The meeting took place in the Houghton Conference Room of the Goldberg Center, Harrison Campus.

Present: Douglas A. Jacobson, Board Chair; Betty M. Mussell, Vice Chair; Richard S. Allen, Jr., Secretary; Carolyn C. Bay, Trustee; Eric T. Kreckman, Trustee; Terry Petrongelli, Trustee; Carol A. Churchill, President; Lillian K. Frick, Vice President of Finance and Administration; Michael W. Jankoviak, Vice President of Academic Affairs; Gwladys Austin, Vice President of Institutional Services and Technology; L. Scott Govitz, Executive Director M-TEC Center; Gail Nunamaker, Executive Director of Human Resources; Matt Miller, Executive Director-College Advancement; Kelley Eltzroth, Faculty Senate President Elect

Absent: Thomas W. Metzger, Treasurer; Leslie Jones, ESPA President; Guests: Kirk Lehr, Director of Communications/Computer Services; Todd Tarrant, Dean of Liberal Arts; Courtney Hahn, Clare Sentinel Reporter

**Agenda Item I: CALL TO ORDER**

The Board Chair called the meeting to order at 7:09 p.m.

There were no public comments from the guests.

**Agenda Item II: APPROVAL OF AGENDA**

The Board Chair stated that there is a revised agenda for the meeting, with the addition of Item VI-C TRIO/Student Support Services Grant and VII-B.3 has the addition of an announcement about the May 9, 2009 Commencement Ceremony at the Harrison Campus. With these additions, the agenda stands as approved.

**Agenda Item III: APPROVAL OF CONSENT ITEMS**

A motion was presented by Trustee Kreckman to approve the consent agenda as reflected in the packet. Support by Trustee Mussell; motion carried.

**Agenda Item IV-A: TENTATIVE BUDGET ADOPTION FY 2009/10**

Vice President Frick reviewed the tentative budget for fiscal year 2009/10. Frick recommended the board adopt the tentative budget, with the final budget presented for adoption in June.

A motion was made by Trustee Kreckman, supported by Trustee Mussell, to adopt the tentative budget for 2009/10. All ayes; motion carried.

**Agenda Item IV-B: RECOMMENDED PURCHASES**

1. Executive Director Barnes recommended the Board approve the purchase of SARS GRID and SARS TRAK software. Sars Grid assists in student appointments, visits and has a counselor
schedule component. Sars Trak allows students to check in and out of service sites such as labs, library and etc. Students will schedule their own appointments through software usage. The software also integrates with Datatel, and has a $4,500 annual maintenance fee. Total funding for the package is $34,515.00, which has been approved for funding through the Technology Committee. President Churchill informed trustees that she is familiar with the software and is very much in favor of the purchase, which will greatly enhance student visits, scheduling appointments, and goal attainment.

2. Vice President Austin presented information on the recommended upgrading of both elevators at the Harrison Campus. Three vendors were interviewed and it is recommended the trustees approve the upgrade be awarded to Neuman-Smith, the low bidder at $16,000.00. Funding is budgeted in the Building & Site fund.

Trustee Allen asked whether the elevators are regularly inspected, and if so, are reports of the condition of the elevators available for review. Trustee Allen recommended the Board obtain additional information about the elevators before proceeding with the upgrades. Austin will investigate about the accessibility of the inspection reports and provide additional information at an upcoming meeting, followed by a recommendation.

A motion was brought forth by Trustee Bay to approve the purchase of the SARS software at a total cost of $34,515.00. Support by Trustee Allen — all ayes; motion carried.

**Agenda Item V-A: DIVISIONAL REPORT**

Executive Director Barnes presented information on the enrollment funnel, retention efforts and conversion/yield rates. Also discussed were Mid’s spring and summer semesters, and dual enrollment credit. The board chair thanked Ms. Barnes for her informative report.

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

President Churchill reviewed correspondence and announcements for the past month. She also announced that in the FY 2009-10 appropriations bill for community colleges, Indian Tuition Waivers (ITWs), appropriations for all colleges are reduced by 0.3% and then the money is redistributed to colleges which have more ITWs today than they did in 1996, the year in which the funding for ITWs was rolled into each college’s base appropriation. For MMCC, the amount is approximately $139,000.00. Churchill expressed much appreciation to Representatives Bauer, Booher and Miller for their support and assistance in making this possible. Many of the community colleges in Michigan – and MCCA – will oppose this legislation, feeling rather that it is the State of Michigan’s responsibility to make up the difference, not other community colleges in Michigan.

The President also announced that Governor Granholm will be at MMCC’s Harrison Campus on Thursday, April 23rd, time to be determined. Focus of the “town hall” type visit will be Federal Stimulus funds, with a pre-meeting scheduled to take place with government officials. Trustees will be updated as additional information becomes available.
Vice President Jankoviak introduced Mr. Todd Tarrant, Dean of Liberal Arts & Science, to trustees and recommended his employment with Mid be approved. A motion was presented by Trustee Allen with support by Trustee Kreckman; all ayes – motion carried. The Board welcomed Dean Tarrant to the college.

Dr. Austin reported that an experienced grant writer for federal grants, Barbara Alford of Alabama, has been contacted to assist in writing a highly competitive grant: TRIO, Student Support Services. This grant would provide up to $220,000 annually to enhance our academic and student support services for “at-risk” students. Once a proposal is funded and outcomes are met, the grant keeps rolling over annually. This year’s competition will provide for an additional 25 new programs. A perfect score of 100 points is needed to be considered.

It is recommended the board approve $15,000 plus travel expenses for Ms. Alford for a two-day visit in May 2009, when she would visit with academic and student services personnel. Funding, if approved, will come from Program Development in the General Budget.

President Churchill stated that students who are low income, First Time In Any College (FTIACs), or disabled would be examples of the grant focus. Ms. Alford expressed that she feels MMCC is well positioned to be successful in application. The Enterprise Community designation will also most certainly be helpful. Chair Jacobson requested that the Enterprise Community Committee be contacted to see if they could reimburse – or partially reimburse – Ms. Alford’s expenses.

A motion was made by Trustee Kreckman, supported by Trustee Mussell to approve obtaining Ms. Alford services in writing the TRIO grant for Student Support Services. All ayes – motion carried.

The Board Chair reviewed the calendar of events for upcoming months, an informational item.

Trustee Kreckman provided an overview of board meeting governance following a recent visit to Delta College. Kreckman shared his experiences via PowerPoint. Respect and good manners during official meetings may seem to be common sense, but not always the case. Kreckman felt MMCC’s trustees are fortunate to have regular retreats and many opportunities to get better acquainted.
3. The Board Chair informed guests that the President’s Evaluation would take place in executive session, per Ms. Churchill’s request to do so.

A motion was made by Trustee Allen at 8:26 p.m. to go into executive session for the purpose of discussing the President’s evaluation. Support by Trustee Mussell – roll call vote reflected all ayes; motion carried.

The Board reconvened into Regular Session at 8:59 p.m. A motion was made by Trustee Kreckman to accept the president’s evaluation as presented by the board personnel committee. Support by Trustee Allen – all ayes; motion carried.

The meeting adjourned at 9:00 p.m.

Recording Secretary,
Sherry L. Kyle
Exec. Asst. to the President and Board of Trustees

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