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

Present: Douglas A. Jacobson, Board Chair; Betty M. Mussell, Vice Chair; Richard S. Allen, Jr., Secretary; 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 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;

Absent: Thomas W. Metzger, Treasurer; Carolyn C. Bay, Trustee; Eric T. Kreckman, Trustee; Lori Fassett, Executive Director of Personnel Services; Michael W. Jankoviak, Ph.D., Vice President of Academic Services; Matt Miller, Ed.D., Vice President Student & Community Relations; Bud Kanyo, Faculty Senate President; James Dinkens, ESPA President;

Guests: Michelle Allmendinger, Brandon Kish, and Marilee Kujat

Agenda Item I: CALL TO ORDER

The Board Chair called the meeting to order at 7:32 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.

President Hammond stated Lori Fassett will be traveling to Germany in the spring as part of her National Guard training.

Agenda Item IV-A: ENROLLMENT REPORT

President Hammond reviewed the winter 2017 enrollment report. Total billing hours were down 0.61% from winter 2016. The 2016-2017 budget was built using a 5% decline in tuition billing hours.

Discussion took place concerning President Trump’s Executive Order on foreign travel and how it may be affecting MMCC’s international student population.

Agenda Item V-A: CORRESPONDENCE AND ANNOUNCEMENTS

President Hammond reviewed the correspondence items including a letter from MMCC’s Clinical Simulation Coordinator, Laurel McLaughlin, and the MMCC State Appropriations Flyer. Dr. Hammond also shared an article from Speedhorse magazine featuring Carolyn and Walt Bay.

As stated in Mike Hansen’s presentation during the Board Workshop, the Michigan Association of Community Colleges (MCCA) is holding a Leadership Academy. MMCC faculty Members Lucia Elden and Laura Vosejpk have been participating in this year’s academy. Laura Vosejpk recently announced she accepted the position as the Founding Dean of the College of Sciences and Liberal Arts at Kettering University.
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Agenda Item V-B: LEGISLATIVE DAY UPDATE

The Board Chair and President Hammond provided an update on current legislative items including Capital Outlay funding and appropriations.

Agenda Item V-C: BOARD PERSONNEL COMMITTEE UPDATE

The Board Chair provided an update from the Board Personnel Committee.

A motion was made by Trustee Mussell to approve a three-year rolling contract for President Hammond. Seconded by Trustee Petrongelli. All ayes; motion carried.

President Hammond stated that Vice President Jankoviak would be retiring within the year. The selection process will begin soon and Trustee Petrongelli has agreed to be the Board representative on the selection committee for Dr. Jankoviak’s replacement.

Agenda Item V-D: BOARD COMMITTEE ASSIGNMENT

The Board Chair reviewed the Board Committee Assignments and stated the current assignments will stay in place.

Agenda Item V-E: PURCHASE REQUESTS

Director Kujat presented the purchase request for a trip to New York for the Educational Talent Search Students (ETS). ETS would be traveling by chartered bus to New York City and be staying in the city. The group is planning to visit the Statue of Liberty, Ellis Island, Harlem, Wall Street, the Empire State Building, a Broadway show, and other places. Gerber Tours, a travel company that specializes in working with TRiO grant programs like ETS, and which has been used for two other trips in the past, organized the proposed tour. Gerber Tours will provide a knowledgeable tour guide who will stay with the group throughout the trip.

ETS requested approval to take 30 ETS high school students and 5-6 background checked chaperones to New York City July 12-14, 2017. The total cost of the trip is $28,000 and will be paid for using ETS grant funds.

A motion was made by Trustee Petrongelli to approve the purchase request for the trip to New York for the Educational Talent Search Students at a cost of $28,000. Seconded by Trustee Mussell. All ayes; motion carried.

Chief Information Officer Freds presented the purchase request for renewal of MMCC’s contract with Lynda.com for LyndaCampus. The College began using the service in December of 2011. The service grants unlimited access of LyndaCampus for all faculty, staff, and current students at MMCC through the Portal. LyndaCampus includes access to an extensive library of video tutorials and practice material for computer applications and many other topics. It is used to assist students, as professional development for faculty and staff, and as supplemental material for many courses.

Brandon Kish, Director of Programming and an adjunct instructor, shared how he uses Lynda.com in the classroom as an alternative to textbooks. The reduction in textbooks assists students with their college costs.

Discussion took place on expanding the use of Lynda.com on campus and marketing the program to faculty.

Lynda.com was recently acquired by LinkedIn. The initial renewal quote from LinkedIn was for nearly double MMCC’s current annual rate. Through diligent communications, the College has been able to negotiate the cost down to a
more reasonable rate of $19,350 for the first year, which will gradually increase to $22,500 in year three. Funding to come from the technology fund.

A motion was made by Trustee Petrongelli to approve the Lynda.com contract at a cost of $19,350 in the first year, which will gradually increase to $22,500 in year three. Seconded by Trustee Mussell. All ayes; motion carried.

**Agenda Item V-E: ORGANIZATIONAL STRUCTURE ANALYSIS PROJECT**

President Hammond presented the Organizational Structure Analysis Project. The project will be a study of positions, including identifying the scope of position, the education required for the position, etc. for the administrative and Education Support Personnel Association (ESPA) positions. The completed project will provide a road map on how to organize positions within the college and provide clarity to staff in the College. Employees will have input and will not be disadvantaged. If the project is approved, discussions will need to take place with ESPA leadership before proceeding.

Discussion took place concerning the outcomes of the project.

The cost of the project is $45,000 and will be paid for using Personnel Services department funds.

A motion was made by Trustee Allen to approve the contact with Rahberg, Stover & Associates, LLC to complete an Organization Analysis at a cost of $45,000. Seconded by Trustee Mussell. All ayes; motion carried.

**Agenda Item V-E: COMMUNITY COMPASSION NETWORK EVENT**

The Mt. Pleasant Community Compassion Network has requested the use of the Mt. Pleasant facilities for a fundraising event on April 25, 2017 called "Fashion for Compassion". They are requesting to serve beer and wine at this event.

A motion was made by Trustee Mussell to allow the Mt. Pleasant Community Compassion Network to serve alcoholic beverages on the Mt. Pleasant Campus on April 25, 2017 for their "Fashion for Compassion" event. Seconded by Trustee Petrongelli. All ayes; motion carried.

A discussion took place concerning the Humane Animal Treatment Society (H.A.T.S) event that takes place on the Mt. Pleasant campus in May.

A motion was made by Trustee Petrongelli to allow alcohol on campus for the H.A.T.S. event that will take place in May 2017. Seconded by Trustee Mussell. 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.

Discussion took place on potential ideas for commencement speaker.

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

Trustee Allen shared information concerning an article about international students. Discussion took place concerning international students in Michigan and nationwide.
Board Chair Jacobson stated the college is being sued because of a FOIA request. The Board will enter into closed session to discuss the matter. A motion was made by Trustee Mussell to adjourn to closed session at 8:18 p.m. Supported by Trustee Allen. A roll call vote showed ayes from Trustees Jacobson, Allen, Petrongelli, and Mussell. With Trustees Kreckman, Bay, and Metzger absent. Motion carried.

The Board returned to regular session at 8:44 p.m.

An open house took place at the Pickard location on January 24 with 50-60 people in attendance to explore the possibility of a non-profit center in the location. Organizers are compiling surveys from those who attended.

A discussion took place concerning the Pickard building and possible future plans.

The Board Chair informed the Board of the existence of the Michigan College Access Network (MCAN) and their mission. Discussion took place on whether or not it would be possible to have a MCAN presence in the local area.

Meeting adjourned at 9:01 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