumann/Smith Architects and approves its use in the Capital Outlay Submission to the State of Michigan in 2015. Such approval does not commit the College to all aspects of the Campus Master Plan nor does it bind the Board from advancing and adopting alternative plans.

THEREFORE BE IT RESOLVED THAT the Board of Trustees accepts the Campus Master Plan prepared by Neumann/Smith Architects and approves its use in the Capital Outlay Submission to the State of Michigan in 2015.

Ayes: Trustees

Nays: Trustees

Resolution declared adopted this sixth day of October, 2015.

_________________________________________________
Richard S. Allen, Jr., Board Secretary
Agenda Item IV-B: Health Insurance Update

Board Consideration: Information

Background:

President Hammond will present a Health Insurance update.

Recommendation:

None.
Agenda Item IV-C: Oil & Gas Lease

Board Consideration: Information

Background:

President Hammond will review the new proposed Oil & Gas Lease. The most recent version of the lease is attached.

Recommendation:

None.
OIL, GAS AND MINERAL LEASE
(PAID-UP LEASE)

This Oil, Gas and Mineral Lease, made and entered into this day of October, 2015, is by and between Mid-Michigan Community College whose address is 1375 S, Clare Ave., Harrison, Michigan 48625, (hereinafter referred to as “Lessor”) and Marathon Oil Company whose address is 5555 San Felipe, Houston, Texas 77056-2701 (hereinafter referred to as “Lessee”).

For and in consideration of one or more dollars paid in hand and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessor hereby grants, demises, leases, and lets exclusively unto Lessee for the purposes of (i) investigating, exploring, prospecting, drilling, mining, completing, equipping, developing, and operating for, and producing, (a) any oil, natural gas, distillate, casinghead gas, condensate, and all other associated hydrocarbons of whatsoever nature or kind, (hereinafter referred to as “Oil and Gas”) (b) any other non-hydrocarbon substances including without limitation water, brine, carbon dioxide, sulphur, potassium, and any other minerals or by-products resulting from the aforementioned activities, (hereinafter referred to as “Other Constituents”), and (ii) all ancillary activities related to the activities described above, including without limitation conducting secondary, tertiary, and other recovery operations, conducting geophysical, seismic, drilling stratigraphic test wells, coring and other exploration activities, injecting gases, fluids, and other substances into subsurface strata, establishing and utilizing facilities for the disposition and Other Constituents, laying pipelines, storing Oil and Gas and/or Other Constituents, temporarily housing its employees, drilling and operating water wells for Operations, building and operating roads, tanks, ponds, power stations, electrical lines and poles, communication towers, compressors, and other structures and things thereon to produce, save, take care of, treat, process, store, dispose of, and transport said Oil and Gas, Other Constituents and water, from the following described land and from any pool or unit established pursuant to Paragraph 4 hereof, together with any vested or contingent reversionary
rights and after-acquired interest, whether by operation of statute or by conveyancing document, therein situated in the County of Clare, State of Michigan, to-wit:

Township 18 North, Range 4 West

Section 11: All of Section 11, except the E ½ of the SE 1/4

Tax Parcel No. 011-011-100-01

See Exhibit “A”

Containing 560 acres, more or less, and all lands and interests therein contiguous or appurtenant to the land specifically described above that are owned or claimed by Lessor, or to which Lessor has a preference right of acquisition, including but not limited to all lands and interests based on accretion or avulsion, all lands underlying all alleys, streets, roads or highways and all riparian or submerged lands along and/or underlying any rivers, lakes or other bodies of water, although not included within the boundaries of the land particularly described above. It is the intent to lease all of Lessor’s interest in Section 11, Township 18 North, Range 4 West, Hatton Township, Clare, County, Michigan. However, Lessee use of the surface operations shall be limited to The land covered by this lease shall be hereinafter referred to as said Land. Lessor agrees to execute any lease amendment requested by Lessee for a more complete or accurate description of said Land and such amendment shall include words of present lease and grant.

For the considerations stated above, Lessor and Lessee by its acceptance hereof agree as follows:

1. Subject to the other provisions contained in this lease, this lease shall be for a term of five (5) years from the date first written above (hereinafter referred to as the “Primary Term”) and as long thereafter as further “Operations”, as defined in this paragraph, are conducted on said Land or lands pooled or unitized therewith. If Operations are commenced on said Land or lands or leases pooled or unitized therewith prior to the end of the Primary Term, then this lease shall not terminate until all Operations on said Land or lands or leases pooled or unitized therewith are discontinued for one hundred eighty (180) consecutive days. The word “Operations” as used herein shall include without limitation any of the following: producing, treating, processing, storing or transporting Oil and Gas (whether or not in paying quantities); any act preparatory to drilling (such as obtaining permits, surveying, staking, clearing, constructing or maintaining any drillsite location or access road, hauling equipment or supplies, etc.); drilling, testing, completing, equipping, reworking, recompleting, deepening, sidetracking, plugging back, maintaining,
2. Lessee covenants and agrees to pay the following royalties: (a) To deliver to the credit of Lessor into tank reservoirs or into the pipeline to which Lessee may connect its wells, one-sixth (1/6th) of the oil, condensate, and distillate produced and saved from said Land, Lessor's interest to bear one-sixth (1/6th) of the cost of treating same to render it marketable, or from time to time, at the option of Lessee, Lessee may sell the oil, condensate, and distillate produced and saved from said Land and pay Lessor one-sixth (1/6th) of the net amount realized by Lessee, computed at the wellhead; (b) To pay Lessor on natural gas or casinghead gas produced from said Land and sold by Lessee, one-sixth(1/6) of the net amount realized by Lessee, computed at the wellhead, (c) To pay Lessor one-sixth (1/6) of the net amount realized by Lessee, computed at the wellhead, from the sale of all Other Constituents, produced and saved from said Land. As used in this lease, the term "net amount realized by Lessee, computed at the wellhead" shall mean the gross proceeds received by Lessee from the sale of Oil and Gas and/or Other Constituents minus post-production costs incurred by Lessee between the wellhead and the point of sale. As used in this lease, the term "post-production costs" shall mean all cost and expense of (a) treating and processing Oil and Gas to separate and remove Other Constituents including but not limited to water, carbon dioxide, hydrogen sulfide and nitrogen, and (b) separating liquid hydrocarbons from any gas, other than condensate separated at the well, and (c) transporting Oil and Gas and/or Other Constituents, including but not limited to transportation between the wellhead and any production, processing, refining, or treating facilities, and transportation to the point of sale, and (d) compressing any Oil and Gas and/or Other Constituents for gathering, processing, transportation, delivery, or disposal purposes, and (e) metering Oil and Gas and/or Other Constituents to determine the amount sold and/or the amount used by Lessee, and (f) sales charges, commissions and fees paid to third parties (whether or not affiliated) in connection with the sale of the Oil and Gas and/or Other Constituents, and (g) any and all other costs and expenses of any kind or nature incurred in regard to the Oil and Gas and/or Other Constituents, or the handling thereof, between the wellhead and the point of sale. Lessee may use its own pipelines and equipment to provide such treating, processing, separating, transportation, compression and metering services, or it may engage others to provide such services; and if Lessee uses its own pipelines and/or equipment, post-production costs shall include reasonable depreciation and amortization expenses relating to such facilities, together with Lessee's cost of capital and a reasonable return on its investment in such facilities. Prior to payment of royalty, Lessor shall execute a Division Order certifying Lessor's interest in the Oil and Gas and/or Other Constituents. Lessee may pay all taxes and fees levied upon the Oil and Gas and/or Other Constituents produced, including, without limitation, severance taxes and privilege and
surveillance fees, and deduct a proportionate share of the amount so paid from any monies payable to Lessor hereunder. Lessee shall have the right, but not the obligation, to market and sell all Oil and Gas and/or Other Constituents to any third party or any Affiliate of Lessee in Lessee's sole and absolute discretion. In lieu of any implied covenant to market, Lessee expressly agrees to market Oil and Gas produced from Lessee's wells located on said Land or on land pooled or unitized therewith, but Lessee does not covenant or agree to store, reinject, or recycle Oil and Gas and/or Other Constituents, to market under terms, conditions or circumstances which in Lessee's judgment are uneconomic or otherwise unsatisfactory, or to bear more than Lessee's revenue interest share of the cost and expense incurred to make the Oil and Gas and/or Other Constituents marketable. Lessee shall have free use of Oil and Gas, Other Constituents and water wells drilled by Lessee, for Operations hereunder, whether Operations are conducted on said Lands, lands pooled or unitized therewith or on other lands.

3. If at the expiration of the Primary Term or at any time or times after the Primary Term herein, there is a well or wells on said Land, or lands or leases pooled or unitized therewith, capable of producing Oil and Gas and/or Other Constituents or log or testing results indicate that a well that has been drilled to its total depth will be capable of producing Oil and Gas and/or Other Constituents upon final completion on said Land or lands or leases pooled therewith but Oil and Gas and/or Other Constituents are not being sold or used and this lease is not then being maintained by Operations or otherwise, this lease shall not terminate, (unless released by the Lessee), and it shall nevertheless be considered that Oil and Gas and/or Other Constituents is being produced from said Land within the meaning of paragraph 1 herein. However, in this event, Lessee shall pay or tender as shut-in royalty to Lessor, in the US Mail to Lessor's address above, regardless of changes in ownership of said Land or shut-in royalty payments, a sum determined by multiplying one dollar ($25.00) per acre for each acre then covered by this lease, provided however, in the event said well is located on a unit comprised of all or a portion of said Land and other land or leases, Lessee shall pay or tender as shut-in royalty a sum determined by multiplying one dollar ($25.00) per acre for each acre of said Land included in such unit on which said shut-in well is located. If such bank (or any successor bank) should fail, liquidate, or be succeeded by another bank or for any reason fail or refuse to accept such payment, Lessee shall re-tender such payment within thirty (30) days following receipt from Lessor of a proper recordable instrument naming another bank as agent to receive such payment or tender. Such shut-in royalty payment shall be due on or before, the expiration of one hundred eighty (180) consecutive days after (a) the expiration of the Primary Term, or (b) the last date of Operations on any well, located on said Land, or lands or leases pooled or unitized therewith, or (c) the date this lease is included in a unit on which a well has been previously shut-in, or (d) the date this lease
ceases to be otherwise maintained, whichever be the later date. It is understood and agreed that no shut-in royalty payments shall be due during the Primary Term. In like manner and upon like payments or tenders on or before the next ensuing anniversary of the due date for said payment, the Lessee shall continue to pay such shut-in royalty for successive periods of one (1) year each until such time as this lease is maintained by Operations. However, if Operations commence on any well, located on said Land, or lands or leases pooled or unitized therewith within the applicable 180 day period, a shut-in royalty payment shall not be required or, if a shut-in royalty payment is tendered, no additional shut-in payment will be due until the next ensuing anniversary of the due date for said tendered payment regardless of how many times Operations may be commenced and shut-in during such one (1) year period. As long as any well is shut-in, it shall be considered for the purposes of maintaining this lease in force that Operations on this lease shall continue in effect both before and after the Primary Term. Lessee’s failure to pay or tender or to properly or timely pay or tender any royalty or shut-in royalty shall render Lessee liable for the amount due but it shall not operate to terminate this lease. Lessee agrees to use reasonable diligence to produce, utilize or market the Oil and Gas and/or Other Constituents capable of being produced from said wells, but in the exercise of such diligence, Lessee shall not be obligated to install or furnish facilities other than well facilities and ordinary lease facilities of flowline, separator, and lease tank, and shall not be required to settle labor trouble or to market Oil and Gas and/or Other Constituents upon terms unacceptable to Lessee. If at any time Lessee pays or tenders royalty or shut-in royalty as herein provided, and two (2) or more parties are, or claim to be, entitled to receive same, Lessee may, in lieu of any other method of payment herein provided, pay or tender such royalty or shut-in royalty, in the manner above specified, either jointly to such parties or separately to each in accordance with their respective ownerships thereof, as Lessee may elect.

4. (a) Lessee is hereby granted the rights to pool or unitize said Land, or any part of said Land, with other lands, as to any or all minerals or horizons, to establish an oil unit and/or units of any size or shape containing not more than one hundred sixty (160) acres for a vertical well and not more than 2560 acres for a horizontal well, and a gas unit or units of any size or shape containing not more than approximately six hundred forty (640) acres per unit for a vertical well and not more than 2560 acres for a horizontal well; provided, however, that if units larger than those permitted above, either at the time established or thereafter, are required, permitted, or allowed under any governmental rule or order to drill or operate a well at a regular location, to obtain the maximum allowable from any well or for any other reason, then the maximum unit size authorized hereby may be enlarged or reformed to conform to the size required, permitted, or allowed by such governmental rule or order. Lessee may enlarge the unit to any size, up to the maximum area permitted herein, and may reform said unit to include any other lease or leases,
including after-acquired leases, within the general area. Lessee may create, enlarge, reform, reduce, vacate, or terminate the unit or units at the election of Lessee at any time, and from time to time and any number of times, during the continuance of this lease, either before or after Operations commence by recording a written declaration to that effect in the office of the Register of Deeds in the county or counties in which such unit is located. Such unit shall become effective on the date provided in the instrument, or the date filed of record if no such date is provided in the instrument. A unit established hereunder shall be effective for all purposes of this lease, whether or not all interests in the lands within the boundary of the unit are effectively pooled or unitized. Lessee shall have no duty to obtain effective pooling or unitization of all interests within the boundary of the unit. Any Operations conducted on any part of the lands pooled or unitized which contains any portion of said Land, regardless whether such Operations were commenced before or after the date of this lease or the effective date of the instrument creating the unit, shall be considered for all purposes, except the payment of royalties, to be Operations on said Land whether or not the well or wells are located on said Land. Production from the unitized area shall be allocated in the same proportion as the number of surface acres in said Land, which are included in the unit, bears to the total number of surface acres in the unit and royalties shall be paid based on the allocated production. If this lease now or hereafter covers separate tracts (any tract with royalty ownership differing, now or hereafter, either as to parties or amounts, from that as to any other part of said Land), no pooling or unitization of royalty interests as between any such separate tracts is intended or shall be implied or result merely from the inclusion of such separate tracts within this lease but Lessee shall nevertheless have the right to pool or unitize as provided in this paragraph with consequent allocation of production as herein provided.

(b) In addition to the rights to pool or unitize granted to the Lessee in Paragraph numbered 4 (a) above, for the purpose of promoting the development of hydrocarbon production from any formations, Lessee at any time, and from time to time during the life of this lease shall have the right and power as to all or any part or formation or strata of the land herein leased, without Lessor's joinder, to unitize the same with other lands, formations, strata or leases covering lands in the same general area as the leased premises by combining the leasehold estate and Lessor's royalty estate created by this lease with any other lease or leases, royalty or mineral estate in and under another tract or any number of other tracts of land, regardless of the ownership thereof, so as to create by the combination of such interests or any of them one or more unitized areas of such size and shape for the drilling and operation of one or more wells as determined by Lessee to be developed and operated by primary, secondary or tertiary methods as though such lands and interest were all included within the terms hereof and constituted a single oil, gas and mineral lease. All such production from such unitized area shall be divided or allocated among the various tracts comprising such unitized area based on a
formula derived from parameters utilized by Lessee and incorporated in a unitization agreement recorded in office of the Register of Deeds in the county or counties in which such unit is located. The unitization agreement shall include other provisions designed to allow for Operations of the unitized area in an orderly manner. Any Operations conducted on any part of the unitized area which contains any portion of the said Land, regardless whether such Operations were commenced before or after the date of this lease or the effective date of the instrument creating the unit, shall be considered for all purposes, except the payment of royalties, to be Operations on the said Land whether or not the well or wells are located on said Land. Royalties payable from the unitized area shall be computed on the basis of the production allocated to the portion of said Land included within such unitized area.

5. Lessee may at any time or times execute and deliver to Lessor or to the office of the Register of Deeds in the county or counties in which such unit is located, a release or releases covering any portion of said Land and/or portions of subsurface strata or stratum and thereby surrender this lease as to such portion and/or portion of subsurface strata or stratum and be relieved of all obligations as to the acreage, strata or stratum surrendered. Lessee shall retain rights of ingress and egress across and through any released portion and/or strata of this lease in order to have necessary access to that portion and/or strata of the leased premises which remains in force and on which Lessee continues to conduct Operations.

6. Lessee shall have the right, at any time during or after the expiration of this lease, to remove all property and fixtures placed by Lessee on said Land, including the right to draw and remove all casing. Upon Lessor’s request and when reasonably necessary for utilization of the surface for some intended use by the Lessor, Lessee will bury all pipelines below ordinary plow depth.

7. The rights of either party hereunder may be assigned in whole or in part, and the provisions hereof shall extend to their heirs, successors and assigns; but no change or division in such ownership of said Land or royalties, however accomplished, shall operate to enlarge the obligation or diminish the right of Lessee. Notwithstanding any other actual or constructive knowledge of Lessee, no change or division in such ownership shall be binding on Lessee until forty-five (45) days after Lessee shall have been furnished, by registered U. S. mail at Lessee’s principal place of business, with a certified copy of the instrument or instruments properly filed and recorded evidencing same to establish the validity of such change in ownership or division of interest in the opinion of Lessee or other evidence satisfactory to Lessee. If any such change in ownership occurs by reason of the death of the owner, Lessee may nevertheless, pay or tender royalties, or part thereof, to the credit of the decedent in a depository bank provided for above. In the event
of assignment hereof in whole or in part, liability for breach of any obligation hereunder shall rest exclusively upon the owner of this lease or of a portion thereof who commits such breach. If six or more parties become entitled to royalty hereunder, Lessee may withhold payment thereof unless and until furnished with a recordable instrument, executed by all such parties, designating an agent to receive payment for all.

8. The breach by Lessee of any obligation arising hereunder shall not work a forfeiture or termination of this lease, nor cause a termination or reversion of the estate created hereby, nor be grounds for cancellation hereof in whole or in part. In the event Lessor considers that Operations are not at any time being conducted in compliance with this lease, Lessor shall notify Lessee in writing of the specific and detailed facts relied upon as constituting a breach hereof, and Lessee, upon receipt of such notice of any alleged breach, shall have sixty (60) days after receipt of such notice in which to commence the compliance with the obligations imposed by virtue of this instrument as specified in the notice. The service and sufficiency of said notice shall be precedent to the bringing of any action by Lessor under said lease for any cause, and no such action shall be brought until the lapse of sixty (60) days after service of such notice on Lessee. Neither the service of said notice nor the doing of any acts by Lessee aimed to meet all or any of the alleged breaches shall be deemed an admission or presumption that Lessee has failed to perform all its obligations hereunder. After the discovery of Oil and Gas and/or Other Constituents in paying quantities on said premises, Lessee shall reasonably develop the acreage retained hereunder; but, in discharging this obligation Lessee may, but shall not be required to, drill more than one well in each permitted unit, pooled unit or unitized area.

9. Lessor hereby warrants and agrees to defend the title to said Land and agrees that Lessee may, at its option, discharge any tax, mortgage, lien or other debt upon said Land, either in whole or in part; and, in the event Lessee does so, it shall be subrogated to such lien with the right to enforce same and apply royalties accruing hereunder toward satisfying same. When required by state, federal or other laws, Lessee may withhold taxes with respect to royalty and other payments hereunder and remit the amounts withheld to the applicable taxing authority for credit to Lessor. Without impairment of Lessee’s rights under the warranty in event of failure of title, it is agreed that if Lessor owns an interest in the Oil and Gas and/or Other Constituents on, in or under said Land less than the entire fee simple estate, then the shut-in royalties and royalties to be paid Lessor shall be reduced proportionately.

10. (a) This lease shall be subject to all applicable federal and state laws, local ordinances, executive orders, rules or regulations, (provided, however, rules or regulations establishing drilling, spacing or production unit size and orientation shall not limit Lessee’s pooling rights under Paragraph 4) and this lease shall not be terminated, in
whole or in part, nor Lessee held liable in damages, for failure to comply therewith, if compliance is prevented by, or if such failure is the result of, any such law, order, rule or regulation. When drilling, reworking, production, completion or other Operations are prevented or delayed by such laws, rules, regulations or order, or by inability or delay in obtaining necessary approvals, licenses, permits, equipment, services, material, water, electricity, fuel, access or easements, or by fire, flood, adverse weather conditions, war, sabotage, rebellion, insurrection, riot, strike or labor disputes, or by inability to obtain a satisfactory market for Oil and Gas and/or Other Constituents or adverse market conditions or failure of purchasers or carriers to take or transport such Oil and Gas and/or Other Constituents, or by any other cause not reasonably within Lessee’s control, this lease shall not terminate because of such prevention or delay, and at Lessee’s option, the period of such prevention or delay shall be added to the term hereof. Lessee shall not be liable for breach of any express or implied covenants of this lease when drilling, production or other Operations are so prevented, delayed or interrupted, provided however, that no such rule, regulation, or order shall prevent Lessee from declaring or pooling an oil and/or natural gas development unit or units under the provisions contained herein larger than the well spacing, drilling or production unit prescribed or permitted by such rule, regulation or order.

(b) The specification of causes of force majeure herein enumerated shall not exclude other causes from consideration in determining whether Lessee has used reasonable diligence wherever required in fulfilling any obligations or conditions of this lease, express or implied, and any delay of not more than six (6) months after termination of force majeure shall be deemed justified.

11. This lease states the entire contract between the parties, and no representation, covenant, or promise, whether implied, verbal, or written, on behalf of either party shall be binding unless contained herein; and this lease shall be binding upon each party executing the same and their successors, heirs, and assigns, regardless of whether or not executed by all persons above named as “Lessor”.

12. If at any time within the Primary Term of this lease and while the same remains in force and effect, Lessor receives any bona fide offer, acceptable to Lessor, to grant an additional lease (top lease) covering all or part of the aforedescribed lands, Lessee shall have the continuing option, by meeting any such offer, to acquire such top lease. Any offer must be in writing, and must set forth the proposed lessee’s name, bonus consideration and royalty consideration to be paid for such lease, and include a copy of the lease form to be utilized, which form should reflect all pertinent and relevant terms and conditions of the top lease. Lessee shall have thirty (30) days after receipt from Lessor of a complete copy of any such offer, to advise Lessor in writing of its election to
enter into an oil and gas lease with Lessor on equivalent terms and conditions. Upon receipt of such notice, Lessor shall execute and deliver such new lease and Lessee shall pay the bonus due upon receipt of such new lease. If Lessee fails to notify Lessor within the aforesaid thirty (30) day period of its election to meet any such bona fide offer, Lessor shall have the right to accept said offer.

13. This lease may, at Lessee’s option, be extended as to all or part of the lands covered hereby for an additional primary term of five (5) years commencing on the date that the lease would have expired but for the extension. Lessee may exercise its option by paying or tendering to Lessor an extension payment equal to One Hundred percent (100%) of the per acre bonus payment paid to Lessor for the signing of this lease, for the land then covered by the extended lease, said bonus to be paid or tendered to Lessor in the same manner as provided herein with regard to the payment of shut-in royalties. If Lessee exercises this option, the Primary Term of this lease shall be considered to be continuous, commencing on the date of the lease and continuing from that date to the end of the extended primary term. Lessee’s option shall expire on the first to occur of the following: (a) the termination or expiration of this lease or (b) the second anniversary of the expiration of the Primary Term stated in Paragraph numbered 1 above.

14. Lessor agrees that Lessee shall have no obligation to record this Oil, Gas, and Mineral Lease with the Register of Deeds; however, this Oil, Gas, and Mineral Lease may be identified in a Memorandum of Oil, Gas, and Mineral Lease signed by Lessee that will be filed of record with the office of the Register of Deeds in the county or counties in which said Land is located.

15. If any provision of this lease shall, for any reason, held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect the other provisions herein.

16. Notwithstanding any representations stated herein below, this lease has been prepared after negotiations between the parties and, in the result of any ambiguity, no weight shall be given in favor of or against either the Lessor or Lessee in resolving such ambiguity on account of that party’s drafting of this lease, or any specific provision herein.

17. This oil and gas lease will be considered a Non-Development Oil and Gas Lease and Lessee shall

Limit its Operations on the surface of the leased lands located in the NW NE NE of said Section 11, which has been mutually agreed upon by both Lessor and Lessee as to a development parcel for Lessee Operations. However, Lessee shall have the right to lay pipeline(s) across the lands subject to
this Oil and Gas Lease. The path of the pipeline(s) shall be mutually agreed upon between Lessor and Lessee. Lessor's consent shall not be unreasonably withheld. In addition, Lessee and/or its assigns may use said lands or any part thereof, to pool or communitize with other land to comprise a Unit or directionally drill under said land from adjoining property to comprise a Unit, pursuant to the terms of the Oil, Gas and Mineral lease.

Executed as of the day and year first above written.

LESSOR:

MID-MICHIGAN COMMUNITY COLLEGE
Christine Hammond, Its President

STATE OF MICHIGAN )
COUNTY OF CLARE )

The foregoing instrument was acknowledged before me this day of October, 2015, by Christine Hammond, President of Mid-Michigan Community College.

My commission expires: July 15, 2017

____________________________
Robert W. Devine, Jr.
Notary Public

Notary in Kent County, Michigan
Acting in Clare County, M
EXHIBIT "A"

This Exhibit "A" is attached to and made part of a certain Oil, Gas and Mineral Lease dated October , 2015 by and between Mid-Michigan Community College whose address is 1375 S. Clare Ave., Harrison, Michigan 48625, as Lessor and Marathon Oil Company whose address is 5555 San Felipe, Houston, Texas 77056-2701, as Lessee.

1. Lessee shall construct or install all well sites, access roads and pipeline right-of-way in a manner which would minimize any related soil erosion. Also, Lessee agrees to maintain/or construct fences, gates, required as a result of Lessee’s Operations. Further, any related surface reclamation shall be done in a manner which restores said
land as nearly too original contours as reasonably practical in the sole discretion of Lessee.

2. Lessee agrees to defend, indemnify and hold harmless Lessor from all claims, demands, costs and causes of action against Lessor arising out of the gross negligence of Lessee, its employees, agents, representatives and contractors, directly related to its operations on the leased premises.

3. Provided that Lessor is the current surface owner of the affected lands at the time of Lessee's surface operations, Lessee agrees to pay Lessor, at a reasonable rate, for all surface damages caused by Lessee's Operations to growing crops, trees and timber.

4. A. Should oil be produced from any well, the gross proceeds of sale of lease products of such oil shall be free to the Lessor of any cost to whichever point is first encountered: 1) the point of sale to an independent nonaffiliated third party purchaser; or 2) to an affiliated purchaser, provided the sale is at prevailing market rates; or 3) the point of entry into an independent nonaffiliated third party owned pipeline system; or 4) the point of entry into an affiliate owned pipeline system, provided transportation rates are at prevailing market rates.

B. Should gas, including casinghead gas, be produced and saved from any well, the gross proceeds of sale of lease products of said gas shall be free to the Lessor of any cost to whichever point is first encountered: 1) the point of entry into a facility to remove CO2, H2S, N2 or obtain plant products, or 2) the point of entry into an independent nonaffiliated third party owned pipeline system; or 3) the point of entry into a pipeline system owned by a gas distribution company, or any subsidiary of such gas distribution company which is regulated by the Michigan Public Service Commission; or 4) the point of entry into an affiliated pipeline system, if the rates charged by such pipeline system have been approved by the Michigan Public Service Commission, or if the rates charged are reasonable, as compared to independent pipeline systems, based on such pipeline system's location, distance, cost of service and other pertinent factors.

C. The Lessee agrees that all royalties accruing to the Lessor herein shall be without deduction of any costs incurred by the Lessee except as agreed herein. The Lessor is not liable for any taxes incurred by the Lessee and no deduction may be taken for any tax in computing the royalty. Lessor's royalty is to be free and clear of all costs, charges and expenses of any nature, except as herein provided, and except for the reasonable costs of CO2, H2S and N2 removal, there shall be no deduction for the cost of gathering, separating, dehydrating, compressing or treating the gas to make it marketable. Unless otherwise specifically agreed in writing, there shall be no deduction
for transportation costs prior to entry of gas into a pipeline system as set forth in 5 B. (2) through (4).

5. Should an oil and gas well be drilled within five hundred (500) feet of the Lessor's water sources on the leased premises, Lessee shall notify Lessor at least thirty (30) days prior to commencement of drilling operations of the well. At that time, Lessee, through an independent professional of its choosing and at its own expense, shall offer to Lessor to acquire samples from the water sources on the leased premises. Should Lessor accept the offer to acquire the requested water samples and the samples were acquired and should Lessor experience a material adverse change in the quality of Lessor's water supply during or immediately after Lessee's drilling operations, Lessee shall, within 24 hours of Lessor's written request, sample Lessor's water supply or allow the same independent professional to sample the Lessor's water supply. Should these samples reflect a material adverse change in the water quality and the Michigan DEQ determines its cause is as a result of Lessee's drilling operations, Lessee agrees to provide Lessor with potable water until such time, not to exceed 45 days, as Lessor's water source has been repaired or replaced with a source of substantially similar quality as existed prior to pre-drilling conditions, whether by repairing Lessor's existing well or by drilling a new well or providing public water. Lessee shall assume all expenses incurred to repair Lessor's existing well or to provide a new well or provide a connection for public water and all damages to Lessor's property. If Lessor experiences a material adverse change in the quality of Lessor's water supply, Lessee shall pay all expenses associated with the sampling and testing until Lessor's water quality is restored to pre-drilling conditions.
Agenda Item V-A: Correspondence and Announcements

Board Consideration: Information

Background:

Attached is a copy of a letter of appreciation to Director of Accounting, Gene Schmidt and the volunteers who coordinated the Timber Trail races on the morning of the BBQ. The letter is from race participant Greg Mills.

1. Annual Fall Festival and BBQ – The College received a Certificate of Special Congressional Recognition at the BBQ.

   Below is a note from Carol Darlington, BBQ Chair:

   The weather was picnic perfect! We had a wonderful time, thanks so much to SpartanNash for their continued support. Like always, the Family Fare team members were great to work with. It helps us so much that so many have done it year after year and just jump right in where needed.

   And we most definitely couldn’t do it without each of our MMCC team members who sold and/or bought tickets, worked a children’s game, served food, carried trays, washed dishes, oversaw the trail runs, set-up, tore-down, cleaned-up, helped with the car show, sold refreshments, made cotton candy, greeted alumni, brought friends and family, were part of the entrainment and more. Many thanks to each of them! Also, a heartfelt thanks goes to the BBQ committee and team leaders that work for many months to make this happen. It is all worth it when we see the many smiling faces at the event.

   Our numbers in attendance were strong with 85 cars registering for the car show, up from the 63 cars the year before. In fact, this was the largest number of registered cars ever! Meals served this year, to those over the age of three, were 1,988 – up from 1,689 in 2014. Remember this does not count for the couple hundred little people that eat. So we really served over 2,200 meals 😊

   A huge thank-you to everyone! What a great year!!
   Carol Darlington
   BBQ Chair

2. 2014-2015 Merit Pay Plan – Please see the attached memo that was sent to eligible administrators.

   Announcements may be made at this time.

Recommendation:

None.
September 20, 2015

Mid Michigan Community College
1375 S Clare Ave
Harrison, Michigan 48625

SUBJECT: '15 Timber Trail Races

Dear Gene, Tiffani & Volunteers,

May I express my thanks and appreciation to all of you for another wonderful event. The half marathon course was extremely well marked, a bit of a challenge, a good work out and enjoyable to participate in. I shall wear my long sleeve t-shirt proudly and my medal will be on display at work (for as sore as my legs feel right now I have worked hard for a chance to brag).

Thank you for presenting these races, it a lot of time and effort on your part and it's very much appreciated.

All the very best and have an enjoyable fall and winter,

[Signature]

Greg Mills
MEMORANDUM

To: MMCC Administrative Staff

From: Christine M. Hammond, Ph.D., President

Date: September 25, 2015

Thank you for all your good work on behalf of Mid Michigan Community College and our students!

I am pleased to inform you that, based on the performance metrics established by the Board of Trustees, administrators are receiving merit pay equivalent to 2.9% of your 2014-15 base salary. The chart below shows the progress in each metric category. Your check is enclosed.

This progress serves as an excellent foundation for the goals we are setting together in College committees and in our strategic planning process. While much as has been accomplished, much work remains to increase enrollment and improve student completion and transfer rates. We stand on the shoulders of those who set Mid’s course 50 years ago. I look forward to working with you as we build on that foundation and move the College into the future.

MERIT PAY PLAN METRICS: 2.90%

<table>
<thead>
<tr>
<th>Performance Metric</th>
<th>Date Available/Reported</th>
<th>Performance Level</th>
<th>Bonus Award</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues:</strong> Total tuition, fees, state appropriations and property tax income as reported in audited financial statements for the college</td>
<td>Available October 1 for the previous fiscal year</td>
<td>$24,775,000 &amp; up</td>
<td>1.5%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$24,275,000-24,774,999</td>
<td>1.4%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$23,775,000-24,274,999</td>
<td>0.5%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$23,675,000-23,774,999</td>
<td>0.25%</td>
</tr>
<tr>
<td><strong>Completion/Transfer Rate:</strong> % of students successfully completing a degree or certificate, or transferring after six years</td>
<td>Reported in February of each year for the previous academic year</td>
<td>50%</td>
<td>0.6%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>49%</td>
<td>0.4%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>48%</td>
<td>0.2%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>46%</td>
<td>0.1%</td>
</tr>
<tr>
<td><strong>Fall to Next Term Persistence Rate:</strong> % of students that are enrolled in the first fall term and are still enrolled in the next full academic term</td>
<td>Reported in February of each year for the current academic year</td>
<td>78%</td>
<td>0.6%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>76%</td>
<td>0.4%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>74%</td>
<td>0.2%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>72%</td>
<td>0.1%</td>
</tr>
<tr>
<td><strong>Student Satisfaction:</strong> MMCC student’s average score on the Noel-Levitz survey for item: Rate your overall satisfaction with your experience here thus far.</td>
<td>Available in April of every other year for the current academic year</td>
<td>5.55</td>
<td>0.3%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5.45</td>
<td>0.2%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5.35</td>
<td>0.1%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5.25</td>
<td>0.05%</td>
</tr>
<tr>
<td><strong>College Savings:</strong> Total revenue over expenses as reported in the audited financial statement for the college</td>
<td>Available October 1 for the previous fiscal year</td>
<td>$5,000,000</td>
<td>0.7%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$4,500,000</td>
<td>0.5%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$3,500,000</td>
<td>0.3%</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$2,000,000</td>
<td>0.2%</td>
</tr>
</tbody>
</table>
Agenda Item V-B: Capital Outlay Project Request

Board Consideration: Action

Background:

President Hammond will present the attached Capital Outlay Project Request.

Recommendation:

It is recommended the Board approve the Capital Outlay Plan as presented.
ATTACHMENT B

FISCAL YEAR 2017 CAPITAL OUTLAY PROJECT REQUEST

Institution Name: Mid Michigan Community College

Project Title:  
Project Focus: X Academic _____ Research _____ Administrative/Support

Type of Project: X Renovation _____ Addition _____ New Construction

Program Focus of Occupants: Library Learning Services and Career and Technical Education Classroom and Laboratory Space

Approximate Square Footage: TBD

Total Estimated Cost: $12,658,415

Estimated Start/Completion Dates: construction design would start immediately after notification of award with an estimated completion of 2 years

Is the Five-Year Plan posted on the institution's public internet site? Yes

Is the requested project the top priority in the Five-Year Capital Outlay Plan? X Yes____ No

Is the requested project focused on a single, stand-alone facility? X Yes____ No

Please provide detailed, yet appropriately concise responses to the following questions that will enhance our understanding of the requested project:

1. Describe the project purpose.

Mid Michigan Community College seeks state funding through the capital outlay process to expand and enhance its Library and Learning Services facilities and the contiguous classroom and entrance areas in the Howarth and Goldberg wings on its Harrison campus. These renovations have been the core of the College’s Capital Outlay Project requests for the past five years and, while modest renovations have been made to improve the space, student access to academic advising, registration, and support services of the College remains disconnected, overcrowded, and misaligned.

In addition to improving space for the College’s students and faculty, the proposed renovation will expand the College’s ability to meet the needs of its students and the needs of Career and Technical students of the RESD which is located on the campus. Clare-Gladwin counties, which comprise the service districts of the College and the RESD, do not have a Vocational/Career Technical Center like most other RESD/ISD sites. Thus, this project would achieve not only the statutory criteria identified by the State Budget Office (MCL 18.1242), it offers the opportunity to support our State’s need to create a seamless talent pipeline from high school to community college. The collaboration would enable CTE students to get a jump-start on their college careers in a safe and effective learning
environment.

Mid Michigan Community College was authorized by the State in 1965 and the Harrison campus was constructed in 1968. This proposed project renovates areas in the original 1968 structure and that were added on to the original structure in 1976. The areas have been well-maintained over the years but are insufficient in size, inefficient in the use of energy, and not conducive (in configuration or lighting) for quality instruction.

As documented in the 5-Year Campus Master Plan (submitted under separate cover), power to the area identified for this project (Library, Howarth, and Goldberg wings) were 1976 additions to the College’s original 1968 construction. Power to the addition is fed from the service of the original building. Most of the electrical distribution equipment in the addition is from the original construction (1968) or from the 1976 addition and has reached its expected life. It is a mixture of fair and poor conditions. Most of the light fixtures in the building are fluorescent and utilize T8 lamps. (Peter Basso Associates, Inc. PBA Project No. 2015.0140.00). While the lighting is in good condition, it does not provide for energy efficiency or best light quality for instructional purposes. The Facilities Conditions Assessment identifies an estimated $1,208,415 in maintenance repairs that should be done in the project area in the next three to five years.

The spaces identified in the project are prominently located at the front of the College’s main building and are important to the effective functioning of the College. The renovation will connect the Student Services offices to academic support services in the library and learning services area. The Library Learning Services offers students an array of services including Retention, Academic Testing and Assessment, Tutoring, Writing and Reading Center, Math Lab, Supplemental Instruction and all of the Library Services. In addition, it renovates and connects six classrooms, a large lecture hall, and the RESD culinary instruction area, allowing for safer access across a wing of the building currently interrupted by a driveway. This is especially important to improve bus drop locations and safe entrances for younger students. The classrooms will be used for CTE, dual enrollment, traditional college classes, and evening corporate and community education classes. Relocation of the bookstore will further strengthen the College’s services to students and to its high school partners and the Saginaw Chippewa Tribal College which also use the MMCC bookstore for textbook purchases. The space freed by the existing bookstore would be converted to faculty offices.

In summary, the 2017 Capital Outlay Project proposes:

- The integration of the Library Learning Services under one location to enhance services, create a dynamic centrally located department for students at all levels and in all programs;
- The renovation of outdated classroom spaces, allowing for handicap accessibility in needed areas, and of centrally located faculty offices.
- The relocation of the bookstore space to meet student demand and support partner like local high schools and the Saginaw Chippewa Tribal College.
These renovations demonstrate an investment in existing facilities and infrastructure, correct safety and access issues; improve efficiency, and foster an integration of career development from high school through college.

2. Describe the scope of the project.

This project includes significant expansion of the College’s Library and Learning Services area in order to address inadequate space for tutoring, academic support services, and study space. By expanding the first and second floors, Learning Support Services would be centralized; library research tutorials, the bookstore, and faculty-student interaction space would be expanded; and the number of breakout rooms for technology (distance learning) would increase. The renovation and expansion of the Library and Learning Services will enable students to effectively access academic support through the College’s Retention Services, Writing and Reading Center, Math Lab, Science Lab, Assessment and Academic Testing Services, Supplemental Instruction and Library Services. With the consolidation of these services, the Student Services department as a whole, including the existing offices for Financial Aid, Registration, and Advising, will be aligned in a centrally located physical environment that would generate a natural flow for students as they utilize each departmental area. The consolidation will not only create efficiency for the students, but will also allow for better management practices.

The proposed project area extends to classrooms and faculty offices surrounding the Library and Learning Services area: from the large classroom (Michigan Room) at the north end of the building, through the Howarth (formerly Allied Health) wing, and into the Goldberg Center. This renovation will enable the College to provide centralized and safe instructional space to students from the Clare-Gladwin RESD who attend classes (both dual enrollment and CTE) at MMCC. Unlike many other Regional Educational Service Districts (RESDs/ISDs), Clare-Gladwin does not have a separate Career Technical Center. It relies on MMCC to provide classroom and technical training space. Some of these offerings, such as welding and automotive technology, will remain outside the scope of the project. However, the culinary courses for the CTE program are offered in the Goldberg Center which anchors this project on the southern end. In between the Michigan Room and Goldberg Center, the proposed project consolidates existing classroom space for enhanced dual enrollment and/or early college courses. It provides CTE and other dual enrolled students, access to the library and learning support services they need to have a strong launch for their college careers. Culinary courses for the CTE program are offered in the Goldberg Center. In response to safety concerns, this project would create safe entrances to the Howarth Wing and the Goldberg Center for CTE and MMCC students.

The project also contemplates moving the College Bookstore to an area on the first floor, adjacent to the Library and Learning Services. The Bookstore provides service not only to MMCC students but to the many high school partners that offer MMCC dual and concurrent enrollment options and to the Saginaw-Chippewa Tribe.
3. **How does the project enhance the core academic and/or research mission of the institution?**

This project would combine all of the services of the LLS and Bookstore for better service to MMCC students, including those who are working to jump-start their college education through dual enrollment. By centrally locating the services, all of Student Services would physically be aligned, creating a dynamic flow for student support and success. With the expansion, the Library would be able to expand academic research services through the use of technology. The creation of breakout rooms will allow Library staff to have the tools needed to successfully assist students in academic research tutorials. Supplemental instruction would be enhanced by creating a supplemental instruction lab to further assist students in Biology and Chemistry. Retention Services would also be housed within one location. Students who are identified as at-risk through college entry assessment will be able to work with Retention Services upon completion of testing, and then be immediately introduced to other support areas including the Math Lab, Writing and Reading Center, and Supplemental Instruction. Students would be enveloped in a dynamic area that is structured around Academic Support for success.

The renovation of this space would also create a warmer and more inviting atmosphere for students. The College’s main classroom building, constructed in 1968, lacks space for student seating and study. It does not entice students to spend more time-on-task at the College. While the facilities have been very well maintained over the years, functions such as tutoring have been squeezed into existing spaces, giving a cramped feeling to those who try to use such services.

4. **How does the project enhance Michigan’s talent enhancement, job creation and economic growth initiatives on a local, regional and/or statewide basis?**

MMCC’s entering freshmen continue to be underprepared for college level courses. More than half of MMCC students arrive underprepared in Math and English. More than 60% of MMCC new students are first generation college students needing additional guidance and support in navigating the college experience. The College is anxious to implement the high impact strategies that will promote persistence, retention, and completion. By providing students with the needed resources to reach their academic goals, MMCC is supporting the skills and educational growth of our area. In turn these students are given the necessary tools to become employees, employers, and consumers that will strengthen the economic structure in our communities and state.

The College is actively engaged with its business and industry partners. Of special note is the work of the Great Lakes Bay Region STEM Network hosted by MMCC. Working with MMCC staff, the Network has developed an Employer Toolkit as a resource for employers who want to engage with educators to create hands-on learning opportunities at their facilities. The Network is proposing an Employer Resource Center to assist employers in recruiting and selecting students into the STEM talent pipeline. This project would incorporate some of those resource materials and would free-up additional space for Employer Resource Center operations when funding is secured.
5. **How does the institution measure utilization of its existing facilities, and how does it compare relative to established benchmarks? How does the project help to improve the utilization of existing space and infrastructure, or support the need for additional space and infrastructure?**

The College uses Ad Astra software to track its course schedule and classroom use. The State ACS report provides comparative data regarding its facilities and funding. For 2012-13, state aid per FYES was $1560, the fourth lowest allocation among all community colleges in the state and 22% lower than it received in 2004-05. Unfortunately, that amount is not offset by property taxes: at $809 per FYES, MMCC has the lowest property tax revenue per student in the state. Physical Plant expenditures account for approximately 10% of the College’s spending. Energy costs, driven in part by the inefficient additions like the one in this proposal, are $.1342 per cubic ft., the highest among all small community colleges in the state and fourth highest among all 28 community colleges. Costs per square foot, excluding energy, are $4.21/sq. ft.

MMCC participates in the Voluntary Framework of Accountability and is actively engaged in evidence-based decision-making. Each month, the College hosts an open “Data Discussion” for staff and faculty so that everyone can be aware of important metrics regarding MMCC’s student success, its budget, and its future planning.

The Harrison campus Library Learning Service areas serves a significant number of students in a fractured environment. The ability to share staffing resources and physical space would be beneficial to the college and the students. In the last academic year, the Writing and Reading Center logged over 1000 appointments, supplemental instruction more than 5,000. Math and the Testing Center each saw more than 2,000.

6. **Does the project address or mitigate any current life/safety deficiencies relative to existing facilities? If yes, please explain.**

This project would incorporate barrier free seating and access to the College’s large lecture hall. In addition, a new entrance would improve safety for students entering the building from the southwest entrance. This is where buses deliver the CTE and dual enrollment students.

7. **How does the institution intend to integrate sustainable design principles to enhance the efficiency and operations of the facility?**

MMCC’s operating philosophy encourages engineering all renovation and new construction projects to the highest appropriate level of energy efficiency with emphasis placed on LEED requirements. Examples specific to this project include high efficiency window glazing and building envelope design. Consideration will also be given to replacing inefficient air handlers with new high efficiency units. These initiatives will help reduce future energy consumption and costs.
As shown on the 5-Year Campus Master Plan, the College intends to continue investments in its existing facilities with improved lighting and energy efficiencies.

8. Are match resources currently available for the project? If yes, what is the source of the match resources? If no, identify the intended source and the estimated timeline for securing said resources?

College match resources exist within the Building & Site fund balance. Such funds are designated and allocated for future college needs by the Board of Trustees on an annual basis as excess operating funds are identified.

9. If authorized for construction, the state typically provides a maximum of 75% of the total cost for university projects and 50% of the total cost for community college projects. Does the institution intend to commit additional resources that would reduce the state share from the amounts indicated? If so, by what amount?

No. However, the College does recognize that this project is likely to trigger other renovations that would fall outside the scope of Capital Outlay funding. The College intends to move forward on enhancing student non-classroom space as funds become available.

10. Will the completed project increase operating costs to the institution? If yes, please provide an estimated cost (annually, and over a five-year period) and indicate whether the institution has identified available funds to support the additional cost.

Without complete engineering on the mechanical systems for this project it is difficult to project the operating costs to the institution. However, it is anticipated that the savings generated by replacing old inefficient systems with new high efficiency models will offset the additional cost to heat and cool the additional space. There will be increased cleaning costs associated with the increased square footage but these funds will be identified in current operating budgets.

11. What impact, if any, will the project have on tuition costs?

The project will not have any impact on tuition costs. It will however, enable MMCC to be a more effective partner with K-12 schools, thus focusing on the best value for the state’s investment in education.

12. If this project is not authorized, what are the impacts to the institution and its students?

If the project is not authorized, the academic support systems—math lab, tutoring, Supplemental Instruction, testing, retention services, and writing lab will continue to be physically separated from the library. This will not allow for efficiencies in the use of staff and cross-training opportunities to assure adequate coverage. In addition, students will continue to experience frustration trying to
maneuver through various offices to access academic support services. The current limited study areas do not encourage collaborative learning. Technically advanced study rooms will not be available, students will continue to have limited access to important study technologies and student collaborations. Also, without this project taking place students will continue to feel the stigma of going to the tutoring center for help. Having support services as part of the library will have less negative stigma attached.

13. What alternatives to this project were considered? Why is the requested project preferable to those alternatives?

Some inadequate consolidation of service in the Library and Learning Services are has already been done as the College has petitioned for capital outlay funding for this project. In this smaller scale attempt, some support services have been moved to the library. However, no classroom or office renovations have been attempted. CTE courses, the bookstore, and other services remain dispersed throughout the building. Group study spaces have been virtually eliminated.

This project is not asking for a brand-new building. The College seeks funding to make an existing building more energy and cost efficient, to renovate and reconfigure space for greater effectiveness, and to support our current and future students in their academic endeavors.
Agenda Item V-C: Local Strategic Value Resolution

Board Consideration: Action

Background:

President Hammond will review the five areas of measurement related to the Local Strategic Value component of state appropriations and describe MMCC’s achievement in all five areas.

Community colleges seeking performance funding through the State of Michigan are required to submit the evidence of such value and a certifying resolution from the Board of Trustees. It is recommended that the Mid Michigan Community College adopt the following resolution:

The Mid Michigan Community College Board of Trustees certifies that the College does meet the best practice standards required for state appropriations under Michigan Public Act 85.

Therefore, be it resolved: that the Local Strategic Value Resolution is hereby adopted by Mid Michigan Community College’s Board of Trustees at a regular meeting the sixth day of October, 2015.

Recommendation:

It is recommended the board approve the Local Strategic Value Resolution as presented.
Pursuant to Michigan Public Act 85 of Section 230 of 2015, the appropriations for Michigan community college includes performance funding based on the local strategic value provided by each institution. Evidence of local strategic value is to be shown for three categories:

- Economic Development and Business or Industry Partnerships
- Educational Partnerships
- Community Services

Each category includes five standards or best practice description, at least four of which must be fulfilled.

As shown below, Mid Michigan Community College meets and exceeds local strategic value in each of the identified categories and subcomponents.

**Category A: Economic Development and Business or Industry Partnerships**

1. **MMCC has active partnerships with local employers including hospitals and healthcare providers.**

   Healthcare Partnerships. MMCC has established 55 affiliation agreements with health care providers and hospitals to provide for clinical experiences for approximately 327 students annually in six health care programs. Those six programs include: Magnetic Resonance Imaging, Medical Assistant, Nursing, Pharmacy Technician, Physical Therapist Assistant and Radiography.

   These six health care programs benefit from the advice and involvement of over 90 volunteer professionals who serve on advisory boards, meeting twice each year to ensure that programs align to workplace needs and professional standards.

   MMCC students are intentionally engaged with healthcare partners. Examples include:

   - MMCC nursing students participate in flu shot clinics at all of their clinical locations.
   - Medical Assistant students assist with a four-hour immunization clinic sponsored by the Central Michigan District Health Department.
   - The MMCC Nursing Clinical Coordinator organized a blood drive sponsored by Michigan Blood Bank. There were eleven donors that participated in the drive.
   - Physical Therapist (PTA) students were engaged with clinical site partners in the following ways:
     - PTA students attended an in-service during their final clinical education experience.
     - PTA students participated in clinical site advisory committees.
     - PTA students provided assistance with research articles and other information to affiliate sites.
     - PTA student groups collaborated with MidMichigan Health’s free mammography event.
Several clinical sites partner with MMCC to offer observation and job shadowing to students who are interested in pursuing a degree in one of the Health Science programs. For instance, Medical Assistant students are encouraged to participate in job shadowing prior to entry into the program or during their first semester. Radiography students are required to complete an observation at a clinical site prior to entry into the program.

Health Program representatives are working with Saginaw Valley State University (SVSU), Ferris State University (FSU) and Central Michigan University (CMU) to develop interprofessional relationships across all disciplines. Approximately 135 nursing students participated in three interprofessional education events in the past year.

MMCC collaborates with regional hospitals to provide field trips for local middle school students to learn about hospital jobs (e.g., War Memorial Hospital/radiology field trip). Approximately 350 Career Technical Education (CTE) students (K-12) attend an annual presentation about health programming hosted by MMCC during the Occupational and Technical Career Fair.

In collaboration with Mid-Michigan Medical Center-Gladwin, all MMCC students who complete clinical education at Mid-Michigan Medical Center Gladwin get involved with Tot Tours, external and internal disaster simulations, and/or the annual health fair.

Business and Industry Partnerships. In addition to its strong collaboration with area health care providers, MMCC is actively engaged with regional business and industry partners. Each semester 25-30 students benefit from, and contribute through, internships in settings such as the local school districts, Northern Logistics, Farm Bureau, StageRight, DeSaegher Dairy, the Hampton Inn, Big Brothers and Big Sisters, and others.

The College’s career and technical programs each benefit from their respective advisory committees. Nearly 100 local leaders from 88 different organizations serve on 11 MMCC Advisory Committees. The annual Spring Advisory Committees’ dinner drew 73 business and manufacturing representatives.

The members alert faculty and program directors to emerging trends and assist in maintaining high-quality standards. For example, the Welding Program Advisory Committee recommended the inclusion of the American Welding Society Sense program into MMCC’s offerings. Adjustments were made to the program and passed through the College Curriculum Committee, strengthening MMCC’s welding program.

Short term training courses are developed in response to industry needs. The condensed and concentrated training, normally six to nine weeks, leads to a job-ready workforce that contributes to regional economic growth. Among the College’s strongest short term courses are:

- Phlebotomy (193 hours)
- Certified Nurse Aide (112 Hours) – consideration is being given to increase to 120 hours, in relationship with surrounding states’ requirements
- Welding (120 Hours)
- Local Detention Training (160 Hours)
- Builders License Continuing Education (Pre-licensing) (60 Hours)
The College participated in the annual Homebuilders Association home show in Mt. Pleasant. The event fostered communication between the College representatives and those of other participating businesses as well as with visitors to the show.

The Radiography Program maintains active partnerships with local businesses such as McDonald’s, Panera Bread and the Yankee Candle Company to host fundraising events that support attendance for the students to attend the annual Michigan Society of Radiologic Conference and attend the Mulkey Registry Review Seminar.

2. **MMCC provides customized on-site training for area companies, employees, or both.**

MMCC offers training opportunities in more than 1,200 areas, including the examples listed below:

- Advanced Product Quality Planning (APQP)
- Blueprint Reading
- Business Correspondence
- CAD/CAM
- CNC Training
- Computer Assisted Drafting (CAD)
- Six Sigma Introduction
- Failure Mode Effect Analysis (FMEA)
- Finite Element Analysis
- 5 S
- GD & T (Geometric Dimensioning & Tolerancing)
- Trouble Shooting/Maintenance
- Industrial Electricity
- ISO 9000/QS 9000
- Lean Manufacturing
- Problem Solving
- Production Part Approval Process (PPAP)
- Computer Training
- Statistical Process Control
- Supervisory Training
- Team Building
- Welding

For fiscal year 2014 – 15, 201 employees, five companies, and 13 contracts with companies for customized training took place. As of September 2015, approximately eight companies serving 55 employees have taken part in training.

3. **MMCC supports entrepreneurship through a small business assistance center, consulting activities targeted toward small businesses or other training.**

The Mid Michigan Small Business Development Center (SBDC), based on the MMCC campuses in Harrison and Mt. Pleasant, enhances Michigan's economic well-being by providing counseling, training, secondary market research for new ventures, existing small businesses and advanced technology companies. The SBDC positively impacts the economy by strengthening existing companies, creating new jobs, retaining existing jobs and assisting companies in defining their path to success.

In calendar year 2014, Mid Michigan SBDC consultants:

- Served 237 companies
- Trained 19 through small business workshops
The Mid Michigan SBDC clients have indicated the assistance they received played a significant role helping them:

- Access $4,237,350 in capital (debt and investment)
- Create 111 jobs
- Launch 27 new businesses

Numerous examples exist of our work with local entrepreneurs and professional associations. Some of the work undertaken by the SBDC included assisting a local manufacturing company in obtaining funding of $27,000 which allowed them to purchase additional inventory to expand their business operations. Providing business consulting to a local retailer which helped them obtain additional capital of $20,000. This additional capital allowed them to open a new location, expanding their geographic footprint and supporting the hiring of an additional employee.

Clare Chamber Business Fitness Series – The SBDC Regional Director facilitated the first session of the series. The introductory session was designed for individuals that are at the beginning stages of starting a business. Workshop attendees also learned about the resources available to them through the SBDC.

During 2015 MMCC instructors have worked with area business and non-profits in a number of ways. The College's acquisition of a 3D Printer not only strengthened its academic offerings in CAD design, it enabled students to work with local entrepreneurs to form a prototype or reverse engineer a part. MMCC CAD instructors worked with clients of the SBDC and CMU Research Corporation on such projects. Focusing on using student’s help to perform the project, while gaining valuable hands-on experience. This partnership offers inexpensive options for entrepreneurs while providing a great learning opportunity.

4. **MMCC supports technological advancement through industry partnerships, incubation activities, or operation of a Michigan technical education center or other advanced technology center.**

The construction and launch of the Morey Technical Education Center in Mt. Pleasant, funded largely through private donations, expanding the technical training opportunities in Isabella counties for both credential-seeking students and for incumbent workers. The Central Michigan Manufacturers Association has supported the project and will be a key partner in identifying needed training programs.

Implementation of a 3-year, $717,000 National Science Foundation (NSF) grant to support the Plastics industry, gained recognition from the Michigan Economic Development Corporation (MEDC) as a best practice model for engaging employers. The grant funds the development of a plastics training program, designed in a laddered fashion with multiple exit points on a continuum from a 120 hour workforce training credential to a transferable associate degree in partnership with area manufacturers and Ferris State University.

By receiving NSF approval to extend to a fourth year, MMCC will remain actively engaged in the education of students, parents, and educators – focusing on the value of STEM careers and the plastics industry. Through the NSF grant, MMCC will partner with the local Beaverton Activity Center to promote STEM and plastics education through various avenues including hands-on kits for students.
The college conducts ongoing needs assessment through surveys, advisory groups, strategic planning, focus groups, participation with professional or business associations, and one-on-one dialogue with community, student, or business and industry leaders.

5. The community college has active partnerships with local or regional workforce and economic development agencies.

The MMCC President and Executive Director of Workforce and Economic Development are board members on Middle Michigan Development Corporation, serving Clare and Isabella Counties.

MMCC’s Executive Director of Workforce and Economic Development is an active leader in numerous groups related to economic development including the Gladwin County EDC, the MiWorks! Economic Advisory Group, the Region 5 Prosperity Zones; the East Michigan Council of Local Governments Strategic Planning and Implementation Team, Great Lakes Regional Alliance, and STEM Network Leader for MMCC.

MMCC continues to network with other colleges including CMU, SVSU and Delta to develop and implement pilot programs to meet the recommendations made at the November 2014 Great Lakes Bay Regional STEM conference. The STEM Network at MMCC includes nearly 30 industry and education partners. It has developed an Employer Resource Toolkit and is working toward the development of an Employer Resource Center. It is the goal of the group to work across the entire eight county region that is covered by this initiative.

MMCC provided Rapid Response training to further support the economic development of the region, including Huron County. These 120 – 160 hour trainings provide entry level skill training in the areas of CNC and welding.

MMCC actively participates in local Chambers of Commerce as well as in small business associations, clubs and organizations. To support the needs of the business community, the College works in partnership with the Chambers and hosts events such as the Building Business Connections one day workshop. In addition, the College offers training sessions in topics such as:

- Supervisory Skills Training
- Employee Motivation
- Arc Flash Training
- Blue Print Reading
- Dealing with Conflict
- Emotional Intelligence
- Shop Math

Category B: Educational Partnerships

1. MMCC has active partnerships with regional high schools, intermediate school districts and career-tech centers to provide instruction through dual enrollment, direct credit, middle college, or academy programs.

Dual enrollment is an important component of the educational pathway offered to MMCC students. In the current semester (Fall 2015) 966 high school students, from 29 area high schools are participating in dual enrollment at Mid.
Seven of the 29 high schools offer an enhanced dual enrollment program characterized by a series of courses that build to significant progress toward a degree. These eight schools include:

- Beaverton High School
- Big Rapids High School
- Clare Public High School
- Farwell High School
- Gladwin High School
- Huron Intermediate School District
- Morley Stanwood High School
- Shepherd High School

While the relationship and configuration is unique to each school district, this programming approach regularizes course offerings and enables students to move through the program as a cohort. The program also fosters efficiencies in advising and registration as well as in peer support. Enhanced dual enrollment students receive additional college support through assessment, advising, and information opportunities to assist the student in transitioning from high school to college.

The Farwell Area Early College is a school within a school, where students have the potential to earn an associate's degree with 45 of the required 62 credits (or 75%) earned on the college campus - in alignment with the Power of the Site. The program overlaps and integrates high school and college coursework to provide opportunities for students to concurrently earn their high school diploma and an associate degree.

The Clare Gladwin Regional Education Service District (CGRESD) Career Technical Education program utilizes facilities and resources on MMCC's Harrison Campus. This program is primarily operated from the MMCC Harrison Campus. The College also offers articulated credit to CTE students to provide an incentive to College completion.

2. **MMCC hosts, sponsors, or participates in enrichment programs for area K-12 students, such as college days, summer or after-school programming, or science Olympiad.**

MMCC is actively involved in promoting educational opportunities for area youth. This involvement begins with participation by Early Childhood Education Coordinator Julie Ehle in the Great Start Collaborative to MMCC scholarship offerings. The list below provides a partial snapshot of such activities:

- **Transition Workshop** - held for first-time dual enrolled students. Topics include information related to the MMCC Bookstore and Learning Library Services, initializing online course materials and email accounts.

- **Dual Enrollment Mini Orientations** - MMCC Admissions Representatives and Off Campus Program Coordinator collectively provide mini orientations to high school students throughout the course of an academic year.
• **Science Olympiad Competition** - MMCC hosts the Science Olympiad competition, which is a national, non-profit organization designed to promote scientific literacy among all students, an interest in science, and recognition for academic achievement.

• **Occupational & Technical (Perkins) Career Fair/Game Day** - Participants (approximately 400) spend a half day at MMCC experiencing and exploring MMCC Occupational and Technical programs with College faculty and staff.

• **The MMCC Great Race** - Area high school Sophomores learn about MMCC in a unique student centered "race" filled with clues, campus exploration, puzzles, interaction, food, music, fun, etc. They discover the resources available at MMCC, including an emphasis on Perkins Programs. Approximately 750 sophomore students from five schools (Harrison, Gladwin, Farwell, Beaverton, and Clare) participate.

• **Junk Yard Wars** - MMCC collaborates with the Clare - Gladwin RESD to host approximately 75 middle and early high school students who are currently receiving special services in a fun event around a "Junkyard Wars" theme.

• **8th Grade Careers Day** - Cohosted by the Clare-Gladwin CTE and MMCC, the careers day brings to MMCC's campus about 500 eighth graders from two counties for career exploration opportunities.

• **MMCC College Day** - Two and four year colleges, universities and the armed forces are represented at this event hosted by MMCC, drawing attendance from about 500 high school sophomores, juniors and seniors.

• **8th Grade Honors Luncheons** - MMCC hosts two scholarship luncheons - one each at the Harrison and Mt. Pleasant campuses - to award MMCC scholarships to approximately 125 area students.

• **8th Grade Girls' Luncheons** - In collaboration with local women's organizations, two annual luncheons seek to motivate career and academic planning as well as social and interpersonal skills among approximately 200 attendees.

• **College 101** - MMCC is invited by area high school teachers to present MMCC/college information in senior exit classes (250 students, at 5 area high schools).

• **Taste of College** – MMCC and Clare-Gladwin RESD partner to offer monthly workshops to special needs students from five local school districts to assist students in developing knowledge about post high school options (19 students participated this past year).

• **Technical Center Visits and Tours** – Students from Bay/Arenac Skill Center, Renaissance Public Academy and other K-12 students were able to gain a better understanding of STEM careers through industry tours, Junior Achievement presentations, an open house, PlastiVan visits and various other activities.

In addition two long-term programs, the Educational Talent Search and the Students of Promise Program, are worthy of special note. The Educational Talent Search program hosted many events during the summer of 2014. They included cultural experiences, academic opportunities, campus tours, and career workshops.
Examples include:

- A high school trip to Chicago for three days, including visits to three colleges, major museums and landmarks.
- Team building and leadership skills with students at CMU.
- College visits to University of Michigan, Lake Superior State University, SVSU, Alma, and Kettering.
- A visit to CMU Health Professions Day.
- Visit to the cultural town of Frankenmuth, Sea Life Aquarium and the Da Vinci exhibit at Midland Center for the Arts.

The Students of Promise program, supported by the MMCC Foundation, holds an annual summer camp for the nearly 150 students enrolled in the program. The fifth annual camp this year was based on a "Save Our Oceans" marine life awareness theme. Eleventh grade students served as camp counselors. Students focused on marine life, learning how to save our oceans and healthy eating choices. They also enjoyed a trip to Michigan’s Sea Life Aquarium.

3. **MMCC provides, supports, or participates in programming to promote successful transitions to college for traditional age students, including grant programs such as talent search, upward bound, or other activities to promote college readiness in area high schools and community centers.**

The **Students of Promise** program, now in its ninth year, promotes cultural awareness, academic achievement, higher education, and social development to academically promising students who face significant challenges in their lives. The program inducts a cohort of 25 seventh graders from five local high schools each year. Students stay in the program through their senior year in high school. In total, the program serves nearly 150 students across Clare and Gladwin Counties. Students completing the program, who meet participation and other criteria, receive scholarships to MMCC upon graduation from high school.

The **Educational Talent Search (ETS)** program is a federally funded program administered locally by Mid Michigan Community College. Its aim is to increase the number of students going to and completing college from six local school districts (Beaverton, Clare, Coleman, Farwell, Gladwin and Harrison.) Students are not required to attend MMCC to be part of the program. ETS works primarily with low income, first generation college students in grades 6 – 12, offering services to 520 students this past year. Some of the services ETS provides include: financial aid assistance, campus visits, cultural experiences, career information, academic advising, college admissions assistance, and fee waivers for ACT and college admission applications.

Financial Aid Presentations at area high schools assist both parents and students in understanding the awarding and delivery processes for financial aid, including tips on completing the FAFSA. In 2014-15, four presentations were delivered to 130 participants.

In addition to direct service to area students, MMCC supports the professional development of teachers and the integration of technology. MMCC annually hosts the Michigan Moodle Moot, a statewide conference for users of the Moodle Learning Management System. The event brought together
educations, administrators, and technical support staff from K-12 and higher education to model and explore how to support teaching and learning.

4. **MMCC provides, supports, or participates in programming to promote successful transitions to college for new or reentering adult students, such as adult basic education, GED preparation, GED testing, or recruiting, advising or orientation activities specific to adults.**

MMCC offers support services to students in a range of situations and backgrounds including a dedicated advisor, financial aid officer, and part-time veteran’s representative who focuses his time and attention on support for veteran students, in addition to networking with the various veteran’s offices, rehabilitation centers and hospitals.

The College also provides pathways for adult students through its short-term training and rapid response courses.

MMCC is sensitive to employment activities in area workplaces and has taken a proactive in plant closures, as illustrated by the closing of the Dura plant. Thirty students started academic programs as a result of MMCC's intervention. Twenty-five graduated with associate's degrees and 3 students have one additional class to complete. Strategies included an advisor dedicated to this cohort; schedules that included free lunch periods for participation in "Lunch and Learn" workshops on a variety of college success strategies (e.g. stress and time management).

5. **MMCC has active partnerships with regional 4-year colleges and universities to promote successful transfer, such as articulation, 2+2 or reverse transfer agreements, or operation of a university center.**

In the 2014-15 academic year, began awarding the new Michigan Transfer Agreement (MTA). In addition, students studying in particular programs benefit from the many articulation agreements in place between MMCC and Michigan universities. These include:

Signed articulation agreements:

- 15 Agreements with universities and 6 with community colleges
- 34 Finished articulations
- 6 Articulations in process

Transfer guides with MMCC participation:

- 31 Institutions - 26 with universities and 5 with community colleges
- 12 Transfer guides prepared by MMCC and reviewed by transfer institution
- 26 Transfer guides prepared by transfer institution but reviewed regularly by MMCC
- 3 Transfer guides in process

Reverse transfer agreements have been signed or are in progress with Saginaw Valley State University, Central Michigan University, and Grand Valley State University. MMCC has also automated the
awarding of the MACRO Training Credential and the Michigan Transfer Agreement for all students who have completed the requirements and request a transcript sent from MMCC.

In addition, the College was selected by the Michigan Community College Association and Jobs for the Future, Inc., to participate in the Guided Pathways Project. This project brings faculty of different disciplines together to map courses and curricula in ways that streamline degree completion.

MRI consortium is a collaboration consisting of Grand Rapids Community College, Grand Valley State University, Kellogg Community College, Lake Michigan College, Lansing Community College and MMCC to offer three tracks in the Magnetic Resonance Imaging. The program gives access to students for the MRI competency and credential without duplicating costly equipment.

The Radiography program partners with Alpena Community College, Kirtland Community College, Lake Superior State University, Montcalm Community College and West Shore Community College to offer a seamless transition into MMCC’s Radiography program. MMCC also partners with Lansing Community College (LCC) so that students can seamlessly transfer from MMCC to LCC’s Surgical Technical program. Another great partnership between MMCC and Davenport University (DU) allows students to bridge from MMCC’s Medial Assistant program to DU’s Patient Case Manager program.

MMCC Health Sciences continues to build a partnership with CMU’s Health Professions programs. Four classes have been added at MMCC that transfer to several health-related degrees at CMU. MMCC’s Health Sciences Transfer Degree accommodate these students in their educational path. There were ten Health Sciences Transfer Degree graduates in May 2015.

Onsite student advising by transfer institutions at MMCC during 2013 - 2014 consisted of:

- 15 Transfer institutions visited MMCC campuses and advised MMCC students
- 95 Visits were made by transfer institutions

In addition to its focus on plastics, the College is strengthening its collaboration with Central Michigan University Research Cooperation (CMURC). In the coming year, MMCC faculty will work with CMU faculty on a smart-car initiative funded through the National Science Foundation. This collaboration will enable MMCC faculty to develop new strategies for hands-on learning.

**Category C: Community Services**

1. MMCC provides continuing education programming for leisure, wellness, personal enrichment, or professional development.

MMCC offered more than 15 non-credit courses in the 2014 - 2015 academic year. These courses enhance educational opportunities for incumbent workers, entrepreneurial classes for current and aspiring entrepreneurs and personal enrichment classes for adults of all ages.

Focused training programs for entry level positions in healthcare areas such as certified nurse’s aide and phlebotomy continued to draw significant enrollment. Other continuing education courses included Local Detention Training, Excel, QuickBooks, Customer Service, Heating Ventilation and Air Conditioning for maintenance personnel, and Computer Aided Design.
To promote the health and well-being of students, faculty, staff, and visitors, and to reduce involuntary exposure to secondhand smoke, MMCC became a tobacco free environment in 2013. In conjunction with this new policy, the College offered a number of educational and wellness programs.

As a part of its Honors in Action project, members of Phi Theta Kappa, in conjunction with MMCC’s Campus Council, hosted a student-oriented honors project. This project gave student groups the opportunity to showcase the inspiring and engaging aspects of their club or group to other MMCC students. The “What Moves You” event was a focus on how students express themselves when exploring new frontiers, global cultures and new ideas. How do students discover their inner passions, their inner nerd – what do they feel most nerdy about? This showcase was about what makes students “tick” – how they express themselves and what is their “WHY”. This year, the group is participating in the national movement, “Heads Up – America’s Promise”. This Honors-in-Action project focuses on the cost of college.

MMCC has been working with area residents in the development of a new Beaverton Activity Center, located in Beaverton. MMCC’s plastic program will be highlighted in the new plastics recognition room. This room will showcase local plastic pioneers along with the plastics process, jobs, and educational opportunities in the field. MMCC was a key donor by supplying furnishings for this new facility.

2. **MMCC operates or sponsors opportunities for community members to engage in activities that promote leisure, wellness, cultural or personal enrichment such as community sports teams, theater or musical ensembles, or artist guilds.**

MMCC worked with the Friends of the Clare County Parks and Recreation Committee to foster health and wellness by offering free visits to MMCC’s fitness center on the Harrison Campus. The free punch cards, sponsored by the committee, allowed patrons to use the fitness center free of charge. Implementation of a punch card program contributed to an increase in community memberships and greater awareness of the fitness center.

In addition to a fitness center, MMCC’s campus in Harrison also has 15 miles of mountain bike trails and 3 miles of walking/running trails. These trails are heavily used and even offer opportunities for snow shoeing and cross country skiing in the winter.

The College has basketball, bowling, and cross country teams for both men and women. These collegiate sports provide opportunities for students to compete and for the community to engage with the MMCC Lakers. As members of the NJCAA, these teams offer about 60 students an opportunity to participate in organized athletics.

For those more interested in the performing arts, MMCC offers two theatrical performances per year, with 6 - 7 performances in both spring and fall to about 1,000 community members and/or students during each run.

MMCC is a member of the Michigan Global Awareness Consortium, a group of five community colleges that has been coordinating shared global awareness events for 23 years. This consortium provides our students and community opportunities to experience and learn about other cultures by hosting performers and a speaker series each academic year. Speakers have ranged from Gordon Henry,
Anishinaabe poet and fiction writer, to speakers and performers from African countries, Vietnam, China, Islamic cultures, Hispanic cultures, and the local Amish community. These events are open to both students and community members.

3. **MMCC operates public facilities to promote cultural, educational, or personal enrichment for community members, such as libraries, computer labs, performing arts centers, art galleries, or television or radio stations.**

Many MMCC library services are available for public use. In total, there are 16 in-room computers with internet access along with eight laptop computers and two Kindles that the public can check out. The public may check out any book in our collection along with interlibrary loan services in which they can access texts from across the state. The public also has access to the library lamination machine, photocopying, faxing, printing and a typewriter.

MMCC provides computer/Internet access not only for our students and staff but the public are also welcome to use the 122 computers available across all three locations. The College provides computers to the local area libraries and non-profits either through a grant application or through our annual technology sale at a fraction of the cost of purchasing new.

MMCC produces multimedia content for the college in the Doan Center multimedia production studio. Production capabilities and resources include a full time multi-media production coordinator and student intern staff, multi-camera HD video recording and editing, chromate "green screen" capability in a large studio with controlled lighting, mobile on-location recording capabilities, an audio recording room, 3D modeling, animation, and rendering capabilities, motion graphics and animation, and In-studio or on-location digital photography. Annually, MMCC welcomes non-profit community groups to apply for a grant for multimedia production assistance.

4. **MMCC operates public facilities to promote leisure or wellness activities for community members, including gymnasiums, athletic fields, tennis courts, fitness centers, hiking or biking trails, or natural areas.**

The MMCC Fitness Center on the Harrison Campus is open to students and community members and provides an opportunity to work out in a state-of-the-art environment year round.

MMCC's Harrison Campus sits on 560 acres of wooded land. The college has worked with a number of groups, including a local mountain bike club, student groups, and local Boy Scouts, to develop a system of trails that are open to the public. There are three miles of groomed walking trails that are open year round for walking, running, snowshoeing, etc. There are over 15 miles of mountain bike trails on campus. The college holds mountain bike and foot races on campus each year. MMCC also hosts local high school cross country invitational meets.

MMCC makes its facilities available at no charge for local non-profit organizations. Organizations that regularly take advantage of this opportunity include Women's Aid Service, Central Michigan Health Department, 4-H, MARSP (Michigan Area Retired School Personnel), Clare-Gladwin Board of Realtors, ,
5. **MMCC promotes, sponsors, or hosts community service activities for students, staff, or community members.**

MMCC has a required service learning component integrated in its general education program. All students receiving a degree are required to fulfill the general education requirements. Our Social Science 200 course (Social Sciences & Contemporary America) utilizes the service learning model within its curriculum. Each student performs a minimum of 15 hours of service learning activities throughout the semester, typically with a volunteer or service organization in the local community. Students also complete a cap-stone style activity in which they demonstrate their understanding of how the various social sciences play a role in their respective community and society around them.

MMCC works to give back to the community through its "Doing Good in the Neighborhood" initiative. This initiative specifically addresses an objective outlined in the college's strategic plan. Under this umbrella, the college supports a number of activities including Jeans Day (employees pay $5 to wear jeans with proceeds contributed to a local charity. A number of MMCC student groups, including its Phi Theta Kappa honor society, spend countless hours volunteering in the community in activities such as "Relay for Life" or highway clean up. Administrators at the college are encouraged to volunteer with local non-profit organizations and are allowed to flex their work time accordingly.

MMCC participates every year in an annual United Way campaign. The campaign offers fun events for the college to come together and raise money to meet the goal that has been chosen. During the 2014 campaign, MMCC raised $9,500 thanks to the generous employees and students at MMCC. As employees enjoy the different campaign events, it helps to build comradery and a friendly competition across the college community.

MMCC’s Annual Barbeque not only raises money for student scholarships, it provides an opportunity for more than 2,500 members of the surrounding community to come together. The event includes the Timber Trail races - a half-marathon, 10-K run and 5-K run/walk; a car/truck/cycle show; local artists; and the local animal shelter.

The annual MMCC Fall Festival includes a large interactive Health Fair that is supported by local health care facilities and agencies. Approximately 14 vendors attend to provide health services.

The employees at MMCC take time each year to help area children have a merry Christmas. The employees hosted a holiday party for 65 children from Clare and Gladwin counties, complete with Santa, elves, presents, and pictures.

MMCC Student Services staff utilizes the THRIVE committee to find ways to assist MMCC students with the external issues that impact their overall academic success. Consisting of a cross-functional team of administrators, advisors, and faculty, the committee’s goal is to strengthen/build new relationships with agencies and organizations within the community to help in creating a referral system for students to external services. The committee to date has hosted two community outreach breakfasts serving a four-county area. The purpose of the breakfast was to introduce various agencies and organizations to
MMCC and to begin working collaboratively to form stronger partnerships. From the breakfast, a community bulletin board was created whereby these agencies and organizations can e-mail, drop off, or mail information that they feel might be of interest to MMCC students. MMCC posts and maintains the bulletin board, which has locations on both campus locations.

**Recommended Action**

Community colleges seeking performance funding through the State of Michigan are required to submit the evidence of such value and a certifying resolution from the Board of Trustees. It is recommended that the Mid Michigan Community College adopt the following resolution:

The Mid Michigan Community College Board of Trustees certifies that the College does meet the best practice standards required for state appropriations under Michigan Public Act 85 Therefore, be it resolved: that the Local Strategic Value Resolution is hereby adopted by Mid Michigan Community College's Board of Trustees at a regular meeting the sixth day of October, 2015.

_____________________________
Richard S. Allen, Jr., Board Secretary
**Agenda Item V-E  Membership in ACCT**

**Board Consideration: Action**

**Background:**

MMCC has not been a member of the Association of Community College Trustees (ACCT) since 2013. We have received an invitation to join at a cost of $4,063.

Information about the ACCT is attached.

**Recommendation:**

It is recommended the Board decide whether or not to join the ACCT.
INVITATION TO MEMBERSHIP INVOICE

June 15, 2015

Customer/Invoice # 3227

Dr. Christine M. Hammond
President
Mid Michigan Community College
1375 S Clare Ave
Harrison, MI 48625-9442

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT FEDERAL TAX ID#52-6120210</td>
<td>$4,063</td>
</tr>
<tr>
<td>Association of Community College Trustees Membership</td>
<td></td>
</tr>
<tr>
<td>Board of Trustees Annual Dues: July 1, 2015 – June 30, 2016</td>
<td></td>
</tr>
<tr>
<td>2014 Fall District Headcount Enrollment Full &amp; Part-Time Credit:</td>
<td></td>
</tr>
</tbody>
</table>

INVOICE TOTAL: $4,063

Return a copy of your invoice with your payment by mail to: ACCT, Dept. 6061, Washington, D.C. 20042-6061

For questions regarding your invoice, please email payments@acct.org or call toll free (866) 895-2228
100k+
Unique visitors to our websites:
- www.acct.org
- www.trustee-education.org
- www.TrusteesForStudentSuccess.org
- www.acctsearches.org

2,800+
Participants in events, including the ACCT Leadership Congress, Community College National Legislative Summit, and Governance Leadership Institutes

350
Online trustee educational seminar participants

6,800+
Member trustees & presidents

22
Community college presidents, vice presidents, and deans successfully placed through Search Services
A Few Words...

Letter from ACCT Chair and President

In 2009, the ACCT Board of Directors endorsed a new set of strategic priorities called Access for Success to refine ACCT's vision for the 2010-2015 term. The name refers to the community college movement's historic commitment to providing equal access to higher education to anyone who seeks it. The Access for Success priorities build on that commitment, adding a new emphasis on student success.

The first of these strategic priorities is "advocating for federal funding and programmatic priorities that balance promoting access while improving community college persistence and completion." In other words, the college completion agenda is important because it is a large part of ACCT's vision for the future role of community colleges.

For four and a half decades, the association has continued to do what we do best: advocating on behalf of our nation's community colleges in Washington, D.C. and making sure our member trustees are prepared and equipped to handle the demands of serving on a public two-year college governing board. Over the past year, we issued new educational and policy briefs on financial aid and student loan cohort default rates, brought together thousands of trustees and college presidents for our annual ACCT Leadership Congress, Community College National Legislative Summit and Governance Leadership Institutes, and performed institutional assessments, facilitated board retreats, self-evaluations and presidential evaluations at scores of member colleges.

But we aren't stopping there. As you will read in the pages that follow, ACCT has continued to expand on our promise of student success through the annual Symposium on Student Success, the Governance Institutes for Student Success, and our successful partnerships with Single Stop USA and the Institute for College Access and Success. We have placed a higher-than-ever priority on communicating the importance of community colleges and good governance, and the results are showing in improved traditional and new media engagement.

This report illustrates that we have kept our commitment to our historic mission while at the same time shaping opportunities for the future. On behalf of the ACCT Board of Directors, staff, and all of our member trustees and presidents, we are exceedingly proud of all the accomplishments and advancements made by the association and our members. The state of the association is perhaps stronger than ever because our commitment — the heart of everything we do — is stronger than ever.

We truly believe that the work we do every day is vitally important to our students and to the nation's future, and we thank you for your support, your participation, and all the time and heart that you dedicate to your college.

LeRoy W. Mitchell
Chair
Westchester Community College, NY

J. Noah Brown
ACCT President and CEO
For over 45 years, ACCT has been a leading force in Washington, D.C. for the advocacy of community colleges. Over the past year, ACCT has continued to fight for adequate federal-level funding and student-support services while at the same time advising legislators as they craft policies that stand to affect our institutions and students both immediately and far into the future.

Among the priorities ACCT fought hard for in Washington are:
- Higher Education Act reauthorization
- Pell Grants
- More accurate data and measures of student success
- A stronger 'maintenance of effort' at the state level to assist college completion
- FAFSA simplification
- Student borrowing reforms
- Federal regulatory requirements
- The proposed Postsecondary Institution Rating System
- The Workforce Investment Act
- Funding for community and technical colleges
- Tax simplification
- Gainful employment

The association works in close collaboration with the White House, U.S. Congress, the Departments of Education and Labor, the Washington Higher Education Secretariat, leading foundations and other organizations to stay up to date on recent developments and keep the nation’s thought leaders aware of the vital importance of community college boards. Read our latest letters to Congress and federal offices at www.acct.org/letters-congress.
New Publications

Protecting Colleges and Students: Community College Strategies to Prevent Default

Student-loan defaults are a major consideration for community and technical colleges for many reasons, not the least of which is that default rates can compromise a college's eligibility to participate in federal-loan programs and other federal support. This new report offers an overview of the problem and recommends changes to improve the system.


Federal financial aid is a crucial tool to support both access and success for students in higher education. This new guidebook, free to ACCT members, gives community college leaders everything they need to know about federal financial aid programs.

First in the World: Community Colleges and America's Future

Authored by ACCT President and CEO J. Noah Brown, First in the World won the 2013 Bellwether Book Award. Brown writes about the intersection between community colleges and America's need to regain both economic momentum and its position as first in the world with respect to college degree or certificate attainment. By connecting past economic and education policies and investments to possibilities for the future and continued national progress, Brown reminds us that restoring America's prominence is within reach. (Published by Rowman & Littlefield, www.rowman.com.)

Community College Governance Recognition Program

The CCGRP recognizes trustee participation in educational programs and training opportunities. Find out more at www.trustee-education.org.
Serving Boards

ACCT is committed to assisting boards by enhancing their capability to provide effective lay governance and leadership to strengthen the capacity of community colleges to achieve their mission on behalf of their communities.

Retreats
Retreats strengthen communication and understanding among board members, which leads to a stronger, more effective working group. Last year, ACCT facilitated 25 retreats for 23 colleges in Arizona, California, Idaho, Illinois, Massachusetts, Michigan, New Jersey, New Mexico, New York, North Carolina, Saipan, Texas, and West Virginia.

Board Self-Assessment and Presidential Evaluations
Evaluations provide opportunities for the board and president to take stock of their contributions, establish a learning agenda around emerging issues and needs, and strengthen the board/president relationship. ACCT conducted eight assessments or evaluations in the past year in California, Maryland, Nevada, Ohio, Oregon, Texas, and Washington.

Leadership Structure Analysis and other Services
Assessment of administrative and leadership structures is critical to the ongoing health of every community college. Through on-campus site visits, analysis of organizational structures, environmental challenges, mission, vision and strategic goals, and talent gaps, ACCT helps boards and presidents conduct custom-designed analyses to improve organizational functioning and outcomes. ACCT performed six institutional analyses over the past year in Arizona, California, Northern Marianas Islands, Saipan, and Washington.

Selecting a president or chancellor is one of the most momentous decisions made by a board of trustees. The decision has far-reaching implications for the board, the college, and the community. ACCT's Search Services help member boards find not just a good leader, but the best leader to suit their unique needs. We are unique among executive search groups because we exist solely to help our member colleges succeed, and we are intimately familiar with community college trends and help to find visionary leaders who can guide the college into the future. Last year, ACCT placed 16 presidents or chancellors and six vice presidents or deans in 20 colleges across the United States, including California, Colorado, Delaware, Idaho, Kansas, Louisiana, Maryland, Nebraska, New Mexico, Oklahoma, Pennsylvania, Texas, Washington, West Virginia, and Wyoming.
Live & Online Events

This year, ACCT brought together record numbers of participants at in-person gatherings throughout the country as well as online. ACCT offers many opportunities for community college leaders to connect and share best practices with peers while expanding their knowledge about national trends in public policy and higher education. Annual events include:

- ACCT Leadership Congress
- Community College National Legislative Summit
- Governance Leadership Institutes
- Governance Institutes for Student Success
- Online education events and seminars

ACCT’s ever-expanding webinar series brought education to over 350 trustees in the comfort of their own board rooms or homes.
The association serves community college trustees who, in turn, serve community college students. Student success is at the heart of ACCT’s work. With support from the Bill & Melinda Gates, Kresge and Lumina Foundations, ACCT’s Symposium on Student Success has become an annual event that has helped to advance collaborative thinking, planning, and the creation of policies that advance student success. With additional support from ACCT Corporate Council member Ellucian, the Symposium and student success-related sessions from the ACCT Leadership Congress are available for viewing online at no cost at www.acct.org/demand-video.

The Student Success Policy Action Agenda developed during the ACCT Symposium on Student Success has been widely adopted by community college boards.
While working on student success and completion policy at the national level, ACCT's state-by-state and region-by-region Governance Institute for Student Success (GISS) program continues to expand. Now in its fifth year, the GISS, a partnership between ACCT and the Student Success Initiatives at the University of Texas at Austin, continues to prepare trustees and presidents to undertake transformational work at their institutions by analyzing and applying institutional data to make evidence-informed decisions. Over the past year, leaders from 45 colleges in the states of Florida and Ohio, and the Northern and Southern California regions deliberated on policies to improve student performance and outcomes. While several of these institutes were new, Ohio convened its third GISS meeting, which focused on enhancing board members' understanding of the context, process, and implications of Ohio's new performance-based funding model and the use of data. The association is excited to continue the expansion of GISS services to new regions that are ready to advance community college student success. More information about GISS and ACCT's other student success initiatives is available at www.governance-institute.org.
Building Partnerships

Student Success Partners

BILL & MELINDA GATES foundation | ellucian | THE KRESGE FOUNDATION
LUMINA Foundation for Education | Single Stop USA | the institute for college access & success

Corporate Partners

ACT | CAMPUSWORKS | CollegeBoard
connectededu | EdFinancial Services | ellucian
emsi | PEARSON | USAFunds
Connecting with Members

Member Publications

ACCT continues to keep members abreast of news, trends, best practices, and legislative developments through our award-winning member magazine Trustee Quarterly.

The new Trustee Talk electronic newsletter answers questions asked by members ranging from "Trusteeship 101" to complex of-the-moment issues.

Latest Action in Washington E-Alerts and the Capitol Connection newsletter provide time-sensitive updates and action alerts related to legislation that affects community colleges.

The Advisor newsletter keeps members informed about ACCT business, including Board of Directors and committee nominations and elections, proposals to changes in the ACCT Bylaws and more.
Staying Connected

Social media like Twitter and Facebook are among the quickest and most convenient means of getting information, and ACCT's social media presence has exploded over the past couple of years. The more than 2,200 people who follow @CCTrustees on Twitter are the first to hear about important public policy developments, advocacy alerts, research, and other time-sensitive information as it happens. And the ACCT mobile app for iPhone, iPad, and Android devices not only makes navigating events easier, but it also puts additional resources at your fingertips, with quick links to the ACCT website, social media profiles, and a directory of U.S. Congress, complete with phone numbers and email addresses of your federal representatives.

750+
Facebook fans. "Like" us on Facebook to keep up with the latest news, and find yourself in ACCT's photo albums.
www.facebook.com/CCTrustees

2,200+
Followers on Twitter, including member trustees, presidents, colleges, federal officials and educational thought leaders.
www.twitter.com/CCTrustees
Promoting Your Value

Media Relations

From the Chronicle of Higher Education and Inside Higher Ed to U.S. News and World Report, National Public Radio, and the United Kingdom's Times Higher Education and other outlets, ACCT has received unprecedented media attention over the past couple of years. ACCT is a tireless advocate for the nation's community colleges and the importance of effective governance.
### Financial Report

<table>
<thead>
<tr>
<th>Assets</th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and cash equivalents</td>
<td>$3,208,835.00</td>
<td>$2,945,246.00</td>
</tr>
<tr>
<td>Accounts receivable, net</td>
<td>$530,606.00</td>
<td>$781,801.00</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>$203,190.00</td>
<td>$229,668.00</td>
</tr>
<tr>
<td>Inventory</td>
<td>$41,828.00</td>
<td>$45,008.00</td>
</tr>
<tr>
<td>Total Current Assets</td>
<td>$3,984,459.00</td>
<td>$4,001,723.00</td>
</tr>
<tr>
<td>Investments</td>
<td>$3,512,813.00</td>
<td>$3,052,048.00</td>
</tr>
<tr>
<td>Net property and equipment</td>
<td>$223,915.00</td>
<td>$332,419.00</td>
</tr>
<tr>
<td>Security deposits</td>
<td>$23,769.00</td>
<td>$23,769.00</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td><strong>$7,744,956.00</strong></td>
<td><strong>$7,409,959.00</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Liabilities and Net Assets</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Current liabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts payable and accrued expenses</td>
<td>$185,141.00</td>
<td>$196,706.00</td>
</tr>
<tr>
<td>Deferred revenue</td>
<td>$2,785,065.00</td>
<td>$2,843,471.00</td>
</tr>
<tr>
<td>Capital lease obligation</td>
<td>$18,289.00</td>
<td>$17,926.00</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>$2,988,495.00</td>
<td>$3,058,103.00</td>
</tr>
<tr>
<td>Non-Current Liabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital lease obligation, net of current portion</td>
<td>$29,720.00</td>
<td>$48,009.00</td>
</tr>
<tr>
<td>Deferred rent expense</td>
<td>$49,541.00</td>
<td>$61,823.00</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td><strong>$3,067,756.00</strong></td>
<td><strong>$3,167,935.00</strong></td>
</tr>
</tbody>
</table>

| Unrestricted Net Assets     |                 |                 |
| General                     | $3,976,259.00   | $3,639,036.00   |
| **Board designated:**       |                 |                 |
| ACCT Trust                  | $195,454.00     | $206,004.00     |
| Categorical                 | $505,487.00     | $396,984.00     |
| **Total Net Assets**        | **$4,677,200.00** | **$4,242,025.00** |

**TOTAL LIABILITIES AND NET ASSETS**  
$7,744,956.00  
$7,409,959.00
Governance

ACCT Board of Directors and Committees
October 2013–October 2014

BOARD OF DIRECTORS

EXECUTIVE COMMITTEE
LeRoy W. Mitchell, Chair
Westchester Community College, NY
Robin M. Smith, Chair-Elect
Lansing Community College, MI
Roberto Zárate, Vice Chair
Alamo Colleges, TX
Bakari G. Lee, Secretary Treasurer
Hudson County Community College, NJ
Jean Torgeson, Immediate Past Chair
North Iowa Area Community College, IA

REGIONAL CHAIRS
Diane Gallagher, Central Regional Chair
Highland Community College, IL
William E. Coleman, Jr., Northeast Regional Chair
Mercer County Community College, NJ

Jim Harper, Pacific Regional Chair
Portland Community College, OR
Randall Jackson, Southern Regional Chair
Midlands Technical College, SC
Robert Feit, Western Regional Chair
Southeast Community College, NE

BOARD MEMBERS
Kirsten Diederich
North Dakota University System, ND
Stanley Edwards
Halifax Community College, NC
Mary Figueroa
Riverside Community College District, CA
Connie Hornbeck
Iowa Western Community College, IA
Vernon Jung
Maraine Park Technical College, WI
Gregory Knott
Parkland College, IL

Jeffrey A. May
Joliet Junior College, IL
Kent O. Miller
Mid-Plains Community College, NE
Clare Ollayos
Elgin Community College, IL
Hector Ortiz, Diversity Committee Chair
Harrisburg Area Community College, PA
George Regan
Robeson Community College, NC
Dana Saar
Maricopa Community Colleges, AZ
Jane Strain
Cochise College, AZ
David H. Talley
Palm Beach State College, FL
Rafael Turner
Mott Community College, MI
Emily Yim
Edmonds Community College, WA

Thank You

Thanks to our members, sponsors, and donors for their generous support.

STRATEGIC PARTNERS
Bill & Melinda Gates Foundation
Kresge Foundation
Lumina Foundation
Single Stop USA
The Institute for College Access and Success

CORPORATE PARTNERS
ACT
CampusWorks
College Board
ConnectEDU
EMSI
EdFinancial Services
Ellucian
Pearson
USA Funds

NEW LIFETIME MEMBERS
Geoffrey L. Baum
Thomas M. Bennett
Paul J. Cunningham
Molly Beth Malcolm
Thomas W. Malone
Betti Singh
Joshua L. Smith
ACCT Staff

EXECUTIVE STAFF

J. Noah Brown
President and CEO

Tonya Harley
Finance & Operations Management Officer

Narcisa A. Polonio
Executive Vice President for Education, Research, and Board Services

Jee Hang Lee
Vice President for Public Policy and External Relations

Laure Savona
Operations Officer for Board Services

Pat Ma
Program Specialist, Governance Institute for Student Success

Christina Sage Simons
Education Events Specialist

Miya Simpson
GISS Project Coordinator

John Steinecke
Search Services Specialist

Marc Wollenschlaeger
Board Services Associate

COMMUNICATIONS

David Conner
Communications and Publications Manager

EXECUTIVE AND BOARD RELATIONS

Karen Lomax
Executive Assistant to the President and CEO

Indya Rogers
Board & Publications Assistant

MEMBERSHIP SERVICES

Kaitlin Prindle
Membership Services Associate

PUBLIC POLICY

Bryce McKibben
Policy Analyst

Jennifer Stiddard
Senior Public Policy Associate

By Department

ADMINISTRATIVE SERVICES

Shamika Smith
Administrative Assistant

BOARD LEADERSHIP SERVICES

Colleen Allen
Board Program Specialist

Anne Campbell
Board Services Associate

Morgan Chandler
Board Services Associate

Julie Golder Allon
Search Services Coordinator

Enrique Huaiquil
Program Associate for Audio Visuals

Andrew Laine
Board Services Program Associate

Jeremy Lightner
Recruiter and Project Associate
Agenda Item V-E: Administrative Early Retirement Incentive

Board Consideration: Action

Background:

Attached is a letter from Gail Nunamaker, Executive Director of Human Resources, requesting the Board approve an early retirement incentive request per Board Policy 407.01 Administrative Early Retirement Incentive.

President Hammond is recommending Ms. Nunamaker for the incentive program.

Recommendation:

It is recommended the Board approve Ms. Nunamaker’s early retirement request.
RETIREMENT INCENTIVE PROGRAM

LETTER OF INTENTION TO RETIRE

Date of Execution: 10-06-15

Pursuant to the retirement incentive program, as provided in the Board of Trustees Policy Manual dated August 3, 1993, as amended December 7, 1999, last approved on November 3, 2009, and any subsequent revisions per their effective date, I hereby resign my employment with Mid Michigan Community College and elect to retire effective November 6, 2015. I understand that the only benefit I will receive as a result of retiring early and waiving my employment rights is the special Retirement Incentive Program benefits, as set forth in the Board Policy Manual.

I agree and recognize that my relationship with the College is permanently and irrevocably severed as of my retirement date. I further agree that I will not apply for or otherwise seek full-time re-employment with Mid Michigan Community College and that the College has no obligation, contractual or otherwise, to re-employ me in the future.

I agree and recognize that my retirement is voluntary and, therefore, I am not entitled to any unemployment benefits. I further agree that I will not apply for or draw unemployment compensation. I will also notify the Michigan Employment Security Commission of this agreement.

In exchange for the special retirement benefits program and other consideration received by me under the Board Policy Manual, I further waive any claims arising from or relating to my employment or separation from employment including, without limitation, any claims arising under the Age Discrimination in Employment Act, but excluding any claim arising after the date of this Letter of Resignation. I further acknowledge that I have not incurred any physical or mental injuries during the course of my employment with the College which would be compensable under any Worker’s Compensation Act for which I have not already received full compensation.

The foregoing waiver is made by me but shall also bind my heirs, executors, administrators, successor and assigns. The waiver will enure to Mid Michigan Community College and also to its Board of Trustees, officers, employees, agents, and all predecessors, successors and assigns.
I understand that the special retirement program covers all full-time administrators who are covered by the Board Policy Manual and who retire in accordance with the terms identified in the Administrative Retirement Incentive Program Policy.

I acknowledge that there are no agreements, other than the agreements referred to in this Letter of Resignation and the Board Policy Manual, with respect to my termination of employment or the benefits that I will receive upon termination of employment.

I acknowledge that I have been given a period of at least 45 days in which to consider this Letter of Separation, including the foregoing waiver, and that I have been advised to consult with an attorney before executing this Letter of Resignation.

I understand that for a period of seven (7) days following execution (by 10-13-15) I may revoke this Letter of Resignation and waiver by notifying the College in writing. If not revoked in this manner, I understand this Letter of Resignation and the included waiver will become effective on the eighth day following its execution.

Dated: October 6, 2015    By: [Signature]
VI-A: Calendar of Events

Board Consideration: Information

Background:

Oct 22 & 23  MCCA Autumn Board of Directors Meeting – St. Clair County Community College
Nov 3       MMCC Board of Trustees Workshop – 6:00 p.m., Superior Room, Harrison
Nov 3       MMCC Board of Trustees Regular Meeting – 7:00 p.m., Superior Room, Harrison
Nov 6       MCCA President’s Committee – 9:00 a.m., Lansing
Nov 20      MCCA Executive Committee – 10:00 a.m., Lansing
Nov 25      Faculty Professional Development Day – No Classes
Nov 26 – 28 Thanksgiving Break - College Closed
Dec 1       MMCC Board of Trustees Workshop – 6:00 p.m., Superior Room, Harrison
Dec 1       MMCC Board of Trustees Regular Meeting – 7:00 p.m., Superior Room, Harrison
Dec 6       MMCC Community Holiday Celebration – 6:00 p.m.
Dec 11      MMCC Staff Holiday Celebration Party – 5:00 p.m.
Dec 18      Fall 2015 Ends
Dec 24 – Jan 1 College Closed

2016
Jan 5       MMCC Board of Trustees Workshop – 6:00 p.m., Superior Room, Harrison
Jan 5       MMCC Board of Trustees Regular Meeting – 7:00 p.m., Superior Room, Harrison
Jan 6       Faculty Orientation Day
Jan 9       Winter 2016 Begins
Jan 27      MCCA New Trustee Orientation – 2 p.m., Lansing
Jan 28      MCCA Legislative Summit – 8:30 a.m., Lansing
Feb 2       MMCC Board of Trustees Workshop – 6:00 p.m., Superior Room, Harrison
Feb 2       MMCC Board of Trustees Regular Meeting – 7:00 p.m., Superior Room, Harrison
Mar 1       MMCC Board of Trustees Workshop – 6:00 p.m., Superior Room, Harrison
Mar 1       MMCC Board of Trustees Regular Meeting – 7:00 p.m., Superior Room, Harrison
Mar 5-11    Spring Break

Recommendation:

None
Agenda Item: VI-B: Board Comments-Other Business

Board Consideration: Information

Background:

1. Fall MCCA Meeting – St. Clair County Community College, October 22 and 23

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

Recommendation:

None.