MID MICHIGAN COLLEGE
Board of Trustees Workshop and Regular Meeting
Harrison, MI 48625 and Mt. Pleasant, MI 48858
November 5, 2019
6:00 PM Dinner, 6:30 PM Workshop, 7:00 PM Meeting
Poet Family Outdoor Education Center
Harrison Campus

Workshop Presentation
Footprint Expansion Presentation from Dr. Scott Mertes, Vice President of Community Outreach

Board of Trustees Meeting Agenda

APPROVAL OF AGENDA

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

APPROVAL OF CONSENT ITEMS

Item III, Approval of Consent Items
Presenter: Board Chair Jacobson  
Board Consideration: Action

UNFINISHED BUSINESS

Item IV-A: Harrison Campus Renovations
Presenter: Vice President Frick  
Board Consideration: Information

Item IV-B: Discussion of Proposed Offer on Pickard Building
Presenter: Board Chair Jacobson  
Board Consideration: Information/Action

Item IV-C: Acceptance of Foundation Gifts & Pledges/Approval of Naming Opportunities
Presenter: Associate Vice President Olver  
Board Consideration: Information/Action

NEW BUSINESS

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

Item V-B: Districting
Presenter: President Hammond & VP Mertes  
Board Consideration: Information/Action

Item V-C: Liaison Officer Contract Renewals
Presenter: AVP Barnes  
Board Consideration: Information/Action

Item V-D: Administrative Retirement Incentive
Presenter: AVP Fassett  
Board Consideration: Information/Action

Item V-E: Full Time Faculty Status
Presenter: President Hammond  
Board Consideration: Information

Item V-F: Audit Approval
Presenter: Vice President Frick  
Board Consideration: Information/Action

Item V-G: MSU Extension Partnership
Presenter: Vice President Mertes  
Board Consideration: Information/Action

BOARD COMMENTS

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

Item VI-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 Consent Items

Item II, Approval of Consent Items

Presenter: Board Chair Jacobson  Board Consideration: Action

A. Minutes- October 1, 2019 Regular Meeting

B. Monthly Financial Report:
   1. Financial Summary for the period ending September 30, 2019
   4. Gifts and Donations: Donations totaling $50,432 were received for the Scholarship and Grant Fund in September 2019.
   5. Donations were received in September for the Lakers Academic Fund, Lakers Leadership Fund, Women’s Basketball, Men’s Basketball, Lakers Athletic Fund, Manning Ford Scholarship, Tech Center Fund, International Student Fund, Elizabeth J Horrocks CNA Scholarship, Retirees Scholarship, Campus Cupboard, Foundation Unrestricted, Grabmeyer Scholarship, McDonald Scholarship, Scholarship & Grant Fund.


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

October 1, 2019 – page 1
The meeting took place in the Poet Family Outdoor Education Center, 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; 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; Matt Miller, Ed.D., Vice President of Student Services; Kim Barnes, Associate Vice President of Security Operations and Systems; Anthony Freds, Chief Information Officer/Associate Vice President of Technology Service; Lori Fassett, Associate Vice President of Human Resources; Peter Velguth, Ph.D., Assistant Vice President of Institutional Research; Joe Myers, Director of Facilities; Jessie Gordon, Associate Vice President of Strategic Communications; Scott Govitz, Associate Vice President of Workforce and Economic Development; Susan Call, Director of Accounting; Kirk Lehr, Director of Information Technology; Al Ayers, Lead Maintenance-Mt. Pleasant; JJ Mertz, Faculty Senate President

Absent: All Trustees present

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: APPROVAL OF CONSENT ITEMS

A discussion took place as to how Mid’s partnership with EduStaff works in terms of employment.

The Board Chair stated the consent items stand as approved.

Agenda Item IV-A: HARRISON CAMPUS RENOVATIONS

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

Agenda Item IV-B: ENROLLMENT UPDATE

Vice President of Student Services Matt Miller presented the latest Fall enrollment report.

Motion by Trustee Mussell to replenish the planned savings fund based on Mid receiving money from state appropriations and enrollment numbers being better than expected. Second by Trustee Bay. All ayes; motion carried.
Agenda Item IV-C: ACCEPTANCE OF FOUNDATION GIFTS & PLEDGES/APPROVAL OF NAMING OPPORTUNITIES

The Everyday Heroes Luncheon on September 27th was a success. Any additional naming opportunities will be discussed at a later meeting.

Agenda Item V-A: CORRESPONDENCE, ANNOUNCEMENTS, and SPECIAL BOARD COMMENTS

President Hammond presented the Board an email received from Mid graduate Arigaa Zolboot, now a student at Mississippi State University. Arigaa spoke about how her experience with PTK is helping her to make meaningful connections beyond Mid and steer her on the path of continued success at Mississippi State University.

Agenda Item V-B: AUDIT APPROVAL

Katie Thornton from Plante Moran presented the Board with a draft of the college audit. The Board’s Audit Committee met on 9/30 to go over the results of the audit. The final audit should be complete in time for the Board to approve it by the November Board Meeting.

Agenda Item V-C: ANNUAL MICROSOFT CAMPUS LICENSE AGREEMENT RENEWAL

Director of Information Technology Kirk Lehr presented the Board with the Annual Microsoft Campus Licensing Renewal in the amount of $33,253.45.

Motion by Trustee Metzger to approve the Annual Microsoft Campus Licensing Renewal in the amount of $33,253.45. Second by Trustee Kreckman. All ayes; motion carried.

Agenda Item V-D: BLANKET PURCHASE ORDER FOR BOARD GIFT TO EMPLOYEES & ADDITIONAL DAY OFF

President Hammond and Associate Vice President of Human Resources Lori Fassett presented the Board with the idea of giving employees a $20 gift card to Family Fare as they have in previous years. However, instead of having an employee holiday party, close the college on December 23rd and allow employees an additional day off during the holiday break.

Motion by Trustee Kreckman to approve a Blanket Purchase Order in the amount of $8,500 for the Board to give employees a $20 gift card to Family Fare for Thanksgiving and allow the college to be closed on December 23rd to give employees an additional day off during the holiday break. Second by Trustee Petrongelli. All ayes; motion carried.
Agenda Item V-E: LOCAL STRATEGIC VALUE RESOLUTION

Community colleges seeking performance funding through the State of Michigan are required to submit evidence of such value and certifying resolution from the Board of Trustees.

Motion by Trustee Mussell to approve the following resolution:

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

Therefore, be it resolved: that the Local Strategic Value Resolution is hereby adopted by Mid Michigan College's Board of Trustees at a regular meeting the first day of October, 2019.

Second by Trustee Bay.

A roll call vote showed ayes from Trustees Kreckman, Metzger, Bay, Petrongelli, Allen, Mussell, and Jacobson; motion carried.

Agenda Item V-D: CLOSED SESSION

The Board Chair stated the Trustees would move into closed session for the purpose of a real estate negotiations.

Motion made by Trustee Bay to adjourn to closed session at 8:48 PM. Second by Trustee Mussell. A roll call vote showed ayes from Trustees Metzger, Allen, Bay, Kreckman, Petrongelli, Mussell, and Jacobson. Motion Carried.

The Board returned to regular session at 11:00 PM

The Board returned from closed session and confirmed that Mr. Klaus is to convey to Mr. Dykstra the Board’s intention to sell the Pickard Building on a cash basis. The building is to be listed for $1.5M or best offer, with the condition that it may not be sold for use by another college operation.

Trustee Kreckman requested that Trustee Jacobson resign his position as Board Chair. The Board Chair declined to resign. Trustee Kreckman tendered a motion for the removal of Trustee Jacobson from the Chair. No support for the motion was offered.

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

The “Mid” Night tailgates were a success. Great job to everyone who volunteered and participated!

The Flying G mascot is in the process of being painted right now, and a groundbreaking ceremony will take place soon.

Meeting adjourned at 11:18 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
GENERAL FUND REVENUE:
- 2019-20 tuition and fee revenue budget is based on an eight (8) percent enrollment decrease from 2018-19 levels. As of September 13, final Fall 2019 enrollment showed a .1% increase in billable tuition hours.
- State appropriations revenue for 2019-20 will be booked in October, coinciding with the State’s fiscal year and the disbursement of the first payment. Authorized appropriations for 2019-20 increased 4.1% for a total of $5,324,500.
- No property tax revenue was booked since 2019 taxes will not be levied until December 2019.

GENERAL FUND EXPENSES:
- Departmental expenses are in line with 25% of the annual budget, with the exception of:
  - Information Technology expended 31% due to the expense of our annual Ellucian contract.
  - Operation and maintenance of plant has expended only 19% due to the disproportionate timing of some expenses such as fuel, overtime, and maintenance and repairs.

GENERAL FUND REVENUE OVER EXPENSES:
- The total increase in net assets as of September 30, 2019 is $2.75 million. This excess will help to fund the balance of the 2019 Fall term operations.

BALANCE SHEET:
- The cash balance decreased $3.5 million from August 31, 2019 to fund general operations and Harrison Renovation construction costs during the month of September.
- Student receivables decreased $4.9 million as a result of federal financial aid disbursed to the student accounts in the last week of September.
- The prepaid expense balance of $178,552 represents a few multi-year prepaid items, other prepaid 2019-20 expenses, and the College contributions to the employee HSA accounts that will be earned during 2019.
- The balance due to other funds of $3.4 million can be broken down as follows:
  - $598,000 due to the designated student activities fund
  - $2.48 million due to the auxiliary services for sales
  - $33,200 due to the scholarship and grant fund
• $5.9 million due from the federal restricted fund for student financial aid funds disbursed to the student accounts (drawn down October 1, 2019)
• $513,000 due from the restricted grant fund
• $6.6 million due to building and site for current and future college needs
• $97,000 due to the Foundation

• The $1.4 million in accrued payroll and other compensation includes expenses incurred but not paid as follows:
  o Accrued salary, wages and vacation of $461,000
  o FICA, Federal and State withholding of $115,000
  o MPSERS/ORP/UAAL payable of $320,000
  o Employee health and dental insurances payable of $316,000
  o Deferred faculty pay of $171,000
  o Unemployment and workers’ compensation insurances payable of $11,000
  o 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 44% of the annual budget, which is 9% ahead of prior year. The espresso shop in Harrison is not in service right now due to construction but is expected to reopen in January 2020 for the Winter term.
• Total expenses, at 40% of the annual budget, represent operational costs for the months of July through September and corresponds with sales volume.
• The excess revenue over expense to date is $83,740, which will help fund bookstore operations for the balance of the Fall term.
# MID MICHIGAN COLLEGE

## BALANCE SHEET

**September 30, 2019**

### Assets

**Current Assets:**
- Cash and cash equivalents: $11,179,901
- Short-term investments: $691,772
- Property taxes receivable: $-
- State appropriations receivable: $5
- Student receivables: $1,906,142
- Other receivables: $91,175
- Deposit - self-funded healthcare: $184,368
- Prepaid expenses and other assets: $178,552
- Due from (due to) other funds: $(3,399,101)

**Total current assets:** $10,832,814

- Long-term investments: $362,315

**Total assets:** $11,195,129

### Liabilities and Net Assets

**Liabilities:**
- Accounts payable: $38,453
- Accrued payroll and other compensation: $1,413,356

**Total liabilities:** $1,449,014

**Net assets:**
- Reserved for:
  - Technology: $851,077
  - Program development: $852,425
  - Retirement incentives: $200,000
  - Self-funded healthcare reserve: $1,220,113
  - Unreserved: $3,869,385
- Current year excess revenue over/(under) expenditures: $2,753,115

**Total net assets:** $9,746,115

**Total liabilities and net assets:** $11,195,129
## MID MICHIGAN COLLEGE
### STATEMENT OF REVENUES, EXPENSES
#### For the three months ended September 30, 2019

<table>
<thead>
<tr>
<th>Current Fiscal Year</th>
<th>% of Budget</th>
<th>Prior Fiscal Year</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OPERATING REVENUES:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition and fees</td>
<td>$8,437,340 52%</td>
<td>$16,260,853</td>
<td>$8,417,669 47%</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$21,597 13%</td>
<td>$170,000</td>
<td>$28,010 13%</td>
</tr>
<tr>
<td>Total operating revenues</td>
<td>$8,458,937 51%</td>
<td>$16,430,853</td>
<td>$8,445,679 47%</td>
</tr>
</tbody>
</table>

| **EXPENSES:** | | | |
| Operating expenses: | | | |
| Instruction        | $2,104,298 21% | $9,891,000 | $1,981,746 20% |
| Information technology | $565,827 31% | $1,818,057 | $519,473 27% |
| Public service      | $192,290 22% | $865,826 | $141,217 19% |
| Instructional support | $532,682 23% | $2,331,406 | $694,542 27% |
| Student services    | $715,504 22% | $3,265,401 | $815,743 27% |
| Institutional administration | $1,156,141 29% | $3,958,171 | $1,118,839 23% |
| Operation and maintenance of plant | $541,692 19% | $2,788,547 | $685,087 23% |
| Total operating expenses | $5,808,433 23% | $24,918,408 | $5,956,648 23% |

| Operating income/(loss) | | | |
| $2,650,503 | $8,121,778 | $2,489,031 |

| **NON-OPERATING REVENUES:** | | | |
| State appropriations | $27,735 0% | $6,673,585 | $16,697 0% |
| Property tax levy     | $550 0% | $2,457,862 | $- 0% |
| Investment income     | $68,949 138% | $50,000 | $6,725 13% |
| Unrealized gain (loss) on investments | $3,209 | $- | $(1,196) |
| Gifts                 | $- | $- | $- |
| Miscellaneous         | $2,168 | $- | $1,965 |
| Transfers from other funds: | | | |
| Restricted grants     | $- | $- | $- |
| Auxiliary services    | $- | $- | $- |
| Foundation - Capital Campaign | $- | $- | $- |
| Total Non-operating revenues | $102,611 1% | $7,548,674 | $24,192 0% |

| Revenues over/(under) expenses | | | |
| $2,753,115 | | $2,513,222 |

### Inter Funds Transfers
#### Planned Savings (Building & Site)
<table>
<thead>
<tr>
<th>Current Fiscal Year</th>
<th>% of Budget</th>
<th>Prior Fiscal Year</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planned Savings (Building &amp; Site)</td>
<td>$- 0%</td>
<td>$-</td>
<td>$206,250 25%</td>
</tr>
<tr>
<td>Additional Savings (Building &amp; Site)</td>
<td>$- 0%</td>
<td>$-</td>
<td>$- 0%</td>
</tr>
<tr>
<td>Bond Debt Service (Building &amp; Site)</td>
<td>$- 0%</td>
<td>$605,000</td>
<td>$- 0%</td>
</tr>
<tr>
<td>Restricted Grant Match</td>
<td>$- 0%</td>
<td>$155,000</td>
<td>$- 0%</td>
</tr>
</tbody>
</table>

| Total Transfer to Building & Site | $- | $1,285,000 | $206,250 |

<table>
<thead>
<tr>
<th>Net increase (decrease) in Net Assets</th>
<th>Current Fiscal Year</th>
<th>% of Budget</th>
<th>Prior Fiscal Year</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>$2,753,115</td>
<td>$2,753,115</td>
<td>$2,306,972</td>
<td>$1,858,104</td>
<td>$2,306,972</td>
</tr>
</tbody>
</table>
MID MICHIGAN COLLEGE
STATEMENT OF REVENUES, EXPENSES
For the three months ended September 30, 2019
AUXILIARY FUND

<table>
<thead>
<tr>
<th>REVENUE:</th>
<th>Current Fiscal Year</th>
<th>% of Budget</th>
<th>Prior Fiscal Year</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bookstore</td>
<td>$ 641,237</td>
<td>47%</td>
<td>$ 686,000</td>
<td>36%</td>
</tr>
<tr>
<td>Espresso Bar*</td>
<td>$ -</td>
<td>0%</td>
<td>$ 15,968</td>
<td>20%</td>
</tr>
<tr>
<td></td>
<td>$ 641,237</td>
<td>44%</td>
<td>$ 701,968</td>
<td>35%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENSES:</th>
<th>Current Fiscal Year</th>
<th>% of Budget</th>
<th>Prior Fiscal Year</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bookstore</td>
<td>$ 526,552</td>
<td>44%</td>
<td>$ 538,845</td>
<td>38%</td>
</tr>
<tr>
<td>Espresso Bar*</td>
<td>$ 1,469</td>
<td>2%</td>
<td>$ 13,200</td>
<td>20%</td>
</tr>
<tr>
<td>Auxiliary Services</td>
<td>$ 29,477</td>
<td>25%</td>
<td>$ 30,588</td>
<td>24%</td>
</tr>
<tr>
<td></td>
<td>$ 557,497</td>
<td>40%</td>
<td>$ 582,633</td>
<td>36%</td>
</tr>
</tbody>
</table>

EXCESS REVENUE OVER EXPENSES

| Current Fiscal Year | $ 83,740 | 13% |
| Prior Fiscal Year   | $ 119,335 | 17% |
### Mid Michigan Community College Contributions

#### ****September 2019****

<table>
<thead>
<tr>
<th>Current</th>
<th>2020 Year-to-Date</th>
<th>2019 Total Contributions (all yr)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lakers Academic Fund</td>
<td>$42,630</td>
<td>$49,245</td>
</tr>
<tr>
<td>Lakers Leadership Fund</td>
<td>$4,242</td>
<td>$5,616</td>
</tr>
<tr>
<td>A Northern Tradition (2019 event)</td>
<td>-</td>
<td>$2,400</td>
</tr>
<tr>
<td>Women's Basketball</td>
<td>$1,325</td>
<td>$1,975</td>
</tr>
<tr>
<td>Men's Basketball</td>
<td>$1,325</td>
<td>$1,975</td>
</tr>
<tr>
<td>Lakers Athletic Fund</td>
<td>$203</td>
<td>$608</td>
</tr>
<tr>
<td>Manning Ford Scholarship</td>
<td>$200</td>
<td>$600</td>
</tr>
<tr>
<td>Tech Center Fund</td>
<td>$107</td>
<td>$267</td>
</tr>
<tr>
<td>International Student Fund</td>
<td>$50</td>
<td>$150</td>
</tr>
<tr>
<td>Elizabeth J Horrocks CNA Scholarship</td>
<td>$100</td>
<td>$150</td>
</tr>
<tr>
<td>Retirees Scholarship</td>
<td>$135</td>
<td>$135</td>
</tr>
<tr>
<td>Campus Cupboard</td>
<td>$30</td>
<td>$100</td>
</tr>
<tr>
<td>Foundation Unrestricted</td>
<td>$40</td>
<td>$100</td>
</tr>
<tr>
<td>Grabmeyer Scholarship</td>
<td>$20</td>
<td>$60</td>
</tr>
<tr>
<td>McDonald Scholarship</td>
<td>$20</td>
<td>$60</td>
</tr>
<tr>
<td>Glenn Berry Scholarship</td>
<td>-</td>
<td>$50</td>
</tr>
<tr>
<td>Scholarship &amp; Grant</td>
<td>$4</td>
<td>$14</td>
</tr>
</tbody>
</table>

**Subtotal**

$50,432 | $63,505 | $131,248

#### 2018/19 Contributors without current year activity:

<table>
<thead>
<tr>
<th>Current</th>
<th>2020 Year-to-Date</th>
<th>2019 Total Contributions (all yr)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gerstacker Fund</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Golf Outing</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Jack Morse Memorial Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Bicknell Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Waste Management</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Christina Swan Memorial Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Bob &amp; Rosemary Carter Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Janice Langdon Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Tandem Family Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Nurses Training (Voiture)</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Student Showcase</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Stack Memorial</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Men's Bowling</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Women's Bowling</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Jean Willis OIS Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Computer Info Systems Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Students of Promise Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Bender Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Myers Memorial Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Christopher and Estelle Smith Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Mark Wilson Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Men's Baseball</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Clare County MARSP Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Womens' Softball</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Visiting Scholar</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

**Subtotal**

$ - | $ - | $58,595

#### 2017/18 Contributors without current or prior year activity:

<table>
<thead>
<tr>
<th>Current</th>
<th>2020 Year-to-Date</th>
<th>2019 Total Contributions (all yr)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eckerley Foundation Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Harris Allied Health Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Mussell Endowment Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Jerry Freeland Scholarship</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Isabella 8th Grade Girls Lunch</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>VanDeventer Adult Incentive Award</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Cross Country</td>
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<tr>
<td>Merlin &amp; Lillian Meyer Scholarship</td>
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<tr>
<td>Foundation Honorarium</td>
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<tr>
<td>Misc Fundraisers</td>
<td>-</td>
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<tr>
<td>Trail Maintenance/Trail Run</td>
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<tr>
<td>Buy A Brick</td>
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</tr>
</tbody>
</table>

**Subtotal**

$ - | $ - | -

**Total**

$50,432 | $63,505 | $189,843

**Prior Year Contributions - current month**

$8,596 | $21,526

**% Current Year to Prior Year**

586.7% | 295.0%

Note: The September Laker Academic Fund includes $42,250 of previously unrecorded current year pledges for naming rights. Pledges will now be recorded when pledged instead of when contribution is received.
TO: Board of Trustees
FROM: Lori Fassett, Associate VP of Human Resources
SUBJECT: Staffing Update, November 5, 2019 Board Meeting
DATE: October 14, 2019

FULL-TIME NEW HIRES:
Christine Eckman – Custodian (MP) Effective: 10/08/2019

Christine brings with her over 20 years of custodial experience with the majority being in educational settings. She is very experienced with janitorial equipment and takes pride in being detailed in her work. Welcome to the Mid Team Christine!

Jef Fisher – Instructional Designer Effective: 09/23/2019

Jef brings with him 5 years of work experience in educational institutions working with a variety of instructional designs. Jeff holds a Bachelor of Arts from CMU in English and Literature, a Master of Arts of Teaching English to Speakers of Other Languages (TESOL) and is currently working towards a Graduate Certificate of Online/Blended Instruction Design from Grand Valley. Jef is eager to apply his knowledge and skills to our online learning areas! Welcome to the Mid Team Jef!

NEW PART-TIME AND STUDENT EMPLOYEES:
Joseph Ausmus – Adjunct Science (EDUStaff) Effective: 08/24/2019
William Brown – Online Learning Intern (EDUStaff) Effective: 09/16/2019
Jeffrey Erickson – Adjunct Computer Information Systems (EDUStaff) Effective: 08/24/2019
Diana Madgaleno-Leal – SI Leader (EDUStaff) Effective: 09/16/2019
Jason Robertson – SI Leader (EDUStaff) Effective: 09/09/2019
Mitchell Woolley – Online Learning Intern (EDUStaff) Effective: 09/16/2019
Brian Blanks – Student Worker Tutor CADD Effective: 09/16/2019
Joanna Crain – Student Worker Tutor Math Effective: 09/10/2019
Michele Fransee – Student Worker Tutor CADD Effective: 09/16/2019
Sarah Gray – Student Worker Tutor Science  Effective: 09/16/2019
Taylor Inscho – Work Study Off Campus Programs  Effective: 09/29/2019
Tommy Johnson – Student Worker Tutor CADD  Effective: 09/16/2019
Ryan Koenigsknecht – Student Worker Tutor Science  Effective: 09/13/2019
Oladele Olakanmi – Student Worker Tutor Science  Effective: 09/13/2019
Brendan Powell – Student Worker Tutor CADD  Effective: 09/09/2019
Austin Raymond – Student Worker SI Leader  Effective: 09/09/2019
Ryan Seiter – Student Worker SI Leader  Effective: 09/18/2019
Andrew Sharp – Student Worker Tutor Science  Effective: 09/30/2019
Kylin Sprague – Student Worker SI Leader  Effective: 09/17/2019
Emma Snowden – Student Worker Tutor CIS  Effective: 10/08/2019

INTERNAL TRANSFERS:
Karry Kiste-Toner  From: Director of Student Mentoring & Retention To: Assist. VP of Student Success  Effective: 09/09/2019
Kira Castle  From: Mid Mentor To: Associate Director of Recruitment & Retention  Effective: 10/07/2019

SEPARATIONS:
Alexis Strong – PT Admin Assistant Tech Center (EDUSTaff)  Effective: 09/20/2019
Rebecca Lutz – Bookstore Operations Assistant Harrison  Effective: 09/27/2019
William Brown – Instructional Design Intern (EDUSTaff)  Effective: 10/09/2019
Tara Fisher – Test Monitor (EDUSTaff)  Effective: 10/11/2019
Ellen Saxton – Adjunct Biology (EDUSTaff)  Effective: 10/07/2019
Theresa Borawski – TRiO SSS Success Coach  
Effective: 10/02/2019

Melissa Benchley – Assist. Coach Women’s Basketball  
Effective: 06/30/2019

Justin Jurek – Assist. Coach Baseball  
Effective: 06/30/2019

Ron Murdock – Assist. Coach Baseball  
Effective: 06/30/2019

VACANCIES:

Adjunct American Sign Language (ASL) Chippewa Hills HS (part-time)  
Posted

Adjunct Animation (part-time)  
Posted

Adjunct Chemistry (part-time)  
Posted

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

Adjunct Communication – Big Rapids HS (part-time)  
Posted

Adjunct Early Childhood Education Huron ISD (part-time)  
Posted

Adjunct Economics (part-time)  
Posted

Adjunct English, Mecosta-Osceola ISD or Tuscola ISD (part-time)  
Posted

Adjunct Machine Tool/INDS (part-time)  
Posted

Adjunct Math (part-time)  
Posted

Adjunct Medical Assistant (ALH) (part-time)  
Posted

Adjunct Nursing – General (part-time)  
Posted

Adjunct Physical Science (part-time)  
Posted

Adjunct Psychology Huron ISD, Bad Axe MI (part-time)  
Posted

Adjunct Sociology (part-time)  
Posted

Adjunct Spanish, Caro, MI & Bad Axe, MI (part-time)  
Posted
Adjunct Welding (part-time) | Posted
Administrative Assistant – Technical Center (part-time) | Posted
Assistant Coach Cross Country (part-time) | Posted
Bookstore Operations Assistant (full-time) | Posted
Certified Nursing Aid (CNA) Instructor – Bad Axe (part-time) | Posted
Head Coach – Cross Country (part-time) | Posted
HRA Lab Technician (part-time) | Posted
Instructional Designer | Filled
TRiO SSS Academic Success Coach (full-time) | Posted
Unfinished Business

Item IV-A: Harrison Campus Renovations

Presenter: Vice President Frick

Board Consideration: Information

Vice President of Finance and Facilities Lillian Frick will provide an update on the planning for the Harrison Campus Renovations.

Recommendation:
None, informational.
Unfinished Business

Item IV-B: Discussion of Proposed Offer on Pickard Building

Presenter: Board Chair Jacobson  Board Consideration: Information/Action

The Board will have the opportunity to discuss the latest proposed offer on the Pickard building.

Recommendation:
The Board will need to make a decision regarding an offer on the Pickard building.
Unfinished Business

Item IV-C: Acceptance of Foundation Gifts & Pledges/Approval of Naming Opportunities

Presenter: Associate Vice President Olver

Board Consideration: Information/Action

Associate Vice President Tom Olver will be presenting the Board with a list of pledges that meet the criteria for naming opportunities and requesting that the Board approve those and accept the monetary gifts from the Foundation.

Recommendation:

It is recommended that the Board approve the naming opportunities and monetary gifts as presented.
Announcements may be made at this time.

Recommendation:
None, informational.
Mid Michigan College Foundation
President Christine Hammond

We thank you for attaching our family name to your beautiful new Outdoor Center! We are humbled by your kindness. We did not enjoy the ribbon cutting celebration or to meet the many people involved in making the center a dream come true! We consider it a privilege to partner with you to provide a good education to folks young and old in our area.

Sincerely,

Arlene Poet Yoest
New Business

Item V-B: Districting

Presenter: President Hammond & VP Mertes  Board Consideration: Information/Action

President Hammond and Vice President Mertes will present information about college expansion.

Recommendation:
Pursuant to Board Policy 110, the Board confirms its intention to extend educational access throughout the region and it authorizes the President and senior leadership team to pursue additional public funding to support such efforts.
New Business

Item V-C: Liaison Officer Contract Renewals

Presenter: AVP Barnes  
Board Consideration: Information/Action

Associate Vice President of Security Operations and Systems Kim Barnes will be presenting the Board with information about the Liaison Officer Contract Renewals.

The College currently contracts with the local Sheriff's Departments and STT Security for security services. The Clare and Isabella Sheriff Departments provide Liaison Officers to cover both campuses Monday through Thursday, 7:00 AM to 5:00 PM. The annualized contracts for December 2019 through November 2020 are $61,273 and $39,583 for Clare and Isabella counties, respectively. These rates are consistent with the current year contract rates.

Security coverage for the remaining building hours, weekend building checks, and events is provided by STT Security Officers. The estimated annualized STT Security contract for December 2019 through November 2020 is $48,944. The STT hourly rates increased an average of 3.75% over current year contract rates.

All security services are covered through the general fund security budget.

Recommendation:
It is recommended that the Board approve the Clare and Isabella County Sheriff's Department and STT Security contracts for December 2019 through November 2020 at a total cost of $149,800.
New Business

Item V-D: Administrative Retirement Incentive

Presenter: AVP Fassett  Board Consideration: Information/Action

Associate Vice President of Human Relations Lori Fassett will be presenting a proposal to approve the Administrative Retirement Incentive for Jennifer Cooper per policy 407.08 based on the supporting documentation provided.

Recommendation:
It is recommended that the Board approve the Administrative Retirement Incentive as presented.
September 1, 2019

Dear Dr. Miller,

Please accept this letter as my official notification of retirement effective November 1, 2019. Per the Board Policy as stated in section 407.08: Administrative Retirement Incentive, I am retiring 180 days after my 62nd birthday and therefore eligible for this benefit. After 31 years at Mid Michigan College, it is my honor to pass on my dedication to the mission of this organization to the next generation of leaders and innovators and to an extremely knowledgeable and capable Financial Aid Department. Over the years, I have been privileged to be a part of many changes and look forward to witnessing the future of Mid as we begin international engagements, expanding our footprint, launching new initiatives and completing our building renovations. This is a very exciting time for Mid and I am confident that success will continue to greet us warmly.

I leave Mid thankful. My tenure here has not only allowed me to provide for my family but also provided a personally rewarding career of helping students pursue their education goals. Retirement was not an easy decision to make after having such a long and strong connection with the college. I was a student at Mid in 1975 after graduating from high school and because of my employment at Mid, I was able to obtain a Bachelor’s Degree in Business Administration and receive a Fellowship to complete my Master’s Degree in Management. Before working in the Financial Aid Department, I was the Program Director of Mid’s Child Development Center. Last spring I found myself seated next to a student at a TRIO graduation dinner who had attended the Center as a young child and was now graduating from our college. It was a poignant moment for me and one that signaled my retirement as entirely appropriate.

As Mid moves forward I move forward as well, toward a continued commitment to my family and community. It is with great honor that I retire as Financial Aid Director. I am fortunate to have made many wonderful friends here and will miss working with all the outstanding colleagues at the college. Thank you for your years of support and of this decision.

With Kindest Regards,

Jennifer Cooper
Director Financial Aid
Mid Michigan College
ID 0000091
October 2, 2019

Board of Trustees
Mid Michigan College
1375 S. Clare Avenue
Harrison, Michigan 48625

Board of Trustees,

I am offering this letter in support of Jennifer Cooper’s request to utilize the Administrative Early Retirement incentive as outlined in Board policy 407.08.

I have thoroughly enjoyed working with Jennifer and the College has truly gained from her knowledge and professionalism. Jennifer has been an invaluable asset to the institution and a very patient teacher to all of us who struggle with the intricacies of financial aid.

Jennifer has been a well-respected leader of the Financial Aid office and is admired by her team. She has developed one of the leading financial aid operations in the State and countless students have benefited from her dedication.

It is my honor and privilege to recommend Jennifer Cooper for the Administrative Early Retirement Incentive.

Thank you for your consideration.

Sincerely,

Matt Miller
VP Student Services
Pursuant to the retirement incentive program, as provided in the Board of Trustees Policy Manual dated August 3, 1993, as amended December 7, 1999 and any subsequent revisions per their effective date, I hereby resign my employment with Mid Michigan Community College and elect to retire effective November 1, 2019. 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 ensure 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 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: 10/2/19

By: Jennifer Casper
New Business

Item V-E: Full Time Faculty Status

Presenter: President Hammond  

Board Consideration: Information

President Hammond will be recommending Full Time Status for Instructors Beth Corner, Ruth Freebury, Rich Hollister, Diane Miller, Brad Olrich, Britnie Wright.

Recommendation:

None, Informational.
10/22/2019

Dear President Hammond,

This recommendation is being made on behalf of Bethany Corner, Ruth Freebury and Britnie Wright, Nursing Faculty.

Bethany has been a valuable member of the Nursing team since she joined in the Fall 2017. Bethany is well respected by her students as evidence by her consistent exceptional student evaluations in both the class and clinical setting. She has set the bar high for her students in the Adult Health III course which has helped them prepare for passing the NCLEX and practicing as a safe nurse.

Bethany has stepped up to the Interim Director of Nursing Harrison campus to meet MSBON Rules. Since that time she has been involved in administrative decisions and student issues. In addition, she has stepped in to assist in the skills lab in the absence of the CSC Coordinator and has developed advanced skills for the students.

In addition, Bethany is involved in shared governance at the college by her participation in the Assessment Committee and is completing her Doctorate in Nursing Practice degree.

Ruth has been a valuable member of the Nursing team since she joined in the Fall 2017. Ruth is well respected by her students while teaching the Mental Health Nursing course and clinical. Ruth is an “out of the box” thinker and has changed how her clinical rotation time is spent. She has collaborated with a variety of community partners to offer opportunities for students to spend half of their clinical time in a community setting. This is important since many mental health services are offered to clients in offsite settings. These opportunities have allowed students the ability to work one on one with community partners to better serve the mental health population.

Ruth is very active at the college level serving on the Curriculum committee and Academic Council. She leads the Nursing department assessment team while tracking student assessment data points. Ruth is an advocate for student learning and has done a fantastic job bringing her Mental Health in Nursing course to life in the classroom with a variety of active teaching/learning strategies.

Britnie has been a valuable member of the Nursing team since she joined in the Fall 2017. She is well respected across the college and by her Nursing students as evidenced by her outstanding class and
clinical evaluations and feedback. Students appreciate Britnie’s “hands on” style in the classroom while helping to make Physical Assessment and Leadership meaningful and understandable to students.

Britnie does a good job collaborating with other faculty across the Health Sciences division while developing interprofessional opportunities for the students.

Britnie is active at the college level serving on the Co-Curriculur committee. She is involved at the program level by participating in the Nursing Curriculum Committee and Advisory Committee. She is involved in data collection from her Leadership students and assists in analyzing data to make curriculum recommendations and changes.

In addition to her commitments at the college and the Nursing Program, Britnie is pursuing her Doctorate in Nursing Practice degree.

I recommend all three, Bethany Corner, Ruth Freebury, and Britnie Wright to be advanced to full time status.

Sincerely,

Barbara Wieszcieicnski
Dean of Health Sciences & Director of Nursing Mt. Pleasant Campus
To: President Hammond & Vice President Fager

From: Shawn Troy – Dean of Career & Workforce Education

Date: 10/22/19

Subject: Richard Hollister 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 rather or not to grant full status for the probationary faculty in question. For reference, I have included Article XI below.

ARTICLE XI
Employment Practices
A. Orientation Period
Faculty Senate members who join the college will have an orientation period of five (5) fall/winter semesters. Prior to the start of the first semester, the appropriate instructional administrator will meet with the newly hired faculty member to review the departmental or discipline specific needs and the Performance Review Process, including the PRFEP. At the end of the first semester, the newly hired faculty member will complete his/her portion of the PRFEP to include a portfolio of artifacts that support evidence addressing each of the four categories of faculty roles and responsibilities (Article V. A). The faculty member will include an update on his/her portfolio, along with classroom observations, student evaluations and progress towards completing his/her PRFEP at the end of each semester during the orientation period. This documentation will be included in the faculty member’s personnel file, and serve as the basis for recommending full status to the Board of Trustees during the fifth (5th) semester after hire.

During the orientation period, the President of the College reserves the right to decline or grant full status to the faculty member, without regard to any other provisions of this Agreement. The President shall notify the faculty member by the beginning of the thirteenth week of the fall or winter semester if his/her contract will not be renewed or if he/she will not be placed on full status.

Dean Recommendation – Please accept this memorandum as support for Richard Hollister to be removed from probationary status and be granted full status as an instructor at Mid Michigan College.

Mr. Hollister will complete his five-semester probationary period at the completion of the Fall 2019 semester. During the time Richard has been a full-time instructor he has consistently demonstrated a commitment to our students through his work in redeveloping the Auto & Diesel Service curriculum & pathways, increasing program enrollment, along with showing leadership as a member of the institution’s curriculum committee. Furthermore, my observations of his work in the classroom have been very good, and feedback from his students have been very positive to date.
Mr. Hollister understands and embraces the culture of Mid. He continues to add to his professional growth by attending conferences and seeking and participating in professional development opportunities. His work currently includes, but not limited to, working with local K-12 schools to help develop a service technician pipeline in the area, and exploring various innovations within his program area.

Due to these efforts, I fully support and recommend Mr. Hollister’s promotion to full-time permanent instructor at Mid Michigan College.

Respectfully,

Shawn

Shawn R. Troy
Dean of Career & Workforce Education
Mid Michigan College
MEMO

To: President Hammond & Vice President Fager

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

Date: 10/23/2019

Subject: Diane Miller 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 the probationary faculty in question.

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

Ms. Miller will finish her five-semester probationary period at the completion of the Fall 2019 semester. During this time, she has been a full time instructor, and my review of her record, as well as my observation of her performance since my arrival in July 2018, convinces me that she is strongly committed to the success of her students. My observations of her work in the classroom have been very positive, and feedback evaluations from her students indicates she is an excellent teacher who works with her students to ensure they achieve the expected learning outcomes.

Ms. Miller also has a strong record of service at Mid Michigan College. She has made significant improvements to the Communications curriculum, and is currently working at revising the COM.101 course, which is one of the foundational courses of the General Education program at Mid. She co-chairs the Mid Green Committee, serves on the Off-Campus Advisory Committee, and represents the Social Science faculty on Academic Council. Recently, she has taken on the additional responsibility of co-leading the Faculty onboarding initiative.

Diane understands and embraces the culture of Mid Michigan College. She continues to add to her professional growth by attending conferences, including Creatorfest, and has been one of the leading advocates for the development of Open Educational Resources (OER) which have saved Mid students more than one million dollars. Her work on developing statewide transfer pathways in Communication through the Michigan Community College Association (MCCA) is also worthy of applause.

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

Respectfully,

Dr. Stevens R. Amidon
MEMO

To: President Hammond & Vice President Fager
From: Dr. Stevens Amidon – Assistant Vice President of Academic Services/Dean of Arts and Sciences
Date: 10/23/2019
Subject: Brad Olrich 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 the probationary faculty in question.

Dean’s Recommendation – I support the removal of Brad Olrich from probationary status, and recommend that he be granted full status at Mid Michigan College.

Mr. Olrich will finish his five-semester probationary period at the completion of the Fall 2019 semester. During this time, he has been a full time instructor, and my review of his record, as well as my observation of his performance since my arrival in July 2018, convinces me that he is strongly committed to the success of his students. My observations of his work in the classroom have been very positive, and feedback evaluations from his students indicates he is an excellent teacher who works with students to ensure they achieve the expected learning outcomes.

Mr. Olrich also has a strong record of service at Mid Michigan College. He has made significant improvements to the Art and Graphic Design curriculum taking a number of existing courses online, and has developed new courses in Storyboarding, Animation, and Motion Graphics that are being incorporated into a new guided pathway in Gaming and Animation that will seamlessly transfer to Central Michigan University’s Animation program. He has also helped nurture the Mid Michigan College Art and Design Club, which holds a highly successful and anticipated Laker Art Gallery show annually. His students also have been highly successful participants in Mid’s Student Showcase. He has also served as a member of the Technology Services Advisory Committee, and has served as a guest judge at art competitions in Isabella, Clare, and Gladwin counties.

Brad understands and embraces the student-centered culture of Mid Michigan College. He continues to add to his professional growth by attending conferences, including the Community College Communication Design Conference (C3DC). His work on developing statewide transfer pathways in Graphic Design through the Michigan Community College Association (MCCA) is also worthy of applause.

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

Respectfully,

Dr. Stevens R. Amidon
New Business

Item V-F: Audit Approval

Presenter: Vice President Frick

Board Consideration: Information/Action

Vice President of Finance and Facilities Lillian Frick will present the Board with the final audit and ask for their approval.

Recommendation:
It is recommended that the Board approve the audit as presented.
New Business

Item V-G: MSU Extension Partnership

Presenter: Vice President Mertes  
Board Consideration: Information/Action

Vice President of Outreach and Advancement Scott Mertes will present the Board with the proposal of adding an additional $15,000 for a total of $30,000, in partnership funding to Michigan State University Extension in exchange for services in the Community Outreach programs.

Recommendation:
It is recommended that the Board approve this additional funding as presented.
## Board Comments

### Item VI-A: Calendar of Events

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>Nov 8</td>
<td>MCCA Trustee Leadership Institute, Lansing, MI</td>
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<tr>
<td>Nov 10</td>
<td>PTK Induction Ceremony, Community Room, Mt. Pleasant Campus</td>
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<tr>
<td>Nov 14-15</td>
<td>MCCA President’s Meeting</td>
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<tr>
<td>Nov 28-29</td>
<td>College Closed</td>
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<tr>
<td>Dec 3</td>
<td>Board of Trustees Meeting, Poet Family Outdoor Education Center, Harrison</td>
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<tr>
<td>Dec 15</td>
<td>Mid Foundation Holiday Reception</td>
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<tr>
<td>Dec 23-Jan 1</td>
<td>College Closed</td>
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<tr>
<td>Jan 7</td>
<td>Board of Trustees Meeting, Poet Family Outdoor Education Center, Harrison</td>
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<tr>
<td>Feb 4</td>
<td>Board of Trustees Meeting, Harrison Campus</td>
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<tr>
<td>Mar 3</td>
<td>Board of Trustees Meeting, Harrison Campus</td>
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<tr>
<td>Mar 9</td>
<td>Phi Theta Kappa Awards Luncheon, Kellogg Center Ten A, East Lansing</td>
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<tr>
<td>Mar 19-20</td>
<td>Spring Board of Directors Meeting, Lake Michigan College, Benton Harbor</td>
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<tr>
<td>Mar 28-31</td>
<td>AACC Annual Convention, National Harbor, MD</td>
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<tr>
<td>Apr 7</td>
<td>Board of Trustees Meeting, Harrison Campus</td>
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<tr>
<td>Apr 16</td>
<td>Community College Day, Capitol Building, Lansing</td>
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<tr>
<td>Apr 17-21</td>
<td>Higher Learning Commission Annual Conference, TBD</td>
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</table>

**Recommendation:**
None, informational.
Board Comments

Item VI-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.