**Approval of Agenda**

- **Item II, Approval of Agenda**
  - Presenter: Board Chair Jacobson
  - Board Consideration: Action

- **Item III, Public Comment**
  - Presenter: Board Chair Jacobson
  - Board Consideration: Information

**Approval of Consent Items**

- **Item IV, Approval of Consent Items**
  - Presenter: Board Chair Jacobson
  - Board Consideration: Action

**Unfinished Business**

- **Item V-A: Presidential Candidate Finalist Selection**
  - Presenter: Trustee Petrongelli
  - Board Consideration: Information/Action

**New Business**

- **Item VI-A: Correspondence and Announcements**
  - Presenter: President Hammond
  - Board Consideration: Information

- **Item VI-B: Full Time Status for Jessica Chamberlin**
  - Presenter: President Hammond
  - Board Consideration: Information/Action

**Board Comments**

- **Item VII-A: Calendar of Events**
  - Presenter: Board Chair Jacobson
  - Board Consideration: Information

- **Item VII-B: Board Comments - Other Business**
  - Presenter: Board Chair Jacobson
  - Board Consideration: Information
Approval of Agenda

Item II, Approval of Agenda

Presenter: Board Chair Jacobson

Board Consideration: Action

Approval of Agenda.

*Recommendation:*

It is recommended the Board approve the agenda as presented.
Approval of Agenda

Item III, Public Comment

Presenter: Board Chair Jacobson

Board Consideration: Information

The Board will allow public comment at this time.

Recommendation:
None, informational.
Approval of Consent Items

Item IV, Approval of Consent Items

Presenter: Board Chair Jacobson

<table>
<thead>
<tr>
<th>Board Consideration: Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Minutes- March 3, 2020 Regular Meeting, March 18, 2020 Special Meeting</td>
</tr>
<tr>
<td>B. Monthly Financial Report:</td>
</tr>
<tr>
<td>4. Gifts and Donations: Donations totaling $14,472 were received for the Scholarship and Grant Fund in February 2020.</td>
</tr>
<tr>
<td>C. Monthly Personnel Report</td>
</tr>
</tbody>
</table>

Recommendation:
It is recommended the Board approve the consent items as described by the Board Chair.
Mid Michigan College Board of Trustees Regular Meeting

March 3, 2020 – page 1
The meeting took place in the Esther C. Conference Room, Harrison Campus.

Present: Douglas A. Jacobson, Board Chair; Betty M. Mussell, Vice Chair; Richard S. Allen, Jr., Secretary; Thomas W. Metzger, Treasurer; Eric T. Kreckman, Trustee; Terry Petrongelli, Trustee; Christine M. Hammond, Ph.D., President; Jennifer Fager, Ph.D., Vice President of Academic Affairs; Lillian Frick, Vice President of Finance and Facilities; Scott Mertes, Ph.D., Vice President of Outreach and Advancement; Thomas Olver, Associate Vice President of the Mid Foundation; Lori Fassett, Associate Vice President of Human Resources; Kim Barnes, Associate Vice President of Security Operations and Systems; Peter Velguth, Ph.D., Assistant Vice President of Institutional Research; JJ Mertz, Full Time Faculty- Math; Shawn Troy, Dean of Workforce and Career Education; Al Ayers, Lead Maintenance- Mt. Pleasant; Angela Provart, President- Pauly Group

Absent: Carolyn C. Bay, Trustee

Agenda Item I: CALL TO ORDER

The Board Chair called the meeting to order at 7:00 PM.

Agenda Item II: APPROVAL OF AGENDA

With no proposed changes, the Board Chair stated that the agenda stands as approved as reflected in the Board packet.

Agenda Item III: PUBLIC COMMENT

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

Agenda Item IV: APPROVAL OF CONSENT ITEMS

The Board Chair stated the consent items stand as approved.

Agenda Item V-A: HARRISON CAMPUS RENOVATIONS

Vice President of Finance and Facilities Lillian Frick presented the latest on the Harrison campus renovations.

Agenda Item VI-A: CORRESPONDENCE AND ANNOUNCEMENTS

President Hammond provided an overview of the coronavirus taskforce and thanked the members for their service.

Mid has been selected as one of four test study sites in Michigan for the Federal Work Study program. This pilot expands opportunities, by allowing funds to support FWS to students
Mid Michigan College Board of Trustees Regular Meeting

March 3, 2020 – page 2

working in the private sector, as well as low income students during their student teaching and clinical rotations.

**Agenda Item VI-B: ALCOHOL AUTHORIZATION FOR MCCB**

Vice President Jennifer Fager requested the Board allow alcohol on campus for the Michigan Community College Biologists (MCCB) Spring 2020 Conference event that will be held at the Mt. Pleasant campus on May 29th & 30th. MCCB would like to allow guests a social time including beer and wine on Friday evening, May 29th.

Trustees questioned who was going to be at the event to be responsible. There was also a question as to the liability of the college for events such as this. It was stated that the event hosts would need to be responsible for the liquor license and they would be paying for rental of the building, including security and janitorial services since the event is taking place outside of normal business hours.

Item was tabled until the April meeting and more information could be gathered about the event.

**Agenda Item VI-C: BPO FOR AUXILIARY SERVICES**

Vice President Frick presented the Board with a request for a Blanket Purchase Order to provide digital book sales with Redshelf in the amount of $70,000. The previously budgeted amount of $20,000 was not enough.

Motion by Trustee Mussell, to approve the Blanket Purchase Order in the amount of $70,000 for digital book sales with Redshelf. Second by Trustee Petrongelli. All Ayes; Motion Carried.

**Agenda Item VI-D: REVISED 2020 BUDGET**

Vice President Lillian Frick presented the Board with a revised 2020 budget.

Motion by Trustee Mussell to approve the 2020 Budget as presented. Second by Trustee Metzger. All Ayes; Motion carried.

**Agenda Item VI-E: BOARD OF TRUSTEES MEETING SCHEDULE 2020-2021**

President Hammond presented the Board with the proposed 2020-2021 Board of Trustees Meeting Schedule.

Motion by Trustee Petrongelli to approve the 2020-2021 Board of Trustees Schedule. Second by Trustee Metzger. All Ayes; Motion carried.
Agenda Item VI-F: NC3 SNAP-ON ELECTRONIC TORQUE CERTIFICATION KIT PURCHASE

Dean Shawn Troy presented the Board with a request to purchase a NC3 Snap-On Torque Kit to be utilized by the Automotive & Diesel Service program in addition to Mid’s AIM program. The money for this purchase will come from Perkins Grant funding.

Motion by Trustee Mussell to approve the purchase of the Snap-On Electronic Torque Certification Kit in the amount of $45,605.65. Second by Trustee Kreckman. All Ayes; Motion carried.

Agenda Item VI-G: FINANCIAL RATIOS

Vice President Lillian Frick presented the Board with Mid’s financial ratios. The Higher Learning Commission requires the college to report on four ratios annually. Those ratios are: Primary Reserve Ratio, Net Operating Ratio, Return on Net Asset Ratio, and Viability Ratio.

Agenda Item VI-H: PRESIDENTIAL CANDIDATE SEMI FINALIST SELECTION

Angela Provart, President of the Pauly Group presented the Board with 8 candidates selected by the Presidential Search Committee as Semi Finalists for Mid’s Presidential position. The Board reviewed the selection of those 8 Semi Finalist candidates. The Semi Finalists approved by the Board will be interviewed by the Search Committee during the dates of March 23-25, via Zoom video conference technology.

Motion by Trustee Petrongelli to approve the selection of the 8 Semi Finalist candidates, as selected by the Presidential Search Committee. Second by Trustee Mussell. All Ayes; Motion carried.

Agenda Item VII-A: CALENDAR OF EVENTS

A Northern Tradition will take place on April 19th at Jay’s Sporting Goods in Clare. Tickets are $50 each and are on sale now through the Mid Foundation.
Agenda Item VII-B: OTHER BUSINESS

Three searches for full-time faculty (filling existing positions) are underway. The search is expected to conclude by the end of March.

Mid received a grant worth $3,000 from the Clare County Community Foundation along with a $3,000 grant from the Mid Michigan College Foundation, all of which will be used towards a disc golf course on the Harrison Campus. The Facilities Committee of the Board will review the proposed course when the drawings are completed.

Meeting adjourned at 7:50 PM

Recording Secretary,
Amy Lince
Executive Assistant to the President and Board of Trustees

_________________________________________  _______________________________________
Douglas A. Jacobson, Board Chair                  Richard S. Allen, Jr., Board Secretary
Mid Michigan College Board of Trustees Regular Meeting

March 18, 2020 Special Board Meeting – page 1
The meeting took place in the Esther C. Conference Room, Harrison Campus.

Present: Douglas A. Jacobson, Board Chair; Betty M. Mussell, Vice Chair (via phone); Richard S. Allen, Jr., Secretary (via phone); Thomas W. Metzger, Treasurer; Eric T. Kreckman, Trustee (via Zoom); Terry Petrongelli, Trustee; Christine M. Hammond, Ph.D., President; Matt Miller, Ed.D., Vice President of Student Services

Absent: Carolyn C. Bay, Trustee

Agenda Item I: CALL TO ORDER

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

Agenda Item II: STUDENT SUCCESS TECHNOLOGY PURCHASE

Vice President Matt Miller presented the Board with a request to purchase new Student Success Technology, condensing our contracts down to three providers. The cost for the first year would be around $212,000 with annual costs for years 2-5 projected at less than $107,000 each year.

VP Miller reviewed the packages that we currently have. The proposed packages enable us to take a suite of about 8 products to only two. This will foster integration. There was discussion about the integration and the role of IT and the importance of training. This will require additional training for our employees. It will also require changes to our business practices. There was also a discussion about the importance of recruitment and retention efforts.

Motion by Trustee Kreckman to approve the Student Success Technology purchase as presented. Second by Trustee Pettrongelli. All Ayes; Motion carried.

Agenda Item III: OTHER BUSINESS

None.

Meeting adjourned at 7:20 PM

Recording Secretary,
Christine M. Hammond, Ph.D.
President

_______________________________  ________________________________
Douglas A. Jacobson, Board Chair    Richard S. Allen, Jr., Board Secretary
GENERAL FUND REVENUE:

- 2019-20 tuition and fee revenue budget is based on an eight (8) percent enrollment decrease from 2018-19 levels. Fall tuition and fees revenue represents 41% of the total 2019-20 budgeted tuition and fees revenue. The 2020 Winter term registration began on October 14, 2019 and accounts for the balance of the tuition and fees revenue to date. The final Winter 2020 enrollment reflected a 0.8% decrease from prior year levels.
- State appropriations revenue for 2019-20 increased 4.1% and was booked in October at $5,324,500. Additional state appropriations of $1,328,888 were allocated to Mid for the UAAL funding and booked as receivable in November.
- Property tax revenue of $2,462,446 was levied and booked as revenue in December 2019.

GENERAL FUND EXPENSES:

- Departmental expenses are in line with approximately 67% of the annual budget, with the exception of:
  - Public Service expended only 54% due to courses and workshops that were budgeted but haven’t yet taken place.

GENERAL FUND REVENUE OVER EXPENSES:

- The total increase in net assets as of February 29, 2020 is $8.7 million. This includes just under $6 million in tuition for the 2020 Winter term that began on January 11, 2020. This excess will fund the operations for the balance of the 2019-20 fiscal year.

BALANCE SHEET:

- The cash balance increased $2.5 million from January 31, 2020 due to receipt of federal financial aid funds in February.
- The State appropriations receivable of $3,629,118 represents the remaining 6 monthly payments of 2019-20 general and UAAL state appropriations.
- Student receivables decreased $4.3 million due to payments and financial aid applied to student accounts for the Winter 2020 term.
- The prepaid expense balance of $220,197 represents a few multi-year prepaid items, other prepaid 2019-20 expenses, and prepaid HSA benefits that will be earned next fiscal year.
- The balance due to other funds of $3.1 million can be broken down as follows:
  - $632,000 due to the designated student activities fund
- $2.5 million due to the auxiliary services for sales
- $25,000 due from the scholarship and grant fund
- $309,000 due from the federal restricted fund for student financial aid funds disbursed to the student accounts
- $299,000 due from the restricted grant fund
- $543,000 due to building and site for current and future college needs
- $30,000 due to the Foundation

- The $2 million in accrued payroll and other compensation includes expenses incurred but not paid as follows:
  - Accrued salary, wages and vacation of $481,000
  - FICA, Federal and State withholding of $127,000
  - MPSERS/ORP/UAAL payable of $461,000
  - Employee health and dental insurances payable of $312,000
  - Deferred faculty pay of $635,000
  - Unemployment and workers’ compensation insurances payable of $5,600
  - Miscellaneous payroll deductions

- A significant portion of the preliminary Unreserved Net Assets of $3.9 million represents funds set aside by the Board of Trustees to fund current and future college expansion needs.

- The self-funded health care reserve is currently at $1.2 million. This reserve will help to prepare the college for future years with higher than expected employee health insurance claims.

**AUXILIARY FUNDS:**
- Total revenue is at 82% of the annual budget, which is 14% ahead of prior year. The espresso shop in Harrison, renamed Laker Café (previously Books & Beans), had not been in service due to construction but re-opened on January 27, 2020 for the Winter term.
- Total expenses, at 82% of the annual budget, represent operational costs for the months of July through February and corresponds with sales volume.
- The excess revenue over expense to date is $53,796, and will be used to fund bookstore operations for the balance of the 2019-20 year.
## MID MICHIGAN COLLEGE
### BALANCE SHEET
#### February 29, 2020

### Assets

**Current Assets:**
- Cash and cash equivalents: $12,882,093
- Short-term investments: $697,270
- Property taxes receivable: $1,195,013
- State appropriations receivable: $3,629,118
- Student receivables: $1,654,056
- Other receivables: $92,879
- Deposit - self-funded healthcare: $193,120
- Prepaid expenses and other assets: $220,197
- Due from (due to) other funds: $(3,055,537)

**Total current assets:** $17,508,209

- Long-term investments: $362,315

**Total assets:** $17,870,524

### Liabilities and Net Assets

**Liabilities:**
- Accounts payable: $59,433
- Accrued payroll and other compensation: $2,041,007

**Total liabilities:** $2,097,667

**Net assets:**
- Reserved for:
  - Technology: $851,077
  - Program development: $852,425
  - Retirement incentives: $200,000
  - Self-funded healthcare reserve: $1,189,104
  - Unreserved: $3,944,291
  - Current year excess revenue over/(under) expenditures: $8,735,960

**Total net assets:** $15,772,857

**Total liabilities and net assets:** $17,870,524
MID MICHIGAN COLLEGE
STATEMENT OF REVENUES, EXPENSES
For the eight months ended February 29, 2020

<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>$15,782,630</td>
<td>97%</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$60,020</td>
<td>35%</td>
</tr>
<tr>
<td>Total operating revenues</td>
<td>$15,842,650</td>
<td>96%</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>$7,261,790</td>
<td>73%</td>
</tr>
<tr>
<td>Information technology</td>
<td>$1,079,761</td>
<td>59%</td>
</tr>
<tr>
<td>Public service</td>
<td>$468,114</td>
<td>54%</td>
</tr>
<tr>
<td>Instructional support</td>
<td>$1,393,356</td>
<td>60%</td>
</tr>
<tr>
<td>Student services</td>
<td>$1,958,055</td>
<td>60%</td>
</tr>
<tr>
<td>Institutional administration</td>
<td>$2,812,768</td>
<td>59%</td>
</tr>
<tr>
<td>Operation and maintenance of plant</td>
<td>$1,632,992</td>
<td>59%</td>
</tr>
<tr>
<td>Total operating expenses</td>
<td>$16,606,836</td>
<td>65%</td>
</tr>
<tr>
<td>Operating income/(loss)</td>
<td>$(764,186)</td>
<td></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>$6,853,589</td>
<td>103%</td>
</tr>
<tr>
<td>Property tax levy</td>
<td>$2,462,446</td>
<td>100%</td>
</tr>
<tr>
<td>Investment income</td>
<td>$133,129</td>
<td>266%</td>
</tr>
<tr>
<td>Unrealized gain (loss) on investments</td>
<td>$5,468</td>
<td></td>
</tr>
<tr>
<td>Gifts</td>
<td>$-</td>
<td></td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$58,969</td>
<td></td>
</tr>
<tr>
<td>Transfers from other funds:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restricted grants</td>
<td>$-</td>
<td></td>
</tr>
<tr>
<td>Auxiliary services</td>
<td>$-</td>
<td></td>
</tr>
<tr>
<td>Foundation - Capital Campaign</td>
<td>$-</td>
<td></td>
</tr>
<tr>
<td>Total Non-operating revenues</td>
<td>$9,511,600</td>
<td>126%</td>
</tr>
<tr>
<td>Revenues over/(under) expenses</td>
<td>$8,747,415</td>
<td></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>$-</td>
<td>0%</td>
</tr>
<tr>
<td>Additional Savings (Building &amp; Site)</td>
<td>$-</td>
<td>0%</td>
</tr>
<tr>
<td>Bond Debt Service (Building &amp; Site)</td>
<td>$11,455</td>
<td>2%</td>
</tr>
<tr>
<td>Restricted Grant Match</td>
<td>$-</td>
<td>0%</td>
</tr>
<tr>
<td>Total Transfer to Building &amp; Site</td>
<td>$11,455</td>
<td></td>
</tr>
<tr>
<td>Net increase (decrease) in Net Assets</td>
<td>$8,735,960</td>
<td></td>
</tr>
</tbody>
</table>
For the eight months ended February 29, 2020

### Auxiliary Fund

#### Current Fiscal Year

<table>
<thead>
<tr>
<th>Services</th>
<th>Amount</th>
<th>% of Budget</th>
<th>Amount</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bookstore</td>
<td>$1,181,363</td>
<td>86%</td>
<td>$1,302,305</td>
<td>68%</td>
</tr>
<tr>
<td>Espresso Bar*</td>
<td>$10,355</td>
<td>15%</td>
<td>$57,530</td>
<td>74%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$1,191,718</td>
<td>82%</td>
<td>$1,359,835</td>
<td>68%</td>
</tr>
</tbody>
</table>

#### Prior Fiscal Year

<table>
<thead>
<tr>
<th>Services</th>
<th>Amount</th>
<th>% of Budget</th>
<th>Amount</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bookstore</td>
<td>$1,034,730</td>
<td>86%</td>
<td>$1,088,028</td>
<td>77%</td>
</tr>
<tr>
<td>Espresso Bar*</td>
<td>$14,732</td>
<td>24%</td>
<td>$49,801</td>
<td>76%</td>
</tr>
<tr>
<td>Auxiliary Services</td>
<td>$88,460</td>
<td>75%</td>
<td>$86,564</td>
<td>69%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$1,137,922</td>
<td>82%</td>
<td>$1,224,393</td>
<td>76%</td>
</tr>
</tbody>
</table>

#### Excess Revenue Over Expenses

| Current Fiscal Year | $53,796 | 5% |
| Prior Fiscal Year   | $135,442 | 10% |

*Espresso bar (Laker Cafe) in Harrison Campus was temporarily closed due to construction and reopened on January 27, 2020.
Mid Michigan College
Contributions
February 2020

YTD Top Contribution Totals in 2020:

<table>
<thead>
<tr>
<th></th>
<th>Curr YR</th>
<th>Prior YR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lakers Academic Fund</td>
<td>$81,342</td>
<td></td>
</tr>
<tr>
<td>David Terry Occupational Scholarship</td>
<td>$50,474</td>
<td></td>
</tr>
<tr>
<td>Gerstacker Fund</td>
<td>$30,000</td>
<td></td>
</tr>
<tr>
<td>Lakers Leadership Fund</td>
<td>$15,297</td>
<td></td>
</tr>
<tr>
<td>Lakers Athletic Fund &amp; Other Athletics</td>
<td>$6,707</td>
<td></td>
</tr>
<tr>
<td>Health Sciences Fund</td>
<td>$5,020</td>
<td></td>
</tr>
<tr>
<td>Kathleen Kehoe Memorial Scholarship</td>
<td>$5,000</td>
<td></td>
</tr>
<tr>
<td>General Fund (Unrestricted)</td>
<td>$4,730</td>
<td></td>
</tr>
<tr>
<td>Other Funds</td>
<td>$14,996</td>
<td></td>
</tr>
<tr>
<td>YTD Total</td>
<td>$213,566</td>
<td></td>
</tr>
</tbody>
</table>
TO: Board of Trustees

FROM: Lori Fassett, Associate VP of Human Resources

SUBJECT: Staffing Update, April 7, 2020 Board Meeting

DATE: March 24, 2020

FULL-TIME NEW HIRES:

Erin Ellison – Mid Mentor
Effective: 01/20/2020
Erin holds a Bachelor of Science in Business Administration and a Graduate Certificate in Human Resources Administration, both from CMU! She brings to Mid over 6 years of experience working within higher education in a variety of roles supporting students. Welcome to the Mid team Erin!

NEW PART-TIME AND STUDENT EMPLOYEES:

Rebecca McDermott – Phlebotomy Instructor Big Rapids (EDUStaff)
Effective: 02/11/2020
Lindsey Brown – Work Study Student Advancement
Effective: 02/24/2020
Allison Adams – Student Worker SI Leader
Effective: 02/17/2020
Channele Robinson – Student Worker Bookstore
Effective: 02/24/2020
Christina Haynes – Adjunct Nursing (EDUStaff)
Effective: 01/01/2020
Cheyanne Barteck – Work Study Registration
Effective: 02/28/2020
Montana Russell – Work Study Student Advancement
Effective: 03/02/2020
Heileigh Vogel – Work Study Registration
Effective: 02/28/2020

INTERNAL TRANSFERS:

Sherry Simon From: Student Services Specialist
To: Administrative Specialist Tech Center
Effective: 02/24/2020
SEPARATIONS:

Austin Waggoneer – Work Study Bookstore  
Effective: 02/21/2020

Anthony Demasi – Adjunct Business (EDUSTaff)  
Effective: 12/21/2019

Masyn Simon – IT Intern (EDUSTaff)  
Effective: 02/14/2020

Joe Affholder – FT Custodian  
Effective: 02/28/2020

Glenn Bechtel – Science Lab Technician  
Effective: 03/10/2020

Eric Neubecker – FT Custodian  
Effective: 02/28/2020

VACANCIES:

Adjunct Computer-Aided Drafting (CAD), Mecosta-Osceola ISD (part-time)  
Posted

Adjunct Computer-Aided Drafting (CAD) (part-time)  
Posted

Adjunct Early Childhood Education, Clinton County RESA (part-time)  
Posted

Adjunct English, Big Rapids (part-time)  
Posted

Adjunct Health Education, Dewitt HS (part-time)  
Posted

Adjunct Math, Big Rapids (part-time)  
Posted

Adjunct Math (part-time)  
Posted

Adjunct Political Science or History, Caro (part-time)  
Posted

Adjunct Sociology, Big Rapids, Caro (part-time)  
Posted

Adjunct Speech, Bad Axe, Big Rapids (part-time)  
Posted

Adjunct Welding, Clinton County RESA/Ovid-Elsie (part-time)  
Posted

Anatomy/Physiology Faculty (full-time)  
Offer Extended

Certified Nursing Aid (CNA) Instructor – Bad Axe (part-time)  
Posted
Custodian 2nd Shift – Mt. Pleasant (full-time)  
Economics/Business Faculty (full-time)  
HRA Lab Technician (part-time)  
Mid College Assistant, Tuscola ISD (part-time)  
Mid College Assistant, Huron ISD (part-time)  
Mid College Assistant, Mecosta/Osceola ISD (part-time)  
Nursing Faculty (full-time)  
Student Services Specialist (full-time)

Posted
Offer Extended
Posted
Posted
Posted
Offer Extended
Interviewing
Unfinished Business

Item V-A: Presidential Candidate Finalist Selection

Presenter: Trustee Terry Petrongelli  Board Consideration: Information/Action

Trustee Terry Petrongelli, Presidential Search Committee Chair, will present the Board with the recommendation of the committee to advance three candidates to the final round of interviews. Those interviews, pending approval, will take place virtually on April 13, 14, and 15.

Recommendation:
It recommended that the Board approve the three presidential candidates as recommended by the Presidential Search Committee.
New Business

Item VI-A: Correspondence and Announcements

Presenter: President Hammond  Board Consideration: Information

Announcements may be made at this time.

Recommendation:
None, informational.
New Business

Item VI-B: Full Time Status for Jessica Chamberlin

Presenter: President Hammond  
Board Consideration: Information/Action

President Hammond will be recommending Full Time status for Professor Jessica Chamberlin.

Recommendation:
None, informational.
MEMO

To: President Hammond & Vice President Fager
From: Dr. Stevens Amidon – Assistant Vice President of Academic Services/Dean of Arts and Sciences
Date: 01/17/2020
Subject: Jessica Chemberlin Full Faculty Status Recommendation

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

Professor Chemberlin has requested that her orientation period end during the Winter 2020 semester, and that she be granted full faculty status prior to the start of the Fall 2020 semester.

Dean’s Recommendation – I fully support Professor Chemberlin’s request.

Professor Chemberlin is in her 4th semester. However, she began teaching at Mid as a full-time instructor in Winter 2009, and has received very positive evaluations from all three Deans she has served during that time—myself, Dean Troy, and Dean Mertz. Since entering her orientation period, she has confidently and successfully led the Sociology Program at Mid, and has shown extreme diligence in developing the adjunct faculty. Under her leadership, coursework in Social Work has been developed, as well as a Guided Pathway in Sociology (Liberal Studies Transfer Degree). She has also worked with colleagues in across the state to develop a statewide transfer pathway in Social Work that is on track to be finalized in 2020.

Professor Chemberlin’s student evaluations of teaching are among the strongest among all of the faculty in the Division of Arts and Sciences. That is unsurprising to me, because the classroom sessions I have observed are always well-planned, educational, and designed to reach students with a variety of learning styles. She has completed training in the Sheltered Instruction Observation Protocol (SIOP) and uses SIOP strategies in both her LUCES (Learning and Understanding Content to Empower Success) and standard sections.

Professor Chemberlin also has a strong record of service at Mid Michigan College. Besides her curricular work, she serves or has served on the General Education; Diversity, Equity and Inclusion; and LUCES Committees. Jessica understands and embraces the culture of Mid Michigan College. She continues to add to her professional growth by attending conferences, and recently served as Presidnt of the Michigan Sociological Association.

Due to these efforts, I fully support and recommend Professor Chemberlin’s early promotion to a full-time permanent Instructor position at Mid Michigan College.

Respectfully,

Dr. Stevens R. Amidon
## Board Comments

### Item VII-A: Calendar of Events

**Presenter:** Board Chair Jacobson  
**Board Consideration:** Information

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<td>Board of Trustees Meeting, Harrison Campus</td>
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<td>June 2</td>
<td>Board of Trustees Meeting, Harrison Campus</td>
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*Recommendation:*  
None, informational.
Board Comments

Item VII-B: Board Comments- Other Business

Presenter: Board Chair Jacobson

Board Consideration: Information

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

Recommendation:
None, informational.