MMCC Board of Trustees Meeting
January 5, 2010 – page 1

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; Thomas W. Metzger, Treasurer; 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 Services; Gwladys Austin, Vice President of Institutional Services and Technology; Gail Nunamaker, Executive Director of Human Resources; Matt Miller, Executive Director-College Advancement; Sherry L. Kyle, Exec. Asst. to the President/Trustees; Tonia Persky, ESPA President; Kelley Eltzroth, Faculty Senate President

Absent: Richard S. Allen, Jr., Secretary; L. Scott Govitz, Executive Director M-TEC Center;

Guests: Martin Ruiter, Adriaan VanVelden and David Nims from Hobbs and Black Architectural Firm; Barb Wieciezinski, Director of Nursing; John Skinner, Director of Radiography; Diane Whiting, Physical Therapist Assistant Program Director; Mark Todd, HRA Faculty; Jeffrey Punches, Purchasing Agent

Agenda Item I: CALL TO ORDER

The Board Chair called the meeting to order at 7:10 p.m. There were no public comments from the guests.

Agenda Item Ia: Adriaan VanVelden of Hobbs and Black Architectural Firm provided an update on design of the new student services building at the Doan site. Focus group discussions took place in December 2009 and the input gathered has been used to modify the original concept. The Academic Support Center floor plan may be subject to change, depending on the sale of the Pickard campus. If the college keeps the Pickard building, the ASC will be located there, due to the heavy use of the Center by students taking classes at Pickard. Some floor plan changes were suggested by trustees, including public restrooms, use of the glass walled Northeast corner, and to allow structurally for a doorway to the east in the future if desired. Trustees agreed that the roof of the building must be reinforced during this construction so as to accommodate a second floor crossover space when Phase II becomes a reality. This area allows passage on the second floor into the Phase II building. A rendition of the crossover was part of the demonstration by the architects.

The Board Chair asked if trustees were willing to approve the general appearance and planning of the interior and exterior of the building at this time, and to authorize the college administration and architects to move forward. All six trustees present were unanimous in the decision to do so.

The Board of Trustees recommended that geothermal and other alternative energy components be explored by Hobbs and Black. Hobbs and Black Senior Associate Ruiter will order a performance cost efficiency analysis and present the information to the board. The Board thanked representatives from Hobbs and Black for their presentation.

Agenda Item II: APPROVAL OF AGENDA

The Board Chair stated that some items will be discussed under “Board Comments, Item VII-B” this evening, including tuition for the 2010/11 fiscal year, RESD collaborative efforts, and the evaluation of the President.
**Agenda Item III: APPROVAL OF CONSENT ITEMS**

A motion was presented by Trustee Mussell to approve the consent items as reflected in the packet. Support by Trustee Petrongelli; the Board Chair stated the consent items stand approved.

**Agenda Item IV-A: RECOMMENDED PURCHASES-HRA Program Equipment Purchases-Perkins**

Purchasing Agent Punches and HRA Instructor Todd presented information concerning the purchase of equipment for the college’s HRA program with Perkins (federal) funds. Todd explained that the equipment, if approved by the board, will have to be moved in and out of the HRA building. The boilers will replace existing boiler systems used by the program at this time. A motion was brought forth by Trustee Petrongelli, with support by Trustee Mussell to approve the purchase of the equipment as recommended in the board packet. All ayes; motion carried.

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

Executive Director Barnes provided an informational report on the Winter 2010 semester. Barnes informed trustees that although the handout provided shows an increase of over 16%, this number is expected to increase due to anticipated registration of students from Central Michigan University and an increase of students interested in vocational programs such as automotive and welding. Mid could open additional courses in several areas, but it is not possible to find qualified instructors with classes starting next week.

**Agenda Item V-B: SELECTIVE ADMISSIONS UPDATE**

Directors Wiecieszinski, Skinner and Whiting presented updated information concerning the selective admissions process for the nursing, radiography and physical therapy assistant programs at MMCC.

Wiecieszinski stated that currently students waiting for admission to Mid’s nursing program become eligible to get on the waiting list after completing their prerequisite courses and typically wait for 2 to 2½ years. There is currently a freeze on the waiting list, pending the board’s decision regarding the selective admissions proposal. The Nursing Advisory and Admissions committees are in favor of selective admissions for the college’s nursing program. Radiography and PT were included in the consideration of selective admissions for consistency in programs at Mid. Wiecieszinski shared the Qualified Student Selection Form with the board of trustees. Overall score on the form would determine the students’ admissions to the program. One major factor in moving to the process is the student attrition rate in the nursing program. The Harrison campus has an attrition rate of approximately 5 percent, while the Doan campus has an attrition rate of approximately 40%. It is believed that the selective admissions process will help identify students with the greatest potential to succeed in the programs. The process also rewards students who have done their prerequisite work at MMCC.

Physical Therapy Assistant Program Director Whiting informed trustees that the program is in its second year. The first year there were 17 students requesting admission to the PT program, and in the second year there were over 350 applications. Whiting agreed that the selective admissions process will enhance student success. The wide spread of prerequisites used in calculation helps in determining student
knowledge on a broad basis. At this time the TEAS (Test of Essential Academic Skills) test is not incorporated into the proposed selective admissions proposal for PT as in nursing, but TEAS testing will most likely be included after the program has been in existence for more than two years. (The TEAS score is also incorporated into the Radiography program’s qualified student selection form.)

Director Skinner stated that he believes the selective admissions process will lead to a stronger cohort of students, but there may be students who take all the necessary prerequisites and never get into the radiography program. Otherwise, it is the same basic concept as that of the nursing program. Skinner shared that for the first time in quite awhile, graduates from the program are not obtaining employment immediately, which may reflect the economy (with current radiographers not retiring as anticipated) as well as a diminishing demand because academic programs in the area have expanded capacity. Other associated programs such as CT and MRI are being explored.

The Board Chair asked if trustees were in favor of the concept to change from the existing waiting list system to that of selective admissions, to which all six trustees replied affirmatively. The three program directors stated that their current waiting lists go through approximately January (winter semester) 2011. The board requested that for the time being, all current waiting lists are honored as has been past practice, but that a freeze is put on all lists, effective tomorrow.

A discussion took place as to whether the selective admissions process should be board policy or departmental procedure. Trustee Bay offered a motion to table the item until the February regular board meeting. All trustees agreed to revisit the item in February.

**Agenda Item V-C: CORRESPONDENCE AND ANNOUNCEMENTS**

President Churchill reviewed correspondence and announcements for the past month.

**Agenda Item VI-A: BUY-OUT INCENTIVE**

Executive Director Nunamaker informed trustees that the proposed buy-out incentive is the same one that was offered last Spring, and applies to the same employees with the same terms. Trustee Kreckman made a motion to approve the buy-out incentive as presented by Ms. Nunamaker, support from Trustee Mussell; all ayes – motion carried.

**Agenda Item VII-A: CALENDAR OF EVENTS**

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

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

Trustee Mussell stated that an evaluation of the President is scheduled for 2010. An internal evaluation will take place, lead by the Board Personnel Committee. Chair Jacobson will contact Bay College to obtain the form used to evaluate President Coleman this past year.

The Board Chair requested that Tuition be placed on the February regular meeting agenda for open discussion. An administrative recommendation will be included, with several scenarios prepared by Vice President Frick relative to taxes and appropriations income.
Collaborative efforts at the RESD continue to take place. President Churchill will continue to update the trustees as additional information surfaces at the monthly superintendent meetings.

Churchill stated that a discussion with the Board Personnel Committee needs to take place concerning summer hours for 2010. Trustees agreed that if the Committee desires to have summer hours similar to those of the last two years, no action is needed from the entire board, and the college administration may proceed in sharing the information.

Meeting adjourned at 10:23 p.m.

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

__________________________  ______________________________
Douglas A. Jacobson, Board Chair  Betty M. Mussell, Acting Secretary