The meeting took place in the Ester 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; Carolyn C. Bay, Trustee; Eric T. Kreckman, Trustee; Terry Petrongelli, Trustee; Kim Barnes, Executive Dean of Student & Academic Support Services; Tonya Clayton, Exec. Asst. to the President/Trustees; Lori Fassett, Executive Director of Personnel Services; Anthony Freds, Chief Information and Organizational Development 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; Bud Kanyo, Faculty Senate President;

Absent: Matt Miller, Ed.D., Vice President Student & Community Relations; James Dinkens, ESPA President;

Guests: LouAnn Goodwin, Dorothy Boge, Maggie Magoon, and Gale Crandell

Agenda Item I: CALL TO ORDER

The Board Chair called the meeting to order at 7:14 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 Notice of Intent from the Village of Farwell and informed the Board that many staff and faculty members have expressed their appreciation for the Family Fare gift certificates.

Agenda Item V-B: SABBATICAL LEAVE RECOMMENDATION

Trustee Petrongelli reviewed the Sabbatical Leave recommendation, approved by the Sabbatical Committee, from Professor Dave Kedrowski for the fall of 2017.

It is the recommendation of the Sabbatical Committee that the Board approve the proposal which will be in effect for the 2017 - 2018 academic year.

A motion was made by Trustee Petrongelli to approve Dave Kedrowski’s Sabbatical request for the 2017 fall semester. Seconded by Trustee Mussell. No discussion. All ayes, motion carried.

Agenda Item V-C: PURCHASE REQUESTS

Inceptia. Gale Crandell, Director of Financial Aid, presented the purchase request for Student Loan Default Prevention Outreach and Loan Grace Period Counseling Outreach. These services will come from Inceptia, a third party contractor, through the State of Michigan MiDeal Extended Purchasing contract.
This contract with Inceptia will provide MMCC, as a MiDeal member, with student loan default prevention and financial literacy services at a reduced cost. Inceptia’s counselors will connect with student borrowers during their six-month Grace Period and with students who have become delinquent on their federal loans and address their specific repayment needs in order to find the best tailored solution to get them back on track. This strategy should thereby prevent student loan default which in turn will benefit the college by reducing the Federal Student Loan Cohort Default Rate (CDR). MMCC’s current CDR is 21.1%. To avoid the threat of sanctions and the loss of federal funding the college needs to keep the CDR below the 30% regulatory threshold.

The company will bill MMCC based on the number of contacts they make. The total cost will be up to $42,000 per year for three years. The purchase will be made using the Strategic Initiatives Fund.

A lengthy discussion took place concerning average default rates in Michigan and the U.S., the number or repayment options and what MMCC does now to assist these students.

A motion was made by Trustee Kreckman to enter into a contract with Inceptia at a cost of up to $42,000 per year for three years. Seconded by Trustee Mussell. All ayes; motion carried.

X-Ray Phantom. Vice President Jankoviak and Director Goodwin presented the purchase request for a full body X-Ray Phantom. The Phantom is used by students in the Radiography program. The current phantom has been refurbished already, is at the end of its life, leaking lubricant, and is rigid and cannot be utilized to demonstrate radiographic positioning.

The requested Phantom is posable and translucent. The new phantom could be used to demonstrate radiographic positions. Due to translucency, the students would be able to see how the bones change and align with each radiographic position. This will enhance their experience in the lab and provide more accuracy with imaging.

The life expectancy of the proposed phantom is 15-20 years. The cost of the requested Phantom is $26,040 from Supertech, a sole source provider. The purchase would be made using Perkins funds.

A motion was made by Trustee Kreckman to approve the purchase of the Phantom at a cost of $26,040 from Supertech. Seconded by Trustee Bay. All ayes; motion carried.

President Hammond thanked Director Goodwin for her dedication to student success and her efforts in spearheading participation in the Bra La La fundraiser hosted by MidMichigan Health. MMCC staff and faculty raised almost $4,000 for the event and had numerous individuals participate.

Agenda Item V-D: ACADEMIC CALENDAR REVISION

Executive Director Barnes explained to the Board the revision is needed in order to be in compliance with the ESPA contract. The College would be closed on January 2, 2017 and will re-open on the January 3, 2017.

A motion was made by Trustee Mussell to approve the Academic Calendar revision to be in compliance with the ESPA contract. Seconded by Trustee Petrongelli. All ayes; motion carried.

Agenda Item V-E: BENEFIT UPDATE

At the November 4, 2014 Board of Trustees meeting, the Board acted to fund the deductible for Medicare eligible employees as stated: “provide a cash payment that will be taxed, and therefore ‘grossed up’ so employees who have reached the age of eligibility for Medicare, and no longer qualify for a Health Savings Account, still have their deductible amount funded in full by the college”.

It has come to the administrations attention that such pay amounts must be made through a Health Reimbursement Account (HRA). It was requested the Board approve the resolution for MMCC’s contribution to go to an HRA instead of a direct cash payment. The contribution would be pre-tax and will be in line with current deductible amounts.

A motion was made by Trustee Bay and seconded by Trustee Metzger to approve the Heath Reimbursement Account resolution presented, effective immediately. Roll call vote showed ayes from Trustees Kreckman, Bay, Metzger Jacobson, Allen, Petrongelli, and Mussell. Motion carried.

**Agenda Item V-F: TRUSTEE YEARS OF SERVICE**

The Board Chair presented Trustee Metzger with his Michigan Community College Association 25 years of service pin.

President Hammond presented the following Trustees with MMCC Years of Service awards:

- Richard Allen – 30 Years
- Carolyn Bay – 15 Years
- Douglas Jacobson – 20 Years
- Eric Kreckman – 10 Years
- Betty Mussell – 30 Years

**Agenda Item V-G: OATH OF OFFICE**

Trustees Bay and Petrongelli completed their Oath of Office, administered by Doroty Boge.

**Additional Comments**

Executive Director Govitz thanked the Board members for their years of service.

Executive Director Govitz shared a short term training grant report with the Board. MMCC recently received funds from the State of Michigan, Skilled Trades Training Fund (STTF). STTF provides funds to companies for short term, incumbent worker training. During the 2015-2016 academic year, MMCC training 88 people under STTF. In 2016-2017 the College has plans to train almost 400 employees. Executive Director Govitz thanked other partners and the Technical Center team, especially Kristine Stevens for her efforts.

The Board Chair led a discussion concerning the Skilled Trade Training Funds, as well as the Michigan New Jobs Training program.

President Hammond informed the Board that MMCC is entering into an affiliation agreement with MSU Extension. MSU Extension will have a representative on MMCC’s Harrison campus who will work with our Community Education department. This will be a pilot program for 2017.

**Agenda Item V-H: FUTURE MEETING DATES**

Due to Trustee Jacobson’s expected absence at the January 3, 2017 Board meeting, Trustee Mussell will chair that meeting.

President Hammond and Vice President Miller will be out of state attending a Continuous Quality Improvement Network meeting on March 7, 2017.
A motion was made by Trustee Kreckman to move the March meeting from March 7, 2017 to March 14, 2017. Seconded by Trustee Bay. 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**

Trustee Allen led a discussion concerning the proposed appointment of Betty DeVos as Education Secretary for President Elect Trump’s administration.

A motion was made by Trustee Petrongelli to adjourn to closed session at 8:15 p.m. Supported by Trustee Mussell. A roll call vote showed ayes from Trustees Kreckman, Bay, Metzger, Jacobson, Allen, Petrongelli, and Mussell. Motion carried.

The Board returned to regular session at 8:26 p.m.

Trustee Allen led a discussion concerning the completion agenda and if any plans were in place to increase the completion rate at MMCC. President Hammond stated she will provide an outline of steps to increase completion to the Board.

Any comments may be offered by Trustees at this time.

Meeting adjourned at 8:31 p.m.

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