The meeting took place in the Houghton Room, Harrison Campus.

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

Absent: Betty M. Mussell, Vice Chair; James Dinkens, ESPA President;

Guests: Michelle Allmendinger, Dorothy Boge

Agenda Item I: CALL TO ORDER

The Board Chair called the meeting to order at 7:25 p.m. There were no public comments from the guests.

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

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

Agenda Item V-A: CORRESPONDENCE AND ANNOUNCEMENTS

President Hammond reviewed the correspondence items including a letter drafted and signed by State Senators Jim Stamas and Judy Emmons, and State Representatives Edward Canfield, Roger Hauck, Michele Hoitenga, Daire Rendon, Jason Wentworth and Ben Frederick. The letter was sent to Joint Capital Outlay Committee Chairs, State Senator Darwin Booher and State Representative Larry Inman, and outlined MMCC’s Capital Outlay request and their support for it.

President Hammond informed the Board that the letters the Board members sent to Senators and Representatives had been received by Senator Booher and others.

A document listing the number of grants MMCC’s Foundation has given out this year was shared with the Board.

President Hammond provided an update to the Board concerning the Vice President of Academic Services candidate search.

Agenda Item V-B: RESOLUTION FOR ESTIMATED REVENUE

Vice President Frick explained to the Board that the Resolution for Estimated Revenue is a requirement of the State of Michigan to identify projected revenue.

Discussion took place concerning state appropriations.
A motion was made by Trustee Allen to approve the Resolution for Estimated Revenue as presented. Seconded by Trustee Kreckman. A roll call vote showed ayes from Trustees Kreckman, Bay, Metzger, Jacobson, Allen, and Petrongelli, with Trustee Mussell absent.

*The Resolution for Estimated Revenue was adopted by the Board.*

**Agenda Item V-C: TUITION**

President Hammond reviewed the budget PowerPoint that provided background on how the 2017-2018 budget has being put together, the steps in the process and discussions that have already taken place. New expense requests represent a 1.6% increase over current year total expenses at a cost of $434,137.

Each of the tuition scenarios provided to the Board would still put the College at a net loss and cuts will need to be made to have a balanced budget by June.

Discussion took place concerning the tuition proposals and fees. Vice President Frick shared that MMCC’s fees are in-line with other colleges according to a survey all community college business officers complete each year.

A motion was made by Trustee Allen made to approve tuition rates of $120 per contact hour for in-district, $202 per contact hour for out of district, and $352 per contact hour for international and fees consisting of a technology fee increase to $15 per contact hour for all courses except off site dual enrollment courses and a $10 per contact hour Facilities Fee to be applied to all on-site courses beginning for the fall 2017 semester. Seconded by Trustee Kreckman. All ayes; motion carried.

**Agenda Item V-D: PURCHASE REQUEST**

Chief Information Officer Freds presented the purchase request for Unidata unrestricted Colleague user licenses and the Financial Aid Self-Service Module.

Currently, the college purchases individual Unidata user licenses as needed. With each service added, the college will require additional licenses. In addition, the college currently hosts the live Colleague environment and the test environment on the same server. Unrestricted licensing will allow the college to better follow best practice and separate these two environments each on their own servers.

The Financial Aid Self-Service module will provide MMCC’s students an online modern interface to the Financial Aid department and the students’ Financial Aid information and status. The interface is mobile friendly.

This is a sole source purchase. The base packaged fee for both of these services is $51,125 (one-time cost). A one-time consulting fee of $3,000 is required for the Financial Aid Self-Service module. The ongoing maintenance fee for this package will be $9,203 annually, this can gradually increase, but at a percentage limit. Funds will be from the Institutional Technology fund.

Discussion took place on what the licenses cover, the annual costs, and the ease of the program. The financial aid module will help financial aid communicate with students more efficiently and will provide easier access for students to see where they are in the process.

A motion was made by Trustee Bay to approve the purchase request for Unidata unrestricted Colleague user licenses and the Financial Aid Self-Service Module at a total one-time cost of $54,125, in addition to the first year maintenance cost of $9,203. Seconded by Trustee Metzger. All ayes; motion carried.
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

Any comments may be offered by Trustees at this time.

Meeting adjourned at 8:19 p.m.

Recording Secretary,
Tonya Clayton
Executive Assistant to the President and Board of Trustees

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Douglas A. Jacobson, Board Chair  Richard S. Allen, Jr., Secretary