MID MICHIGAN COLLEGE
Board of Trustees Workshop and Regular Meeting
Harrison, MI 48625 and Mt. Pleasant, MI 48858
March 3, 2020
6:00 PM Dinner, 6:30 PM Workshop, 7:00 PM Meeting
Esther C. Conference Room
Harrison Campus

Workshop Presentation
TRIO SSS Annual Report

Board of Trustees Meeting Agenda

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: Harrison Campus Renovations
Presenter: Vice President Frick
Board Consideration: Information

NEW BUSINESS
Item VI-A: Correspondence and Announcements
Presenter: President Hammond
Board Consideration: Information
Item VI-B: Alcohol Authorization for MCCB
Presenter: VP Fager
Board Consideration: Information/Action
Item VI-C: BPO for Auxiliary Services
Presenter: VP Frick
Board Consideration: Information/Action
Item VI-D: Revised 2020 Budget
Presenter: VP Frick
Board Consideration: Information/Action
Item VI-E: Board of Trustees Meeting Schedule 2020-2021
Presenter: President Hammond
Board Consideration: Information/Action
Item VI-F: NC3 Snap-On Electronic Torque Certification Kit Purchase
Presenter: Dean Troy
Board Consideration: Information/Action
Item VI-G: Financial Ratios
Presenter: VP Frick
Board Consideration: Information
Item VI-H: Presidential Candidate Semi Finalist Selection
Presenter: Pauly Group
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
The Need for TRIO SSS at Mid

Table 1: SSS Eligible Students, Fall Terms

<table>
<thead>
<tr>
<th>Criteria</th>
<th>2018</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>N</td>
<td>%</td>
<td>N</td>
</tr>
<tr>
<td>Low Income</td>
<td>1,436</td>
<td>57%</td>
<td>1,536</td>
</tr>
<tr>
<td>First Generation</td>
<td>1,636</td>
<td>65%</td>
<td>1,722</td>
</tr>
<tr>
<td>Both Low Income &amp; First Generation</td>
<td>1,073</td>
<td>43%</td>
<td>1,128</td>
</tr>
<tr>
<td>Disabled</td>
<td>106</td>
<td>4%</td>
<td>124</td>
</tr>
<tr>
<td>Both Low Income &amp; Disabled</td>
<td>74</td>
<td>3%</td>
<td>91</td>
</tr>
</tbody>
</table>

Source: Offices of Technology Services, Financial Aid, and Institutional Research, November 2019
Table 2: Barriers Compared

<table>
<thead>
<tr>
<th>Indicators Fall 2016, 2017, and 2018</th>
<th>SSS Eligible</th>
<th>SSS Ineligible</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>N</td>
<td>%</td>
</tr>
<tr>
<td>Received Financial Aid (includes loans)</td>
<td>1421</td>
<td>84.2</td>
</tr>
<tr>
<td>Received Financial Aid, other than loans</td>
<td>1296</td>
<td>77.7</td>
</tr>
<tr>
<td>Received Pell Grants</td>
<td>1197</td>
<td>71.8</td>
</tr>
<tr>
<td>Student Loans</td>
<td>518</td>
<td>31.0</td>
</tr>
<tr>
<td>Zero Expected Family Contribution</td>
<td>910</td>
<td>54.6</td>
</tr>
<tr>
<td>Avg Adjusted Gross Household Income (Parents + Student)</td>
<td>1668</td>
<td>$47,719</td>
</tr>
<tr>
<td>Average Adjusted Gross Household Income (Student)</td>
<td>577</td>
<td>$11,715</td>
</tr>
</tbody>
</table>

Sources: Office of Institutional Research & Financial Aid Office, January 2020
## Table 3: Enrollment in Developmental Coursework Compared

<table>
<thead>
<tr>
<th></th>
<th>SSS Eligible</th>
<th>SSS Ineligible</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>N</strong></td>
<td><strong>%</strong></td>
<td><strong>N</strong></td>
</tr>
<tr>
<td>Enrollment in Developmental English</td>
<td>2101</td>
<td>85.9%</td>
</tr>
<tr>
<td>Enrollment in Developmental Math</td>
<td>526</td>
<td>86%</td>
</tr>
<tr>
<td>Fail rates in ENG 110 (developmental)</td>
<td>135</td>
<td>22%</td>
</tr>
<tr>
<td>Fail rates in MAT101 (developmental)</td>
<td>32</td>
<td>26%</td>
</tr>
<tr>
<td>Fail rates in MAT 104/105 (developmental)</td>
<td>124</td>
<td>17%</td>
</tr>
<tr>
<td>Fail rates in Subsequent General Education Classes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>· English 111</td>
<td>116</td>
<td>19%</td>
</tr>
<tr>
<td>· Humanities 200</td>
<td>11</td>
<td>8%</td>
</tr>
<tr>
<td>· Science 200</td>
<td>3</td>
<td>4%</td>
</tr>
<tr>
<td>· Social Science 200</td>
<td>5</td>
<td>7%</td>
</tr>
<tr>
<td>· Speech 101</td>
<td>108</td>
<td>22%</td>
</tr>
</tbody>
</table>
Results

Benchmark: 81%

Benchmark: 54%

**Academic Good Standing**

- 2017-2018: 95.71%
- 2018-2019: 95%

**Persistence**

- 2015-2017: 89%
- 2018-2019: 85%
Results

Benchmark: 18%

Benchmark: 10%
Student Contacts – 2,043 in 2018-2019
## TRIO SSS Generates Revenue

<table>
<thead>
<tr>
<th></th>
<th>Persistence 18-19</th>
<th>Cohort Size</th>
<th>#Persist</th>
<th>Average Credits/Year</th>
<th>In-district tuition</th>
<th>Revenue Generated (In-district)</th>
<th>Revenue Generated (Average)</th>
<th>Revenue Generated (Out-district)</th>
</tr>
</thead>
<tbody>
<tr>
<td>TRIO</td>
<td>0.85</td>
<td>140</td>
<td>119</td>
<td>18</td>
<td>129</td>
<td>$276,318.00</td>
<td>$370,566.00</td>
<td>$464,814.00</td>
</tr>
<tr>
<td>Mid</td>
<td>0.47</td>
<td>140</td>
<td>66</td>
<td>18</td>
<td>129</td>
<td>$152,787.60</td>
<td>$204,901.20</td>
<td>$257,014.80</td>
</tr>
<tr>
<td>Total Generated</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$123,530.40</td>
<td>$165,664.80</td>
<td>$207,799.20</td>
</tr>
</tbody>
</table>
The Future of TRIO SSS at Mid

- Mid Michigan College is in its final year of the 5-year TRIO SSS Grant Cycle
- The current Cycle ends August 31, 2020
- Preparation for the re-application to the Grant for a new 5-year cycle began in earnest in September, 2019, although preliminary work began in Spring of 2019
- The Planning Team, made up of numerous division heads and their department leaders, developed ideas for how to tackle the writing of the new grant and worked on revision after revision through the Fall semester and into January 2020
- The Department of Education provided a Request for Proposal in December 2019 with a deadline date for grant submission of January 27, 2020
- President Hammond spent many hours writing a major portion of the grant narrative while we gathered and reviewed information provided by the various departments involved with the Planning Team
The Future of TRIO SSS at Mid

- The work of President Hammond and Maggie Magoon in writing, reviewing, and verifying information continued throughout the months of November, December, and January.
- After final revisions were made, the grant was uploaded to the website Grants.gov on January 22, 2020, prior to the January 27 deadline.
- The TRIO SSS Grant Program Administrator in Washington, D.C., notified us that we should know sometime mid-Summer whether our grant will be renewed.
- Since we expect to learn whether or not the new grant is approved a couple of months before the current 5-year cycle ends, we should have the information needed to plan expenditures and staffing during the last few months of the current grant.
Thank You!

The TRIO SSS Team would like to thank the following Planning Team Members who provided their diligence and time out of their busy schedules to assist with the re-application:

Stevens Amidon, Susan Call, Jennifer Cooper, Amy Dykhouse, Jennifer Fager, Lori Fassett, Anthony Freds, Lillian Frick, Corey Goethe, Jessie Gordon, Scott Govitz, Christine Hammond, Jason Howard, Karry Kiste-Toner, Maggie Magoon, Scott Mertes, Matt Miller, Shawn Troy, Peter Velguth, and Anita West
TRIO SSS Trips and Activities
2019-2020
CMU AND YOU DAY
Davenport University Visit
Mackinaw/Sault Ste. Marie Trip
Upper Peninsula Trip
Valentine’s Day Senior Give-Back at Rosebush Manor
The TRIO SSS Staff

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mary Battaglia, Director</td>
<td><a href="mailto:mbattaglia@midmich.edu">mbattaglia@midmich.edu</a> or x606</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annie van de Water, Success Coach</td>
<td><a href="mailto:avandewater@midmich.edu">avandewater@midmich.edu</a> or x619</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maggie Magoon, Coordinator</td>
<td><a href="mailto:mmagoon@midmich.edu">mmagoon@midmich.edu</a> or x645</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Allyson VanConant, Academic Success Coach</td>
<td><a href="mailto:avanconant@midmich.edu">avanconant@midmich.edu</a> or x509</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amy Dykhouse, Career &amp; Accommodations Coordinator</td>
<td><a href="mailto:adykhouse@midmich.edu">adykhouse@midmich.edu</a> or x259</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sue Robison, Administrative Assistant</td>
<td><a href="mailto:slrobinson@midmich.edu">slrobinson@midmich.edu</a> or x513</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
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  
Boad Consideration: Action

A. Minutes- February 4, 2020 Regular Meeting
B. Monthly Financial Report:
   4. Gifts and Donations: Donations totaling $18,451 were received for the Scholarship and Grant Fund in January 2020.

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

February 4, 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; Anthony Freds, Associate Vice President of Technology Services; 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

Absent: Carolyn C. Bay, Trustee

Agenda Item I: CALL TO ORDER

The Board Chair called the meeting to order at 7:22 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 V-B: ENROLLMENT UPDATE

President Hammond presented the latest Winter Semester enrollment report, which shows a 1% decline in credit hours from Winter 2019. This is better than the 8% decline previously projected. Dr. Hammond pointed out that the improved margin was the result of expanded sites and increased online enrollment.
Mid Michigan College Board of Trustees Regular Meeting

February 4, 2020 – page 2

**Agenda Item V-C: ACCEPTANCE OF FOUNDATION GIFTS & PLEDGES/APPROVAL OF NAMING OPPORTUNITIES**

Associate Vice President of the Mid Foundation Tom Olver presented the Board with an update on potential donor relations in the works. Signage for the donor spaces is being constructed. The Foundation will be hosting an event on March 7th for major donors at the Midland Center for the Arts. A Northern Tradition will be taking place on April 19th from 6-9 PM at Jay’s Sporting Goods in Clare.

**Agenda Item VI-A: CORRESPONDENCE AND ANNOUNCEMENTS**

Scott Mertes, Vice President of Community Outreach and Advancement was featured on “The Topic” which is a radio show on 92.3 and discussed issues such as expansion and student retention.

Mid made the news for distributing their Laker Distinction Scholarship to local students. [https://www.9and10news.com/2020/02/03/gaylord-high-school-senior-receives-full-ride-scholarship/](https://www.9and10news.com/2020/02/03/gaylord-high-school-senior-receives-full-ride-scholarship/)

The Bond financing was finalized this morning.

Ribbon Cutting Ceremony for the Harrison Campus will be on Friday, February 14th from 4- 5:30 PM. There will be student guided tours as well as a program featuring Representative Jason Wentworth, Trustee Betty Mussell, Associate Vice President Tom Olver, and President Hammond.

Mid received a final audit determination from the US Department of Education regarding the reconciliation processing in financial aid. Appropriate action has been taken to remedy any findings and pre-audits will be conducted internally as a future best practice.

Mid was also featured on the Middle Michigan Development Corporation Annual Report in picture format.

**Agenda Item VI-B: NC3 INDUSTRY MANUFACTURING PLC TRAINER PURCHASE**

Dean Shawn Troy presented the Board with a request to purchase an Industry 4.0 Manufacturing Level 1 PLC Trainer. The total cost of this project would be $43,903.78 and would be funded through the Perkins budget.

Motion by Trustee Kreckman to approve the request to purchase the NC3 Industry Manufacturing PLC Trainer in the amount of $43,903.78. Second by Trustee Metzger. All Ayes; Motion Carried.
Mid Michigan College Board of Trustees Regular Meeting

February 4, 2020 – page 3

Agenda Item VI-C: ALCOHOL AUTHORIZATION FOR CLARE ROTARY

President Hammond presented a request to allow alcohol on campus for Clare Rotary’s Charter Night on February 29th.

Motion by Trustee Petrongelli, to approve the request to serve alcohol on campus on February 29 during the Clare Rotary Charter Night. Second by Trustee Kreckman. All Ayes; Motion Carried.

Agenda Item VI-D: RENEWAL OF LINKEDIN LEARNING

Associate Vice President of Information Technology Anthony Freds presented a request to renew LinkedIn Learning (formerly Lynda.com) for a three year term at a rate of $20,700 per year. It was agreed that data would be collected on use of this product in the academic division before subsequent renewal would be considered. Funding for this renewal would come from the technology budget.

Motion by Trustee Kreckman to approve the renewal of LinkedIn Learning for a three year term, at $20,700 per year, for a total of $62,100 . Second by Trustee Petrongelli. All Ayes; motion carried.

Agenda Item VII-A: CALENDAR OF EVENTS

May 7th will be Honors Convocation at 6:00 PM

May 8th will be the Nursing Pinning Ceremony at 6:00 PM in Mt. Pleasant

Agenda Item VII-B: OTHER BUSINESS

Instructor JJ Mertz gave Board members an overview of the Hunting and Angling Scholars program that he is working on.

Trustee Petrongelli gave an overview of the Presidential Search process, thus far.

Winter Blast sponsored by Mid and Jay’s Sporting Goods will be on Saturday, February 8th from 10:00 AM - 2:00 PM in the Poet Family Outdoor Education Center.
Meeting adjourned at 8:18 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. 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. As of January 31, 2020, 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 58% of the annual budget.

GENERAL FUND REVENUE OVER EXPENSES:

- The total increase in net assets as of January 31, 2020 is $11.1 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 decreased $2,106 from December 31, 2019 to help fund January operations.
- The State appropriations receivable of $4,233,968 represents the remaining 7 monthly payments of 2019-20 general and UAAL state appropriations.
- Student receivables decreased $663,000 due to payments and financial aid applied to student accounts for the Winter 2020 term.
- The prepaid expense balance of $193,263 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 $4.2 million can be broken down as follows:
  - $677,000 due to the designated student activities fund
  - $2.6 million due to the auxiliary services for sales
  - $63,000 due from the scholarship and grant fund
  - $152,500 million due from the federal restricted fund for student financial aid funds disbursed to the student accounts
- $266,000 due from the restricted grant fund
- $1.3 million due to building and site for current and future college needs
- $59,500 due to the Foundation

- The $1.5 million in accrued payroll and other compensation includes expenses incurred but not paid as follows:
  - Accrued salary, wages and vacation of $272,000
  - FICA, Federal and State withholding of $48,000
  - MPSERS/ORP/UAAL payable of $380,500
  - Employee health and dental insurances payable of $246,000
  - Deferred faculty pay of $508,500
  - 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 80% 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 72% of the annual budget, represent operational costs for the months of July through January and corresponds with sales volume.

- The excess revenue over expense to date is $162,332, and will be used to fund bookstore operations for the balance of the 2019-20 year.
# MID MICHIGAN COLLEGE
## BALANCE SHEET
### January 31, 2020

### Assets

#### Current Assets:
- Cash and cash equivalents: $10,382,592
- Short-term investments: $695,166
- Property taxes receivable: $1,859,718
- State appropriations receivable: $4,233,968
- Student receivables: $5,904,127
- Other receivables: $114,895
- Deposit - self-funded healthcare: $184,368
- Prepaid expenses and other assets: $193,263
- Due from (due to) other funds: $(4,247,364)

**Total current assets $19,320,734**

- Long-term investments: $362,315

**Total assets $19,683,049**

### Liabilities and Net Assets

#### Liabilities:
- Accounts payable: $68,213
- Accrued payroll and other compensation: $1,474,230

**Total liabilities $1,539,669**

#### Net assets:
- Reserved for:
  - Technology: $851,077
  - Program development: $852,425
  - Retirement incentives: $200,000
  - Self-funded healthcare reserve: $1,177,717
  - Unreserved: $3,944,291
- Current year excess revenue over/(under) expenditures: $11,117,870

**Total net assets $18,143,380**

**Total liabilities and net assets $19,683,049**
MID MICHIGAN COLLEGE
STATEMENT OF REVENUES, EXPENSES
For the seven months ended January 31, 2020

<table>
<thead>
<tr>
<th>OPERATING REVENUES:</th>
<th>Current Fiscal Year</th>
<th>% of</th>
<th>Prior Fiscal Year</th>
<th>% of</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition and fees</td>
<td>$15,816,377</td>
<td>97%</td>
<td>$15,888,461</td>
<td>89%</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$53,808</td>
<td>32%</td>
<td>$80,051</td>
<td>37%</td>
</tr>
<tr>
<td>Total operating revenues</td>
<td>$15,870,185</td>
<td>97%</td>
<td>$15,968,512</td>
<td>88%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENSES: Operating expenses:</th>
<th>Current Fiscal Year</th>
<th>% of</th>
<th>Prior Fiscal Year</th>
<th>% of</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instruction</td>
<td>$5,903,928</td>
<td>60%</td>
<td>$5,678,315</td>
<td>56%</td>
</tr>
<tr>
<td>Information technology</td>
<td>$995,019</td>
<td>55%</td>
<td>$909,281</td>
<td>50%</td>
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<tr>
<td>Public service</td>
<td>$442,234</td>
<td>51%</td>
<td>$362,582</td>
<td>43%</td>
</tr>
<tr>
<td>Instructional support</td>
<td>$1,220,079</td>
<td>52%</td>
<td>$1,456,662</td>
<td>60%</td>
</tr>
<tr>
<td>Student services</td>
<td>$1,680,779</td>
<td>51%</td>
<td>$1,958,537</td>
<td>55%</td>
</tr>
<tr>
<td>Institutional administration</td>
<td>$2,530,861</td>
<td>54%</td>
<td>$2,734,915</td>
<td>48%</td>
</tr>
<tr>
<td>Operation and maintenance of plant</td>
<td>$1,403,613</td>
<td>50%</td>
<td>$1,607,202</td>
<td>54%</td>
</tr>
<tr>
<td>Total operating expenses</td>
<td>$14,176,513</td>
<td>55%</td>
<td>$14,707,495</td>
<td>53%</td>
</tr>
<tr>
<td>Operating income/(loss)</td>
<td>$1,693,672</td>
<td></td>
<td>$1,261,018</td>
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<thead>
<tr>
<th>NON-OPERATING REVENUES:</th>
<th>Current Fiscal Year</th>
<th>% of</th>
<th>Prior Fiscal Year</th>
<th>% of</th>
</tr>
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<tbody>
<tr>
<td>State appropriations</td>
<td>$6,798,823</td>
<td>102%</td>
<td>$6,595,387</td>
<td>129%</td>
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<tr>
<td>Property tax levy</td>
<td>$2,462,446</td>
<td>100%</td>
<td>$2,386,274</td>
<td>100%</td>
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<tr>
<td>Investment income</td>
<td>$112,918</td>
<td>226%</td>
<td>$62,518</td>
<td>125%</td>
</tr>
<tr>
<td>Unrealized gain (loss) on investments</td>
<td>$5,301</td>
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<td>$4,532</td>
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<tr>
<td>Gifts</td>
<td>$-</td>
<td>-</td>
<td>$-</td>
<td>-</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$56,164</td>
<td>5%</td>
<td>$6,652</td>
<td></td>
</tr>
<tr>
<td>Transfers from other funds:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restricted grants</td>
<td>$-</td>
<td>-</td>
<td>$-</td>
<td>-</td>
</tr>
<tr>
<td>Auxiliary services</td>
<td>$-</td>
<td>-</td>
<td>$-</td>
<td>-</td>
</tr>
<tr>
<td>Foundation - Capital Campaign</td>
<td>$-</td>
<td>-</td>
<td>$-</td>
<td>-</td>
</tr>
<tr>
<td>Total Non-operating revenues</td>
<td>$9,435,652</td>
<td>125%</td>
<td>$9,055,363</td>
<td>120%</td>
</tr>
</tbody>
</table>

| Revenues over/(under) expenses | Current Fiscal Year | $11,129,325 | Prior Fiscal Year | $10,316,381 |
| Inter Funds Transfers |                         |             |                   |             |
| Planned Savings (Building & Site) | $-            | 0%          | $481,250          | 58%          |
| Additional Savings (Building & Site) | $-            | 0%          | $-                | 0%          |
| Bond Debt Service (Building & Site) | $11,455    | 2%          | $16,720           | 5%          |
| Restricted Grant Match | $-                  | 0%          | $-                | 0%          |
| Total Transfer to Building & Site | $11,455    |             | $497,970          |             |

Net increase (decrease) in Net Assets | Current Fiscal Year | $11,117,870 | Prior Fiscal Year | $9,818,411 |
### MID MICHIGAN COLLEGE
### STATEMENT OF REVENUES, EXPENSES
For the seven months ended January 31, 2020
AUXILIARY FUND

<table>
<thead>
<tr>
<th></th>
<th>Current Fiscal Year</th>
<th>% of Budget</th>
<th>Prior Fiscal Year</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUE:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bookstore</td>
<td>$1,151,997</td>
<td>84%</td>
<td>$1,265,340</td>
<td>66%</td>
</tr>
<tr>
<td>Espresso Bar*</td>
<td>$1,638</td>
<td>2%</td>
<td>$49,727</td>
<td>64%</td>
</tr>
<tr>
<td></td>
<td>$1,153,635</td>
<td>80%</td>
<td>$1,315,067</td>
<td>66%</td>
</tr>
<tr>
<td><strong>EXPENSES:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bookstore</td>
<td>$910,014</td>
<td>76%</td>
<td>$1,022,976</td>
<td>72%</td>
</tr>
<tr>
<td>Espresso Bar*</td>
<td>$2,801</td>
<td>5%</td>
<td>$44,210</td>
<td>67%</td>
</tr>
<tr>
<td>Auxiliary Services</td>
<td>$78,488</td>
<td>66%</td>
<td>$76,895</td>
<td>61%</td>
</tr>
<tr>
<td></td>
<td>$991,303</td>
<td>72%</td>
<td>$1,144,081</td>
<td>71%</td>
</tr>
<tr>
<td><strong>EXCESS REVENUE OVER EXPENSES</strong></td>
<td>$162,332</td>
<td>14%</td>
<td>$170,985</td>
<td>13%</td>
</tr>
</tbody>
</table>

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

Monthly Contributions
- Curr YR: $18,451
- Prior YR: $3,575

YTD Contributions
- Curr YR: $199,094
- Prior YR: $111,723

YTD Top Contribution Totals in 2020:
- Lakers Academic Fund: $80,763
- David Terry Occupational Scholarship: $50,474
- Gerstacker Fund: $30,000
- Lakers Leadership Fund: $9,054
- Lakers Athletic Fund & Other Athletics: $5,754
- Health Sciences Fund: $5,020
- Kathleen Kehoe Memorial Scholarship: $5,000
- Other Funds: $13,029
- YTD Total: $199,094
TO:        Board of Trustees
FROM:     Lori Fassett, Associate VP of Human Resources
SUBJECT:  Staffing Update, March 3, 2020 Board Meeting
DATE:     February 14, 2020

FULL-TIME NEW HIRES:
Erin Ellison – Mid Mentor  Effective: 01/20/2020
Erin is a graduate of Central Michigan University where she holds a BS in Business Administration and a Graduate Certificate in Human Resources Administration. She brings to Mid over 7 years of experience in higher education, working mainly in student services areas. Welcome to the Mid team Erin!

Eric Neubecker – Custodian 2nd Shift MP  Effective: 02/07/2020
Eric is a graduate of Beal City High School and brings to Mid over 6 years of custodial experience. Eric is joining our Mt. Pleasant custodial team! Welcome to the Mid team Eric!

NEW PART-TIME AND STUDENT EMPLOYEES:
Kimberly Goding – Adjunct Nursing (EDUStaff)  Effective: 01/20/2020
Michael Gorges – Temp. PT Custodian Harrison (EDUStaff)  Effective: 01/22/2020
Timothy Grams – Adjunct Communications (EDUStaff)  Effective: 01/23/2020
Andrew Hutchinson – Student Worker SI Leader  Effective: 01/20/2020
Bethany Jones – Student Worker SI Leader  Effective: 01/27/2020
Sovah Larryea – Work Study Bookstore  Effective: 12/06/2019
Adam Pung – Work Study Admissions  Effective: 01/20/2020
Rian VanBuskirk – Work Study Facilities MP  Effective: 01/27/2020
Henrique Andrade – Student Worker Facilities  Effective: 02/10/2020
David Clark – Work Study IT  Effective: 02/21/2020
Alex Cooper – Student Worker Tutor CADD  
Effective: 02/14/2020

Miranda Coon – Student Worker Tutor Science  
Effective: 01/27/2020

Angela Gesinski – Work Study Human Resources  
Effective: 02/05/2020

Sarah Jackson – Student Worker Tutor Math  
Effective: 02/03/2020

Ciara Johnson – Student Worker SI Leader  
Effective: 02/10/2020

Bethany Jones – Student Worker SI Leader  
Effective: 01/27/2020

Haley Marsh – Student Worker Tutor CADD  
Effective: 02/03/2020

Jason Robinson – Assistant Coach Bowling  
Effective: 01/31/2020

William Scott – Work Study IT  
Effective: 02/12/2020

Tay Stoddard – Student Worker Tutor Math  
Effective: 02/13/2020

Liz VanHorn – Student Worker SI Leader  
Effective: 02/10/2020

Sara Jamieson – Tutor Science (EDUStaff)  
Effective: 02/06/2020

**INTERNAL TRANSFERS:**

Kenny Smith  
From: Financial Aid Customer Service Assistant  
To: Financial Aid Analyst  
Effective: 01/02/2020

Mackenzie Cooper  
From: Enrollment Management Specialist  
To: Student Services Specialist  
Effective: 02/03/2020

Josh Moore  
From: Registration Clerk  
To: Student Services Specialist  
Effective: 02/03/2020

Sherry Simon  
From: Registration Clerk  
To: Student Services Specialist  
Effective: 02/03/2020

Sara Skornicka  
From: Financial Aid Customer Service Technician  
To: Student Services Specialist  
Effective: 02/03/2020
**SEPARATIONS:**

Lauren Lybeer – Student Worker Admissions  
Effective: 12/19/2019

Joe Dietsch – Work Study Facilities  
Effective: 02/03/2020

Sowah Laryea – Work Study Bookstore  
Effective: 01/21/2020

Mitchell Woolley – Online Learning Intern (EDUStaff)  
Effective: 12/13/2019

**VACANCIES:**

<table>
<thead>
<tr>
<th>Position</th>
<th>Details</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adjunct Computer-Aided Drafting (CAD), Mecosta-Osceola ISD (part-time)</td>
<td></td>
<td>Posted</td>
</tr>
<tr>
<td>Adjunct Computer-Aided Drafting (CAD) (part-time)</td>
<td></td>
<td>Posted</td>
</tr>
<tr>
<td>Adjunct English, Big Rapids (part-time)</td>
<td></td>
<td>Posted</td>
</tr>
<tr>
<td>Adjunct Math, Big Rapids (part-time)</td>
<td></td>
<td>Posted</td>
</tr>
<tr>
<td>Adjunct Math (part-time)</td>
<td></td>
<td>Posted</td>
</tr>
<tr>
<td>Adjunct MRI (Magnetic Resonance Imaging) (part-time)</td>
<td></td>
<td>Filled</td>
</tr>
<tr>
<td>Adjunct Nursing – General (part-time)</td>
<td></td>
<td>Filled</td>
</tr>
<tr>
<td>Adjunct Nursing – Family Centered (part-time)</td>
<td></td>
<td>Filled</td>
</tr>
<tr>
<td>Adjunct Political Science or History, Caro (part-time)</td>
<td></td>
<td>Posted</td>
</tr>
<tr>
<td>Adjunct Sociology, Big Rapids, Caro (part-time)</td>
<td></td>
<td>Posted</td>
</tr>
<tr>
<td>Adjunct Speech, Bad Axe, Big Rapids (part-time)</td>
<td></td>
<td>Posted</td>
</tr>
<tr>
<td>Adjunct Welding (part-time)</td>
<td></td>
<td>Posted</td>
</tr>
<tr>
<td>Anatomy/Physiology Faculty (full-time)</td>
<td></td>
<td>Interviewing</td>
</tr>
<tr>
<td>Assistant Coach Bowling (part-time)</td>
<td></td>
<td>Filled</td>
</tr>
</tbody>
</table>
Certified Nursing Aid (CNA) Instructor – Bad Axe (part-time)  
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)
Unfinished Business

Item V-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 Harrison Campus Renovations.

Recommendation:  
None, informational.
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: Alcohol Authorization for MCCB

Presenter: VP Jennifer Fager  Board Consideration: Information/Action

Mid is hosting the Michigan Community College Biologists (MCCB) Spring 2020 conference 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, and would prefer to keep it on Mid’s campus.

In accordance with Board Policy 304.01 Alcoholic Beverages- Alcoholic beverages may be allowed on campus with approval of the Board of Trustees.

Recommendation:

It is recommended that the Board approve the request to serve alcohol on the Mt. Pleasant campus during the MCCB Spring Conference on May 29th as presented.
<table>
<thead>
<tr>
<th>Friday May 29</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>5:30-6:00 pm</td>
<td>Check in</td>
</tr>
<tr>
<td>6:00-7:00</td>
<td>Dinner (pasta buffet)</td>
</tr>
<tr>
<td>7:00-8:00</td>
<td>Heather Wesp</td>
</tr>
<tr>
<td></td>
<td>&quot;There and Back Again - Travel Adventures in Australia and New Zealand&quot;</td>
</tr>
<tr>
<td>8:00-10:00</td>
<td>Social time</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Saturday May 30</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>6:00-8:00</td>
<td>Bird Walk w/ Ryan Dzedzic (meet at a local park)</td>
</tr>
<tr>
<td>8:00 8:20 am</td>
<td>Continental breakfast</td>
</tr>
<tr>
<td>8:20 - 8:30</td>
<td>Greeting from Mid VP of Academics Jennifer Fager</td>
</tr>
<tr>
<td>8:30-9:00</td>
<td>Mid campus tour</td>
</tr>
<tr>
<td></td>
<td>Photo Contest voting begins</td>
</tr>
<tr>
<td>9:00-10:30</td>
<td>Dr. Kevin Pangle (CMU) “Current Great Lakes research at CMU”</td>
</tr>
<tr>
<td>10:30-11:00</td>
<td>Break and Exhibitor time</td>
</tr>
<tr>
<td>11:00-11:50</td>
<td>Break out session 1</td>
</tr>
<tr>
<td></td>
<td>Leigh Kleinert (GRCC) - Round-table discussion on benefits of hosting a Community STEM event at your institution.</td>
</tr>
<tr>
<td></td>
<td>Dr. Matthew Badtke (JC) – “The Challenges of a Captive Audience - An introduction to the Jackson College Corrections Education Program (JCCEP)”</td>
</tr>
<tr>
<td>12:00-1:00</td>
<td>Lunch (taco bar) and membership meeting</td>
</tr>
<tr>
<td>1:00-2:30</td>
<td>Speaker to be determined, but preferred topic is “Effect of Climate Change on Zoonotic Diseases”</td>
</tr>
<tr>
<td>2:30-3:00</td>
<td>Break and exhibitor time</td>
</tr>
<tr>
<td></td>
<td>Photo Contest voting ends</td>
</tr>
<tr>
<td>3:00-3:50</td>
<td>Break out session 2</td>
</tr>
<tr>
<td></td>
<td>Trish Finerty and Dr. Anne Quinn (Mid) – Round-table discussion centered on issues related to adjunct faculty</td>
</tr>
<tr>
<td></td>
<td>Jeff Percha (Mid) – Round-table discussion on challenges associated with Dual-enrollment Programs.</td>
</tr>
<tr>
<td>4:00-4:15</td>
<td>Closing remarks, Photo Contest results, and drawing for door prizes</td>
</tr>
</tbody>
</table>
New Business

Item VI-C: BPO for Auxiliary Services

Presenter: VP Lillian Frick  
Board Consideration: Information/Action

The Campus Store has partnered with Redshelf to provide digital books for sale to students in the store and on the website. The large increase in digital book sales for both Inclusive Access (IA) and in the store means that the amount budgeted is not enough. The Campus Store needs to increase the allowed purchase amount of $20,000 to $70,000 for the remainder of the 19-20 budget year.

Note: the approval of this blanket purchase order does not require an increase in the 19-20 budget for Auxiliary Services. The vendor expenditures for textbooks from publishers has decreased this year.

Recommendation:

It is recommended that the Board approve the BPO request as presented.
New Business

Item VI-D: Revised 2020 Budget

Presenter: VP Lillian Frick

Board Consideration: Information/Action

Vice President Frick will be presenting the Board with a Revised 2020 Budget for approval.

Recommendation:
It is recommended that the Board approve the Revised 2020 Budget as presented.
# MID MICHIGAN COLLEGE
## General Fund Budget - PROPOSED ADJUSTED
### Fiscal Year Ending 6/30/20

<table>
<thead>
<tr>
<th>2019-20</th>
<th>Approved Budget</th>
<th>Adjusted Budget</th>
<th>Net Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OPERATING REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition &amp; Fees</td>
<td>$16,260,853</td>
<td>$17,036,861</td>
<td></td>
</tr>
<tr>
<td>Auxiliary Services</td>
<td>$1,446,377</td>
<td>$1,321,377</td>
<td></td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$170,000</td>
<td>$170,000</td>
<td></td>
</tr>
<tr>
<td><strong>Total operating revenue</strong></td>
<td>$17,877,230</td>
<td>$18,528,238</td>
<td>$651,008</td>
</tr>
<tr>
<td><strong>NON-OPERATING REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Appropriations</td>
<td>$5,265,772</td>
<td>$5,324,500</td>
<td></td>
</tr>
<tr>
<td>State Appropriations-UAAL</td>
<td>$1,407,813</td>
<td>$1,328,888</td>
<td></td>
</tr>
<tr>
<td>Property Taxes</td>
<td>$2,457,862</td>
<td>$2,462,446</td>
<td></td>
</tr>
<tr>
<td>PPT Refund</td>
<td></td>
<td>$46,000</td>
<td></td>
</tr>
<tr>
<td>Investment Income</td>
<td>$50,000</td>
<td>$200,000</td>
<td></td>
</tr>
<tr>
<td><strong>Total non-operating revenue</strong></td>
<td>$9,181,447</td>
<td>$9,361,834</td>
<td>$180,387</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td>$27,058,677</td>
<td>$27,890,072</td>
<td>$831,395</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2019-20</th>
<th>Approved Budget</th>
<th>Adjusted Budget</th>
<th>Net Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OPERATING EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>$9,335,071</td>
<td>$9,332,239</td>
<td></td>
</tr>
<tr>
<td>Information Tech</td>
<td>$814,997</td>
<td>$1,515,287</td>
<td></td>
</tr>
<tr>
<td>Public Service</td>
<td>$803,741</td>
<td>$796,975</td>
<td></td>
</tr>
<tr>
<td>Instructional Support</td>
<td>$2,172,661</td>
<td>$2,199,635</td>
<td></td>
</tr>
<tr>
<td>Student Services</td>
<td>$2,921,094</td>
<td>$2,947,402</td>
<td></td>
</tr>
<tr>
<td>Auxiliary</td>
<td>$1,511,410</td>
<td>$1,203,331</td>
<td>Adjusted to align projected inventory costs with adjusted sales projections</td>
</tr>
<tr>
<td>Institutional Admin</td>
<td>$3,846,940</td>
<td>$3,975,661</td>
<td></td>
</tr>
<tr>
<td>Physical Plant</td>
<td>$2,648,589</td>
<td>$2,631,013</td>
<td></td>
</tr>
<tr>
<td>MPSERS UAAL</td>
<td>$1,407,813</td>
<td>$1,328,888</td>
<td></td>
</tr>
<tr>
<td><strong>Total-Operating Expenses</strong></td>
<td>$25,462,316</td>
<td>$25,930,431</td>
<td>$468,115</td>
</tr>
<tr>
<td><strong>Contingencies</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Institutional-General</td>
<td>$400,000</td>
<td>$598,372</td>
<td></td>
</tr>
<tr>
<td>Institutional-Designated</td>
<td>$401,362</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instructional M&amp;R</td>
<td>$35,000</td>
<td>$35,000</td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal Contingencies</strong></td>
<td>$836,362</td>
<td>$633,372</td>
<td>$202,990</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$26,298,678</td>
<td>$26,563,802</td>
<td>$265,125</td>
</tr>
<tr>
<td><strong>Revenues over Expenses-Before Transfers</strong></td>
<td>$759,999</td>
<td>$1,326,270</td>
<td>$566,270</td>
</tr>
</tbody>
</table>

### TRANSFERS TO/(FROM) OTHER FUNDS:
- **Building & Site - Bond Debt Service** | $605,000 | $361,270 | Debt Service adjusted to actual based on new bond issue |
- **Building & Site - Planned Savings-general (3%)** | $- | $810,000 | Planned Savings restored - 3% |
- **Restricted Grant Match** | $155,000 | $155,000 | | |
| **Total transfers to other funds** | $760,000 | $1,326,270 | $566,270 |
| **Net Revenues over Expenses** | $(1) | 0 | 0 |

**Allowance for Depreciation** | $2,500,000 | $2,500,000 | Non-cash transaction has never been budgeted, but is a real expense. |
Item VI-E: Board of Trustees Meeting Schedule 2020-2021

Presenter: President Hammond  
Board Consideration: Information/Action

President Hammond will present the Board with a proposed schedule of meetings for 2020-2021 for their approval.

Recommendation:
It is recommended that the Board approve the schedule of meetings as presented.
Board of Trustees

2020 - 2021 Schedule of Meetings

Tuesday, June 23, 2020 - 6:00 PM - Special Meeting “Truth in Taxation”
*Community Room, Mt. Pleasant Campus

Tuesday, June 23, 2020 - 7:00 PM Regular Meeting - takes place of July meeting
*Community Room, Mt. Pleasant Campus

Tuesday, August 4, 2020 - 7:00 PM

Tuesday, September 1, 2020 - 7:00 PM

Tuesday, October 6, 2020 - 7:00 PM

Tuesday, November 3, 2020 - 7:00 PM

Tuesday, December 1, 2020 - 7:00 PM

Tuesday, January 5, 2021 - 7:00 PM

Tuesday, February 2, 2021 - 7:00 PM

Tuesday, March 2, 2021 - 7:00 PM

Tuesday, April 6, 2021 - 7:00 PM

Tuesday, May 4, 2021 - 7:00 PM

Tuesday, June 1, 2021- 7:00 PM

*All meetings will be held in the Esther C. Conference Room on the Harrison Campus, unless otherwise noted.

NOTE: The Mid Michigan College Board of Trustees will hold a Dinner and Workshop at 6:00 PM at the location stated prior to the meeting.

Harrison Campus: 1375 S. Clare Avenue * Harrison, MI 48625 * (989) 386-6622
Mt. Pleasant Campus: 2600 S. Summerton Road * Mt. Pleasant, MI 48858 * (989) 773-6622
www.midmich.edu
New Business

Item VI-F: NC3 Snap-On Electronic Torque Certification Kit Purchase

Presenter: Dean Shawn Troy  
Board Consideration: Information/Action

Dean Shawn Troy will present a request to purchase a NC3 Snap-On Torque Kit which will be utilized by the Automotive & Diesel Service program, in addition to Mid’s AIM program. The unit will allow the college to issue 4 different NC3 industry recognized Electronic Torque Certifications.

The total amount for this request is $45,605.65 and would be funded out of Perkins funds.

Recommendation:
It is recommended that the Board approve the purchase in the amount of $45,605.65 as presented.
MECHANICAL AND ELECTRONIC TORQUE CERTIFICATION

The Snap-on Mechanical and Electronic Torque Certification is awarded to students who successfully achieve proficiency in the use of torque tools. In-depth knowledge of torque theory, and experience in wrench selection and torque application form TOOLS FOR LIFE that enable technicians to be productive, efficient, and safe when using torque instruments in a wide variety of industries.

Whether just starting out, or a veteran of the shop, a working knowledge of torque theory and application is a fundamental requirement for any engineering, maintenance service or repair position. As the leader in torque instruments, Snap-on developed a certification course that includes hands-on classroom training and advanced lab exercises.

This certification provides a widely recognized endorsement of technical expertise and demonstrated achievement. Students who successfully complete the course obtain the training and professionalism required to be safe, accurate, and proficient on the job.

COURSE CONTENT INCLUDES:

- Tool safety
  - Hand tools
  - Electrical tools
- Principles of fasteners
- Understanding torque theory
  - Mechanical instruments
  - Electronic instruments
- Hands-on operation of torque tools

BUILDING TOOLS FOR LIFE

Snap-on S-Tech certifications provide a return on technical education investment through hands-on training and state of the art tools and equipment. The Snap-on Mechanical and Electronic Torque Certification connects directly to the following academic subject areas:

- Auto Collision Repair & Refinishing
- Carpentry
- Industrial Maintenance
- Machine Tool & Die
- Automotive Maintenance Technology
- Electromechanical
- Machine Tool Operation
- Mechanical Design Technology
- Agribusiness & Science Technology
- Nuclear Technology
- Wind Energy Technology

Students earn Snap-on S-Tech certifications as proof of achievement. These NC3-backed, stackable credentials increase employment potential and on-the-job productivity in industries such as:

- Automotive
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- Electrical
- Energy
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- General Repair
- HVAC
- Manufacturing
- Mass Transit
- Mechanical
- Mechatronics
- PC Repair
- Robotics

For more information and to find the certification school nearest you, please visit www.education.snapon.com, or email: education@snapon.com.

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Snap-on certifications are compatible with other industry recognized certifications. Certifications are developed and administered with NC3 (National Coalition of Certification Centers).

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Sub Total  $45,605.65  
Freight  $0.00  
Tax Total  $0.00  
Total  $45,605.65

Tax and freight shown are estimates. Applicable tax and freight will be charged to the Customers account.  
The sale of product is subject to Snap-on Industrial’s standard terms and conditions of sale. Placement of an order is Customer’s assent to these terms and conditions and Snap-on hereby objects to any additional and/or different terms which may be contained in any Customer forms or other documents. No such additional terms will be of any force or effect. The sale of product is subject to Customer meeting Snap-on Industrial’s credit approvals. Financing through Snap-on Credit LLC is available on most purchases. Ask your Sales Rep for more information.  
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New Business

Item VI-G: Financial Ratios

Presenter: VP Lillian Frick

Board Consideration: Information

Vice President of Finance and Facilities Lillian Frick will present the Board with financial ratios. The Higher Learning Commission requires the college to annually report on four key ratios: Primary Reserve Ratio, Net Operating Ratio, Return on Net Asset Ratio, and Viability Ratio. Since these ratios are most valuable when considering trend data, the results for the most recent eight years were included for your review.

Recommendation:
None, informational
MID MICHIGAN COLLEGE
FINANCIAL RATIOS

PRIMARY RESERVE RATIO

The Primary Reserve Ratio measures the financial strength of the institution for CURRENT YEAR (change in net assets/BOY net assets)

- compares expendable net assets to total expenses
- provides a snapshot of financial strength and flexibility
- indicates how long the institution could function using its expendable reserves

Trend analysis indicates whether an institution has increased its net worth in proportion to the rate of the growth in its operating size.

A ratio of .40 or better is advisable and indicates ability to operate for approximately 40% of the year, or 5 months. Mid Michigan’s ratio has been increasing over the past 6 years and is .39. This indicates we could operate for roughly 5 months general fund reserves.

NET OPERATING REVENUE RATIO

Measures CY profitability. Non-profit entities, such as private and public colleges, must, at a minimum, break-even or generate surpluses over time in order to remain financially viable. Significant or continued operating losses impair the ability of an institution to continue operations.

Positive ratio is good, negative is bad. Deficits or losses are usually a warning sign that major program or operational adjustments should be considered.
MID MICHIGAN COLLEGE
FINANCIAL RATIOS

RETURN ON NET ASSET RATIO

- Measures whether or not the institution's resources are growing.
- Change in net assets/BOY net assets
- Better applied over an extended period - trend data
- Establishing fixed nominal return targets is not possible - will vary by institution

A Return on Net Assets Ratio determines whether the institution performed better than in previous years by measuring total economic return. A decline in this ratio may be appropriate and even warranted if it reflects a strategy to better fulfill the institution's mission. An improving trend in this ratio indicates that the institution is increasing its net assets and is likely to be able to set aside financial resources to strengthen its future financial flexibility.

The negative direction of this ratio is due largely to the impact of GASB 68 (MPSERS Pension Liability) and GASB 75 (OPEB Liability).

![Return on Net Assets Ratio Chart](chart1.png)

VIABILITY RATIO

The Viability Ratio measures the availability of expendable net assets to cover debt. A ratio in the range of 1.25 to 2.0 indicates a strong creditworthy institution.

Mid Michigan’s trend shows viability increasing as long term debt decreases. Balance on Doan bonds is down from $5.5 MM to $.57MM. However, the 2020 Bond Issue will negatively impact this ratio in future years.

![Viability Ratio Chart](chart2.png)
New Business

Item VI-H: Presidential Candidate Semi Finalist Selection

Presenter: Pauly Group

Angela Provart, President of the Pauly Group will be presenting the selection of candidates for Semi Finalist from the Presidential Search Committee for Board approval.

Recommendation:
The Board will need to review and approve candidates for semi finalist zoom interviews taking place on March 23-25.
Board Comments

Item VII-A: Calendar of Events

Presenter: Board Chair Jacobson  
Board Consideration: Information

- **Mar 4-6**: AFIT CEO Forums & Representatives Meeting, Denver CO
- **Mar 9**: Phi Theta Kappa Awards Luncheon, Kellogg Center Ten A, East Lansing
- **Mar 19-20**: Spring Board of Directors Meeting, Lake Michigan College, Benton Harbor
- **Mar 28-31**: AACC Annual Convention, National Harbor, MD
- **Apr 2-5**: PTK Catalyst, Grapevine TX
- **Apr 7**: Board of Trustees Meeting, Harrison Campus
- **Apr 16**: Community College Day, Capitol Building, Lansing
- **Apr 19**: A Northern Tradition, Jay’s Sporting Goods, Clare
- **Apr 17-21**: Higher Learning Commission Annual Conference, TBD
- **May 5**: Board of Trustees Meeting, Harrison Campus
- **May 7**: Honors Convocation, 7:00 -8:30 PM, Community Room, Mt. Pleasant Campus
- **May 8**: Nursing Pinning Ceremony, 6:00 PM, Community Room, Mt. Pleasant Campus
- **May 9**: Commencement, 11:00 AM, Clare High School
- **May 14-15**: MCCA President’s Meeting, Lansing
- **June 2**: Board of Trustees Meeting, Harrison Campus

**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.