MID MICHIGAN COLLEGE
Board of Trustees Workshop and Regular Meeting
Harrison, MI 48625 and Mt. Pleasant, MI 48858
June 7, 2022
6:00 PM Workshop
7:00 PM Meeting
Esther C. Conference Room, Harrison Campus

Workshop Presentation
Phi Theta Kappa (PTK) awards presentation and introduction of new officers.

Board of Trustees Meeting Agenda

APPROVAL OF AGENDA
Item II, Approval of Agenda
Presenter: Board Chair Petrongelli
Board Consideration: Action

Item III, Public Comment
Presenter: Board Chair Petrongelli
Board Consideration: Information

APPROVAL OF CONSENT ITEMS
Item IV, Approval of Consent Items
Presenter: Board Chair Petrongelli
Board Consideration: Action

UNFINISHED BUSINESS
Item V-A: Potential Agenda Policy Change
Presenter: Board Chair Petrongelli
Board Consideration: Information

NEW BUSINESS
Item VI-A: Correspondence and Announcements
Presenter: President Hood
Board Consideration: Information

Item VI-B: Risk Management Update
Presenter: Lillian Frick
Board Consideration: Information

Item VI-C: MCCA Board of Directors Designation
Presenter: Board Chair Petrongelli
Board Consideration: Information/Action

Item VI-D: Potential Budgeting Policy Change
Presenter: Lillian Frick
Board Consideration: Information

BOARD COMMENTS
Item VII-A: Calendar of Events
Presenter: Board Chair Petrongelli
Board Consideration: Information

Item VII-B: Board Comments- Other Business
Presenter: Board Chair Petrongelli
Board Consideration: Information
Approval of Agenda

Item II, Approval of Agenda

Presenter: Board Chair Petrongelli      Board Consideration: Action

President's Recommendation:
Motion to approve the agenda as presented.

Approval of Agenda.
Approval of Agenda

Item III, Public Comment

Presenter: Board Chair Petrongelli

Board Consideration: Information

President's Recommendation:
None, informational.

The Board will allow public comment at this time.
Approval of Consent Items

Item IV, Approval of Consent Items

Presenter: Board Chair Petrongelli  
Board Consideration: Action

President’s Recommendation:
Motion to approve the consent items as presented.

A. Minutes- May 3, 2022 Regular Meeting
B. Monthly Financial Report:
   4. Gifts and Donations: Donations totaling $13,567 were received for the Mid Foundation in April 2022.
Mid Michigan College Board of Trustees Regular Meeting

May 3, 2022 – page 1
The meeting took place in the Esther C. Conference Room, Harrison Campus.

Present: Terry Petrongelli, Board Chair; Michael Jankoviak, Vice Chair; Richard S. Allen Jr., Secretary; Thomas W. Metzger, Treasurer; George Gilmore, Trustee; Jane Zdrojewski, Trustee; Onita Oles, Trustee

Absent: All Trustees Present

Agenda Item I: CALL TO ORDER

Board Chair Terry Petrongelli called the meeting to order at 7:33 PM.

Agenda Item II: APPROVAL OF AGENDA

Motion by Trustee Zdrojewski to approve the agenda. Second by Trustee Oles. All Ayes; Motion Carried.

Agenda Item III: PUBLIC COMMENT

Board Chair Petrongelli asked for public comment, no one wished to comment.

Agenda Item IV: APPROVAL OF CONSENT ITEMS

Motion by Trustee Metzger to approve the consent items as presented. Second by Trustee Jankoviak. A voice vote showed All Ayes from the Trustees; Motion Carried.

Agenda Item V-A: PUBLIC PARTICIPATION POLICY

Board Chair Petrongelli presented the second reading regarding changes to Board policy 202.08 as presented in the Board packet.

Motion by Trustee Jankoviak to approve changes to Board policy 202.08 as presented. Second by Trustee Metzger. A voice vote showed All Ayes from the Trustees; Motion Carried.

Agenda Item V-B: ATHLETIC COMPLEX UPDATE

Vice President of Student Services Matt Miller presented the latest plans for the potential athletic complex on the Mt. Pleasant campus. President Hood gave an overview of changes in the plans. Director of Facilities Joe Myers presented the idea of adding salt barn updates to this project. Dean of Career and Workforce Education Shawn Troy presented potential ideas for better use of the Morey Tech Center, with facilities freeing up space if a new building was constructed for their specific use. Executive Director of the Mid Foundation Tom Olver gave an overview of the fundraising opportunities for this project.
Mid Michigan College Board of Trustees Regular Meeting

May 3, 2022 – page 2

Agenda Item VI-A: CORRESPONDENCE AND ANNOUNCEMENTS

President Hood gave an update on commencement activities, the summer schedule that will be effective on May 9, 2022, Leadercast taking place on May 4, 2022, an upcoming Community After Hours event in Harrison at the Carriage Inn on May 25, 2022, and a video project for Memorial Day weekend.

He also recapped the TRIO graduation event and thanked everyone that worked on and attended the Student Showcase events on both campuses.

Agenda Item VI-B: ACCEPTANCE OF FOUNDATION GIFTS/NAMING OPPORTUNITIES

Executive Director of the Mid Foundation Tom Olver presented the Board with two naming opportunities. Ray and Terry Horrocks would like to dedicate a classroom at the Mt. Pleasant campus (CLAB 261) in honor of Luzdelys “Lucy” Andarcia. Letherer Truss, Inc. would like to sponsor a classroom at the Harrison Campus (HA 248).

Motion by Trustee Zdrojewski to accept the gifts from the Foundation and approve the naming opportunities as presented. Second by Trustee Jankoviak. A voice vote showed All Ayes from the Trustees; Motion Carried.

Agenda Item VI-C: MID FOUNDATION BOARD OF DIRECTORS APPOINTMENTS

Executive Director of the Mid Foundation Tom Olver presented a request for approval of three year term appointments to the Mid Michigan College Foundation Board of Directors, effective May 12, 2022 through 2025 for Christopher N. Moltrup, Lois J. Pittsley and Dana M. Thering. The college would like to thank Ray Stover, Brock Dennings and Mike Shea for their service to Mid as they depart the Foundation Board.

Motion by Trustee Metzger to approve the appointments for the Foundation Board of Directors as presented. Second by Trustee Oles. A voice vote showed All Ayes from the Trustees; Motion Carried.

Agenda Item VI-D: ENROLLMENT REPORT

Vice President of Student Services Matt Miller presented the latest enrollment report for the Summer session.

Agenda Item VI-E: ELLUCIAN SOFTWARE MAINTENANCE RENEWAL

Director of Information Technology Kirk Lehr presented a request for the approval of the annual Ellucian Software Maintenance Agreement in the amount of $253,414.00. Funds for this purchase will be utilized from the Institutional Technology Fund.
Mid Michigan College Board of Trustees Regular Meeting

May 3, 2022 – page 3

Motion by Trustee Zdrojewski to approve the annual Ellucian Software Maintenance Agreement in the amount of $253,414.00. Second by Trustee Metzger. Trustee Allen suggested asking for a reduced percentage increase each year. A voice vote showed All Ayes from the Trustees; Motion Carried.

Agenda Item VI-F: CURRICULUM CHANGES

Vice President of Academic Affairs and Community Outreach Scott Mertes presented a request to approve the 2021-2022 curriculum changes as presented in the Board packet.

Motion by Trustee Jankoviak to approve the 21-22 curriculum changes as presented. Second by Trustee Zdrojewski. A voice vote showed All Ayes from the Trustees; Motion Carried.

Agenda Item VI-G: PRESIDENTIAL EVALUATION APPROVAL

Board Chair Petrongelli presented the Board with an opportunity to finalize the Presidential evaluation questions that will be sent in a survey format and the process for conducting those surveys.

Motion by Trustee Metzger to approve the presidential evaluation questions, the list of community stakeholders, setting the closed session presidential evaluation date for June 21, 2022 and allowing the Executive Assistant to the President and Board of Trustees to proceed with the evaluation. Second by Trustee Zdrojewski. A voice vote showed All Ayes from the Trustees; Motion Carried.

Agenda Item VI-H: POTENTIAL POLICY CHANGE

Trustee Richard Allen suggested tabling this until the June 7, 2022 meeting. The Board approved this request.

Agenda Item VII-A: CALENDAR OF EVENTS

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>May 5</td>
<td>Honors Convocation, 5:30 PM, Community Room, Mt. Pleasant Campus</td>
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<tr>
<td>May 6</td>
<td>Nursing Pinning Ceremony, 5:00 PM, Community Room, Mt. Pleasant Campus</td>
</tr>
<tr>
<td>May 7</td>
<td>Commencement, 11:00 AM, Clare High School</td>
</tr>
<tr>
<td>June 5</td>
<td>Mid Foundation 35th Anniversary Event, 1:05 PM Game Time, Dow Diamond</td>
</tr>
<tr>
<td>June 7</td>
<td>Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus</td>
</tr>
</tbody>
</table>
Mid Michigan College Board of Trustees Regular Meeting

May 3, 2022 – page 4

June 21   Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus

July 27-29 MCCA Summer Conference, Grand Traverse Resort and Spa

Aug 2     Board of Trustees Meeting, Community Room, Mt. Pleasant Campus

Agenda Item VII-B: OTHER BUSINESS

Trustee Gilmore questioned expenses regarding the Pickard Building elevator and asked to see the totals that were paid to both companies.

Trustee Jankoviak spoke about the wonderful projects at the Student Showcase and gave kudos to the faculty for shepherding those projects. He also found the Trustee Tours to be very helpful and informative.

Trustee Zrwojewski gave kudos to Amy Dykhouse, Ron Holmes and Eric Wittig based on several of the student comments she heard at the Student Showcase. She also mentioned the competitive advantage that our programs have by drawing students from great distances.

Trustee Allen said that he felt the Trustee Tours were top notch and was extremely impressed by our faculty. He really enjoyed the ice cream machine and being able to take part in the x-ray process.

Trustee Metzger gave kudos to Tom Olver and the Foundation for their work on A Northern Tradition.

Board Chair Petrongelli stated great things about the Student Showcase and Trustee Tours. She also stated that with past Trustee Kreckman’s departure there is an opening on the TRIO Advisory Board. She suggested that Trustee Oles would be a great fit for that position and the Board agreed.

Meeting adjourned at 9:02 PM
Recording Secretary,
Amy Lince
Executive Assistant to the President and Board of Trustees

Terry Petrongelli, Board Chair                     Richard S. Allen, Jr., Board Secretary
GENERAL FUND REVENUE:

- 2021-22 enrollment reports show the following changes in billable tuition hours from 2020-21 levels: Fall 2021 2.68% decrease; Winter 2022 0.2% decrease. Summer 2022 registration is in process and will continue through May 24, 2022. The resulting total revenue represents 97% of the annual budget for the 2021-22 tuition and fees revenue.
- State appropriations revenue for 2021-22 was booked in October at $5,454,700. Additional state appropriations of $1,467,483 were allocated to Mid for the UAAL funding and also booked as receivable in October. In addition, we have received a total of $341,626 in offsetting MPSERS revenue, not forecasted in the State appropriations budget.
- Property tax revenue of $4,017,698 was levied and booked as revenue in December 2021, 58% higher than prior year due to the annexation of Mt. Pleasant school district.

GENERAL FUND EXPENSES:

- Departmental expenses are in line with 84% of the annual budget, with the exception of:
  - Information Technology expended only 75% due in part to budgeted technology expenses (Zoom, Adobe, etc.) charged to CARES grant funding.
  - Public Service expended only 73% due to various technical courses that were planned but did not take place.
  - Student Services expended 74%, due mainly to various institutional scholarships that will be expensed after the conclusion of Winter term.

GENERAL FUND REVENUE OVER EXPENSES:

- The total increase in net assets as of April 30, 2022 is $3.4 million. A portion of this excess will help fund the balance of the 2021-22 fiscal year.

BALANCE SHEET:

- The cash balance decreased $1.9 million from March 31, 2022 to fund operations during the month of April.
- The state appropriations receivable of $2,495,916 represents the remaining 4 monthly payments of 2021-22 general and UAAL state appropriations.
- Student receivables increased $2 million due to 2022 Summer and 2022 Fall term registration activity in April.
• The prepaid expense balance of $278,249 represents a few multi-year prepaid items, prepaid HSA benefits that will be earned by employees during the next fiscal year, and other prepaid 2021-22 expenses.
• The balance due to other funds of $2.8 million can be broken down as follows:
  o $875,000 due to the designated student activities fund
  o $2.7 million due to the auxiliary services for sales
  o $545,000 due from the scholarship and grant fund
  o $4 million due from the federal restricted fund for student financial aid funds disbursed to the student accounts (will be drawn down in May)
  o $745,000 due from the restricted grant fund
  o $4.8 million due to building and site for current and future college needs
  o $287,500 due from the Foundation for AP payments
• The $2 million in accrued payroll and other compensation includes expenses incurred but not paid as follows:
  o Accrued salary, wages and vacation of $240,000
  o FICA, Federal and State withholding of $68,000
  o MPSERS/ORP/UAAL payable of $516,000
  o Employee health and dental insurances payable of $229,000
  o Unemployment and workers’ compensation insurances payable of $9,800
  o Deferred faculty pay $890,000
  o Miscellaneous payroll deductions
• A significant portion of the preliminary Unreserved Net Assets of $8.5 million represents funds set aside by the Board of Trustees to fund current and future college expansion needs.

**AUXILIARY FUNDS:**
• Total bookstore revenue is at 100% of the adjusted budget. Laker Café revenue is at 140% of its adjusted budget, as it remained in service after the BNC transition.
• Total expenses, at 114% of the anticipated budget, represent operational costs for the months of July through April.
• The excess expense over revenue to date is $82,366.
## Balance Sheet

### MID MICHIGAN COLLEGE

**Balance Sheet**

**April 30, 2022**

### Assets

**Current Assets:**

- Cash and cash equivalents: $14,916,921
- Short-term investments: $614,243
- Property taxes receivable: $388,704
- State appropriations receivable: $2,495,916
- Student receivables: $3,405,969
- Other receivables: $7,316
- Prepaid expenses and other assets: $278,249
- Due from (due to) other funds: $(2,821,475)

**Total current assets:** $19,285,842

**Total assets:** $19,285,842

### Liabilities and Net Assets

**Liabilities:**

- Accounts payable: $7,688
- Accrued payroll and other compensation: $1,976,721
- Deferred revenue: $1,879,543

**Total liabilities:** $3,860,570

**Net assets:**

- Reserved for:
  - Technology: $1,398,422
  - Program development: $863,655
  - Retirement incentives: $200,000
  - Self-funded healthcare reserve: $1,042,948
  - Unreserved: $8,487,206
  - Current year excess revenue over/(under) expenditures: $3,433,041

**Total net assets:** $15,425,272

**Total liabilities and net assets:** $19,285,842
MID MICHIGAN COLLEGE
STATEMENT OF REVENUES, EXPENSES
For the ten months ended April 30, 2022

<table>
<thead>
<tr>
<th>OPERATING REVENUES:</th>
<th>Current Fiscal Year</th>
<th>Prior Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Amount</td>
<td>% of Budget</td>
</tr>
<tr>
<td>Tuition and fees</td>
<td>$13,728,268</td>
<td>97%</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$28,029</td>
<td>24%</td>
</tr>
<tr>
<td>Total operating revenues</td>
<td>$13,756,297</td>
<td>97%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENSES:</th>
<th>Current Fiscal Year</th>
<th>Prior Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating expenses:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>$9,760,259</td>
<td>91%</td>
</tr>
<tr>
<td>Information technology</td>
<td>$1,287,752</td>
<td>75%</td>
</tr>
<tr>
<td>Public service</td>
<td>$601,742</td>
<td>73%</td>
</tr>
<tr>
<td>Instructional support</td>
<td>$1,348,955</td>
<td>83%</td>
</tr>
<tr>
<td>Student services</td>
<td>$2,072,882</td>
<td>74%</td>
</tr>
<tr>
<td>Institutional administration</td>
<td>$4,130,456</td>
<td>87%</td>
</tr>
<tr>
<td>Operation and maintenance of plant</td>
<td>$1,872,199</td>
<td>86%</td>
</tr>
<tr>
<td>Total operating expenses</td>
<td>$21,074,244</td>
<td>86%</td>
</tr>
</tbody>
</table>

Operating income/(loss) | $(7,317,947) | $ (4,681,134)

<table>
<thead>
<tr>
<th>NON-OPERATING REVENUES:</th>
<th>Current Fiscal Year</th>
<th>Prior Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>State appropriations</td>
<td>$5,796,326</td>
<td>106%</td>
</tr>
<tr>
<td>UAAL</td>
<td>$1,467,483</td>
<td>110%</td>
</tr>
<tr>
<td>Property tax levy</td>
<td>$4,017,741</td>
<td>100%</td>
</tr>
<tr>
<td>Investment income</td>
<td>$8,614</td>
<td>17%</td>
</tr>
<tr>
<td>Unrealized gain (loss) on investments</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>Gifts</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$108,584</td>
<td></td>
</tr>
<tr>
<td>Total Non-operating revenues</td>
<td>$11,398,749</td>
<td>105%</td>
</tr>
</tbody>
</table>

Revenues over/(under) expenses | $4,080,802 | $4,995,064

<table>
<thead>
<tr>
<th>Inter Funds Transfers</th>
<th>Current Fiscal Year</th>
<th>Prior Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planned Savings (Building &amp; Site)</td>
<td>$524,999</td>
<td>75%</td>
</tr>
<tr>
<td>Bond Debt Service (Building &amp; Site)</td>
<td>$122,008</td>
<td>27%</td>
</tr>
<tr>
<td>Restricted Grant Match</td>
<td>$754</td>
<td>0%</td>
</tr>
<tr>
<td>Foundation Transfer</td>
<td>$ -</td>
<td>0%</td>
</tr>
<tr>
<td>Total Inter Funds Transfers</td>
<td>$647,761</td>
<td></td>
</tr>
</tbody>
</table>

Net increase (decrease) in Net Assets | $3,433,041 | $4,989,688
<table>
<thead>
<tr>
<th></th>
<th>Current Fiscal Year</th>
<th></th>
<th></th>
<th>Prior Fiscal Year</th>
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<tbody>
<tr>
<td></td>
<td>Amount</td>
<td>% of</td>
<td>Amount</td>
<td>% of</td>
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<tr>
<td></td>
<td></td>
<td>Budget</td>
<td></td>
<td>Budget</td>
<td></td>
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<tr>
<td>REVENUE:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bookstore</td>
<td>$ 480,148</td>
<td>98%</td>
<td>$ 946,048</td>
<td>101%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Laker Café*</td>
<td>$ 32,241</td>
<td>140%</td>
<td>$ 21,254</td>
<td>49%</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$ 512,390</td>
<td>100%</td>
<td>$ 967,302</td>
<td>98%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EXPENSES:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bookstore</td>
<td>$ 484,495</td>
<td>114%</td>
<td>$ 811,910</td>
<td>93%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Laker Café*</td>
<td>$ 36,375</td>
<td>136%</td>
<td>$ 22,844</td>
<td>52%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Auxiliary Services</td>
<td>$ 73,886</td>
<td>104%</td>
<td>$ 112,114</td>
<td>87%</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$ 594,755</td>
<td>114%</td>
<td>$ 946,869</td>
<td>91%</td>
<td></td>
<td></td>
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<tr>
<td>EXCESS REVENUE OVER</td>
<td>$ (82,366)</td>
<td></td>
<td>$ 20,433</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EXPENSES</td>
<td>-16%</td>
<td></td>
<td>2%</td>
<td></td>
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</tr>
</tbody>
</table>
Mid Michigan College
Contributions
April 2022

YTD Top Contribution Totals in 2022:

<table>
<thead>
<tr>
<th>Monthly Contributions</th>
<th>Curr YR</th>
<th>Prior YR</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$13,567</td>
<td>$14,305</td>
</tr>
</tbody>
</table>

| YTD Contributions | $224,021 | $191,882 |

General Fund-Unrestricted $42,387
Jim & Linda Bosink Scholarship $40,000
Gerstacker Fund $30,000
Suresh Family Scholarship $25,000
Lakers Athletic and other Athletic Funds $16,268
Lakers Academic Fund $14,846
Hunting and Angling Scholars Program $10,738
Kathleen Kehoe Memorial Scholarship $9,000
Lakers Leadership Fund $7,479
Bicknell Scholarship $5,500
Rich Smith Memorial Student Emergency Fund $5,000

Other Funds $17,803
YTD Total $224,021
TO: Board of Trustees
FROM: Lori Fassett, Associate VP of Human Resources
SUBJECT: Staffing Update, June 7, 2022 Board Meeting
DATE: May 19, 2022

FULL-TIME NEW HIRES:
N/A

NEW PART-TIME AND STUDENT EMPLOYEES:
Cheryl Barden – Lifelong Learning Instructor ASL (Edustaff) Effective: 04/19/2022
Teddy Rodriguez – Adjunct AIM (Edustaff) Effective: 04/11/2022
Bret Straffon – Head Coach Bass Fishing Effective: 05/09/2022

INTERNAL TRANSFERS:
N/A

SEPARATIONS:
Holly Lavely – Student Worker Admissions Effective: 04/12/2022
Vincent Aldrich – Student Worker Tutoring Effective: 05/11/2022
Ryan Beltink – Student Worker Tutor Effective: 05/11/2022
Joshua Bosley – Student Worker Admissions Effective: 04/29/2022
Thomas Brake – Adjunct Instructor Automotive Effective: 12/18/2021
Amber Breault – Federal Work Study Internship Effective: 05/09/2022
Hanna Denslow – Student Worker Human Resources  Effective: 05/11/2022
Alexis DeYoung – Student Worker Tutor  Effective: 05/11/2022
Devin Dysinger – Student Worker Tutor  Effective: 05/11/2022
Bryce Loomis – Student Worker Tutor  Effective: 05/11/2022
Kyle Loomis – Student Worker Tutor  Effective: 05/11/2022
Emily O’Rourke – Student Worker Library  Effective: 05/13/2022
Hunter Raymond – Student Worker Tutor  Effective: 05/11/2022
Aaron Rothe – Student Worker Tutor  Effective: 05/11/2022
Joseph Schreiber – Student Worker Library  Effective: 05/11/2022

VACANCIES:
Adjunct Advanced Manufacturing & Robotics (part-time)  Posted
Adjunct Automotive & Diesel Service (part-time)  Posted
Adjunct Biology (part-time)  Posted
Adjunct Computer Aided Drafting (CAD) (part-time)  Posted
Adjunct Communication – various locations (part-time)  Posted
Adjunct Computer Information Systems (CIS) (part-time)  Posted
Adjunct English – various locations (part-time)  Posted
Adjunct Hunting & Angling (part-time)  Posted
Adjunct Math – Huron ISD (part-time)  Posted
Adjunct Nursing – General (part-time)  Posted
Adjunct Physics/Physical Science (part-time) Posted
Adjunct Psychology- various locations (part-time) Posted
Adjunct Welding (part-time) Interviewing
Automotive Lab Technician (part-time) Posted
Director of Counseling and Wellness Services (full-time) Posted
ETS Academic Coordinator (part-time) Interviewing
Head Coach – Bass Fishing (part-time) Filled
Head Coach Cross Country (part-time) Posted
Head Coach Esports (part-time) Posted
Hospitality Assistant (part-time) Posted
Phlebotomy Instructor (part-time) Posted
Psychology Faculty (full-time) Posted
Registrar (full-time) Interviewing
Unfinished Business

Item V-A: Potential Agenda Policy Change

Presenter: Board Chair Petrongelli  
Board Consideration: Information

President's Recommendation:
None, informational.

This item was tabled at the May 3, 2022 Board Meeting until the June 7, 2022 Meeting. Board Chair Petrongelli will be presenting modifications to Board Policy 202.03 as prepared by Trustee Richard Allen, for discussion.
Modifications to Board Policy 202.03 Notice and Agenda

This is a suggested change to the way the monthly agenda for Board meetings at MMC is prepared. It will allow each Board Member an opportunity to place on the agenda concerns, proposals, motions, and items that they believe are worthy of discussion and consideration even though they do not rise to the level of a formal motion.

A written notice announcing each regular meeting date shall be forwarded to each Trustee at least 5 business days prior to the meeting. Accompanying the notice shall be the minutes of the previous meeting and the agenda for the scheduled meeting, prepared and approved by the Agenda Committee.

Any Trustee, any interested citizen or any employee of the College may request in writing, Agenda items to be recognized by the Board of Trustees at the next Board meeting. The Requests must be made by submitting it to the Executive Assistant to the Board at least 10 days prior to the scheduled Board meeting.

The Executive Secretary will notify the Agenda Committee of the requested addition. The Committee shall consist of the President of Mid Mich College, The Chairperson of the Board, and a Trustee chosen in rotation from the Board for that month. If the Committee agrees, the item will be placed on the agenda for approval or disapproval the same as any other agenda item.

Items submitted to the Agenda Committee will be approved or disapproved by the Committee in any way they deem appropriate. Failure for an item to be added to a particular agenda shall not prevent it from being resubmitted for subsequent meetings.

Submissions may be submitted as formal motions, discussion topics, or proposals for consideration by the Board. Items submitted for discussion or consideration may, in the discretion of the Board Chair, be modified and treated as motions.
202.03 Notice and Agenda

[LAST APPROVED June 2018]

A written notice announcing each regular meeting date shall be forwarded to each Trustee at least three business days prior to the meeting. Accompanying the notice shall be the minutes of the previous meeting and the agenda for the scheduled meeting, prepared by the College President.

Any Trustee, any interested citizen or any employee of the College may request, in writing, agenda items to be recognized by the Board of Trustees at the next official Board meeting. The request must be made through the Office of the President seven calendar days prior to the scheduled meeting time.

The order of business at each official meeting of the Board of Trustees shall be determined by the approval of agenda items as an order of business.
New Business

Item VI-A: Correspondence and Announcements

Presenter: President Hood

Board Consideration: Information

President’s Recommendation:

None, informational.

Announcements may be made at this time.
New Business

Item VI-B: Risk Management Update

Presenter: Lillian Frick  
Board Consideration: Information

President's Recommendation:
None, informational.

The Michigan Community College Risk Management Authority (MCCRMA) was created to provide risk financing and risk management services to eligible Michigan community colleges. Currently nineteen of Michigan's 28 community colleges are members of this group.

Mid Michigan's insurance premiums for the 2022-23 fiscal year are $148,130. This represents a decrease in premium costs from 2021-22 of $2,361 or 1.57%, due to the sale of the Pickard building. The overall average cost increase for the group was 8.47%, due to the current hard reinsurance market.

The increase in premiums over the past 10 years for MCCRMA members has averaged less than 2% per year, but this trend is increasing given the increase in natural disasters and cyber security risks. The MCCRMA diligently works to minimize claims and subsequent costs to member colleges through continual educational opportunities and collaborative services.

As of March 31, 2022 the Colleges Member Funds on Deposit and Reserves was $1,333,587.
New Business

Item VI-C: MCCA Board of Directors Designation

Presenter: Board Chair Petrongelli

Board Consideration: Information/Action

President’s Recommendation:
Motion to approve a trustee designee of the Board’s choosing to serve on the Board of Directors for the Michigan Community College Association (MCCA).

Board Chair Petrongelli will present a request from the Michigan Community College Association (MCCA) to designate a member of the Board of Trustees to serve on their Board of Directors.
MEMORANDUM

TO: MCCA Board of Directors

FROM: Brandy Johnson, Secretary, MCCA Board of Directors

DATE: May 17, 2022

SUBJECT: Certification of Appointments to the 2022-23 MCCA Board of Directors

Article VII, Sec. 1 and 2 of the Michigan Community College Association (MCCA) Bylaw states:

“There shall be a Board of Directors composed of the chief administrative officer of each member college and one member of the governing board. The governing board of each member college shall also designate an alternate who shall serve in the absence of its governing board member Director of the Association.

…Prior to July 15 each year, each member college shall certify to the Secretary of the Association its members of the Board of Directors.”

Attached is a copy of a Certification Form for the designation of 2022-2023 representatives to the MCCA Board of Directors. Please indicate and certify the names of the President Director, Trustee Director, and Alternate Trustee Director from your member college.

Please return a signed copy of the Certification Form to the MCCA office before July 15, 2022, so the composition of the 2022-2023 MCCA Board of Directors may be known before the July 2022 annual meeting.

Please contact me if you have any questions regarding this procedure.

Brandy Johnson
New Business

Item VI-D: Potential Budgeting Policy Change

Presenter: Lillian Frick

Board Consideration: Information

President's Recommendation:
None, informational.

Vice President of Finance and Administration Lillian Frick will be presenting a potential change to board policy 303.03 regarding the Gillaspy Center (Campus House).
303.03 Budget and Facilities

[LAST APPROVED June 2018]

The Board of Trustees shall review and approve financial matters including the annual budget, capital expenditures relative to additional facilities or major repairs, including the Gillaspy Center, and modifications to or replacement of established facilities.
Board Comments

Item VII-A: Calendar of Events

Presenter: Board Chair Petrongelli  
Board Consideration: Information

President's Recommendation:
None, informational.

- June 21  Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus
- July 14   Employee Appreciation BBQ, Mt. Pleasant Campus
- July 21   Employee Appreciation BBQ, Outdoor Education Center, Harrison Campus
- July 27-29  MCCA Summer Conference, Grand Traverse Resort and Spa
- Aug 2     Board of Trustees Meeting, Community Room, Mt. Pleasant Campus
Board Comments

Item VII-B: Board Comments- Other Business

Presenter: Board Chair Petrongelli               Board Consideration: Information

President's Recommendation:
None, informational.

1. Any comments may be offered by Trustees at this time.