

MINUTES OF THE FIVE HUNDRED FORTY-FIFTH
MEETING OF THE BOARD OF TRUSTEES
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

Board of Trustees Room Z-203
La-Z-Boy Center
7:00 p.m., June 23, 2014

Members present: William J. Bacarella Jr., Joseph N. Bellino Jr., William H. Braunlich, James DeVries, Marjorie A. Kreps, and Mary Kay Thayer

Members absent: Linda S. Lauer

Also present: Glori Applin, Deborah Beagle, Valerie Culler, Randell Daniels, Jamie DeLeeuw, Penny Dorcey-Naber (recording secretary), Dan Hamman, Jeff Harbaugh, Josh Myers, Pat Nedry, Tony Paolino, Kojo Quartey, Jim Ross, Jeff VanSlambrouck, Joe Verkennes, Tracy Vogt, Suzanne Wetzel, and Grace Yackee

1. Chair Bacarella called the meeting to order at 7:00 p.m. and asked that the record reflect that Ms. Lauer is not able to make tonight's meeting.

Public Hearing - Suspend the regular order of business to conduct the public hearing on the 2014-15 budget. The Chair will entertain questions from the audience with regard to the 2014-15 budget material. The millage rate to be levied for operating purposes for the 2014-15 fiscal year will be reaffirmed as 2.1794 mills of ad valorem property taxes. If there are no further questions, the Chair will declare the public hearing adjourned.

It was moved by Mrs. Thayer and seconded by Mr. Bellino to close the public hearing and move into the regular meeting at 7:01 p.m.

Motion carried

- B. 3. a. (1) 2. *It was moved by Mrs. Thayer and seconded by Dr. DeVries that the minutes of the regular meeting of (1) May 19, 2014 be approved as presented, and that the minutes of the special meetings of (2) May 28, 2014 and (3) June 9, 2014 be accepted with corrections.*

- B. 3. a. (2) 3. *It was moved by Mrs. Thayer and seconded by Mr. Braunlich that the following resolution of commendation be adopted:*

WHEREAS, Mr. Anthony Paolino has decided to retire from his position as Boiler Operator with Monroe County Community College, effective July 30, 2014, and

WHEREAS, for 19 years, he has been considered an outstanding maintenance technician and boiler operator, and

WHEREAS, he has served as a mentor, role model and assisted in training some of his co-workers and has helped foster their finish carpentry and construction skill, and

WHEREAS, his construction and carpentry skill have allowed a significant amount of work to be performed in-house, reducing our reliance on external maintenance contractors and reducing costs, and

WHEREAS, he has demonstrated a high level of professionalism and dedication both on and off campus.

THEREFORE, BE IT RESOLVED that the Board of Trustees recognize Mr. Paolino, for his dedicated service and contributions to the college, our students, and the community, and

THAT IT BE FURTHER RESOLVED, that the Board of Trustees expresses its very best wishes for his continued success, well-being, and happiness on this Monday, June 23, 2014

The motion carried.

- B. 3. a. (3) 4. *It was moved by Mrs. Thayer and seconded by Dr. DeVries that the Board authorize the President to execute a contract for the following faculty member:*

*Dr. Michael Fuertes
First-year probationary contract
Effective August 28, 2014*

Dr. Fuertes has been selected to fill the chemistry professor vacancy left by Dr. David Waggoner. He comes to MCCC from Texas Tech University. Dr. Fuertes holds a Master's degree and Ph.D. in chemistry from the University of Chicago, and a Bachelor's degree in biochemistry from Michigan State University.

The motion carried.

- B. 3. a. (4) 5. *It was moved by Mrs. Kreps and seconded by Mr. Braunlich that the 2014-15 budget be approved as presented and that the millage rate to be levied for operating purposes for the 2014-15 fiscal year be reaffirmed as 2.1794 mills of ad valorem property tax.*

Following the motion, Suzanne Wetzel, Vice President of Administration, led an educational discussion outlining the budget process and detailing how Cabinet produced a balanced budget for the upcoming year. She explained that the Cabinet begins building the budget in November and December and they work on it for the next six to seven months. When comparing this year to last year, this year's budget is actually 2.4 percent less than last year's. Tuition and fees are down 1.7 percent compared to 2013/14 actual numbers. Property taxes are down 3 percent and State appropriations are up 3.5 percent. The current budget recommendation reflects a 2.33 percent decrease over the budget approved last year.

Some areas of savings include the postponement of filling some positions. The part-time lab tech position, Coordinator of Grants and Major Gifts, Graphic Artist and, Criminal Justice and Welding faculty positions will be filled as soon as possible. Also included are the full-time Automotive Service Coordinator, full-time ASET lab position, which are partially funded by Perkins dollars. The Humanities English position will be filled in the winter 2015 semester.

Beginning with the winter 2015 semester, extra contractual assignments will be limited to what is listed in the master agreement (one extra contract per semester). Renovation projects and capital outlay are not included in the proposed budget. The Holladay Theater will be funded through fundraising not through college monies. All technology purchases have been put on hold for now.

Cabinet is also looking at reorganizing some positions. There are also several major operational changes coming. The Whitman Center will remain open for the summer.

The Learning Assistance Lab received an increase in wages for student services, and new wages are budgeted for the new math lab. Faculty and maintenance will get 1 percent raises and several off schedule payments over the next three years. No other employee groups are getting increases or off schedule payments. Due to the minimum wage increase, students will get higher wages, but will work less hours.

Three maintenance and replacement projects are included in this year's budget request; the Life Sciences Penthouse, the Cellar, and the Whitman Center columns. Jack Burns is working on a Performance Contracting plan to help fund future projects. Although there is a water problem in The Health Education Building, funding is not available to fix it at this time; however, this project is next in line.

On behalf of the Board, Mr. Braunlich commended Sue and her team for doing a tremendous job of presenting a balanced budget. After a decade worth of growth in state appropriations, the college has had a decade of no growth. The college has had to shift the cost to students and defer critical maintenance projects to balance its budget.

The motion carried.

- B. 3. a. (5) 6. *It was moved by Mrs. Thayer and seconded by Mrs. Kreps that the schedule of meetings of the Board of Trustees for the fiscal year 2014-15 be adopted as follows:*

*Time: 7:00 p.m.
Place: Board of Trustees Room, Z-203*
La-Z-Boy Center*

**The April 27, 2015 meeting will be held at the MCCC Whitman Center, 7777 Lewis Avenue, Temperance, Michigan.*

<i>Monday, September 22, 2014</i>	<i>Monday, February 23, 2015</i>
<i>Monday, October 27, 2014</i>	<i>Monday, March 23, 2015</i>
<i>Monday, November 17, 2014</i>	<i>Monday, April 27, 2015 (Whitman)</i>
<i>Monday, January 26, 2015</i>	<i>Monday, May 18, 2015</i>
	<i>Monday, June 22, 201</i>

The motion carried.

- B. 3. a. (6) 7. It was moved by Mr. Braunlich and seconded by Dr. DeVries *that the following individuals be designated to represent the Board before the Michigan Community College Association Board of Directors for the year 2014-15*

<i>Trustee Director</i>	<i>Mary Kay Thayer</i>
<i>Alternate Trustee Director</i>	<i>Marjorie Kreps</i>
<i>President Director</i>	<i>Dr. Kojo A. Quartey</i>

The Board commended Mrs. Kreps and Mrs. Thayer for their longstanding service in these positions over the years.

The motion carried.

- B. 3. a. (7) 8. *It was moved by Mrs. Thayer and seconded by Dr. DeVries that Policy 2.19, Management Salary Schedule be revised to retain the same rates of pay during the fiscal year 2014-15 as were in effect during fiscal year 2013-14.*

The motion carried.

- B. 3. a. (8) 9. *It was moved by Mrs. Kreps and seconded by Mr. Braunlich that Policy 8.08, Support Staff Salary Schedule be revised to retain the same rates of pay during the fiscal year 2014-15 as were in effect during fiscal year 2013-14.*

The motion carried.

- B. 3. a. (9) 10. *It was moved by Mrs. Thayer and seconded by Dr. DeVries that Policy 11.00, Adjunct Faculty Salary Schedule be revised to retain the same rates of pay during fiscal year 2014-15 as were in effect during fiscal year 2013-14.*

The motion carried

- B. 3. a. (10) 11. *It was moved by Mrs. Thayer and seconded by Mr. Bellino that Policy 11.01, Part-Time Support Staff Salary Schedule be revised to retain the same rates of pay during fiscal year 2014-15 as were in effect during fiscal year 2013-14.*

The motion carried.

- B. 3. a. (11) 12. *It was moved by Mrs. Kreps and seconded by Mrs. Thayer that Policy 12.05, Professional Staff Salary Schedule be revised to reflect the recommendations of the budget committee to retain the same rates of pay during fiscal year 2014-15 as were in effect during fiscal year 2013-14.*

The motion carried.

- B. 3. a. (12) 13. *It was moved by Mr. Braunlich and seconded by Mrs. Kreps that Policy 6.20, Smoking and Tobacco Use Policy be adopted as presented.*

The changes reflect a cleanup of the language and the addition of e-cigarettes to the policy. Most campuses include e-cigarettes in their policies as well.

The motion carried.

- C. 2. a. (1) 14. Note of appreciation Mercy Memorial Hospice for the generous donation to the organization.

- C. 3. a. (1) 15. Thank you note from Jim and Danielle Vallade for the flowers and teddy bear honoring the birth of their daughter, Lily.

- C. 3. a. (2) 16. Letter of appreciation the MCCC Support Staff for the professional development opportunity through Treasure Hunt Adventures at the Detroit Institute of Art
- C. 3. a. (3) 17. President Quartey reported on the following staff appointment, faculty contract, retirement, and resignation:

Staff Appointment

Rachel Eagle, Administrative Assistant to the Dean of Humanities and Social Sciences, effective June 2, 2014

Faculty Contract

Dr. Michael Fuertes, Associate Professor of Chemistry, effective August 28, 2014

Retirement

Antony Paolino, Maintenance Trainee – Power Systems Operator/Physical Plant, effective June 30, 2014

Resignation

Sean McDonald, Graphic Designer, effective May 23, 2014

- C. 3. a. (4) 18. The Board received the Statement of General Fund Revenues and Expenses for the period ending May 31, 2014. Deborah Beagle, Director of Financial Services, reported that Tuition revenue for Spring 2014 is 10 percent under budget. The College received the 2013 Property Tax Settlement from the county. The payment was \$555,000 and there is \$22,000 in delinquent personal property tax still due. Details from county officials regarding the 2014 taxable value reductions from personal property tax exemptions have not been received yet. Work to close out the 2014 fiscal year will begin soon. A statement for June, 2014 will be sent to Board of Trustees as soon as possible.

- C. 3. b. (1) 19. President Quartey thanked all who were involved in MCCC's 50th Anniversary Celebration. People from all over the county could see the fireworks display. The annual PowWow took place over the same weekend in front of the Health Education Building. This Thursday at noon, an internal celebration is scheduled to thank all those involved with the planning of this milestone event. The music choices, food, and children's activities were excellent.

There have been some organizational changes over the last few months. More changes will take place over the coming months.

FLS began polling the community this past week. They will send the college the preliminary results at the end of June. Once the results are received, the Board will schedule a special meeting to go over the data.

The Whitman Center is not closing and will remain open during the summer.

MCCC has an enrollment management plan in place. Last week enrollment was down 20 percent from last year, this week it is down about 10 percent. New student enrollment is up 12 percent. Joe Verkennes, Tracy Vogt and Mark Hall produced a mailing to encourage unenrolled continuing students to enroll promptly.

The President's office sent out almost 2,000 letters to high school seniors this last Friday. More letters will go out this week. Vice President Yackee and President Quartey met with officials at the Monroe County Senior Center. The center is interested in running MCCC classes at their facility.

Last week the college submitted a proposal to teach classes at the Milan Federal Corrections Facility. A visit to the facility is planned within the next couple of weeks.

The ACCT Leadership Conference is scheduled for October 22 through 25. MCCC submitted six proposals and five were accepted. President Quartey and Mr. Bacarella are giving a pre-conference presentation and will debrief on the conference at the next Board meeting.

President Quartey plans to give a State of the College Address to the community in July. The presentation will take place in the assembly room on the fourth floor of Monroe Bank and Trust. Further information will be sent as soon as all details are confirmed. The topic of next news article will be on the State of the College.

Upward Bound and The Learning Bank graduations will take place in the MCCC Dining Room at 6:00 p.m., on June 5 and June 19 respectively.

- C. 3. b. (2) 20. Vice President Suzanne Wetzel presented the Foundation quarterly update report. With the establishment of the FEDCO Science and Technology Scholarship, the college now has 46 endowed scholarships. The Board moved to fund the cash prizes for the Business Pitch Competition held on May 20, 2014. Barry Kinsey, Director of Workforce Development, gave a presentation on the This year's Career and Opportunity Expo held April 11 was attended by over 260 job seekers. There were 82 employers and more than 14 educational institutions and veteran service providers who participated in this event. Dr. Quartey reported that the Board of Trustees selected FLS to do a study on the feasibility of running a millage campaign this year. The award ceremony for 2014 Enhancement Grants was held April 29. This year 17 grants were awarded with a total distribution of \$20,000 approved by Board at the April meeting. The 9th annual Strikes, Spares, and Scholarships, took place May 16, 2014. The event raised \$3,771.11. This event had 31 teams and 123 bowlers. The Alumni Golf Outing is scheduled for September 5, 2014.
- C. 3. b. (3) 21. On behalf of the Board, Mr. Braunlich commended Suzanne Wetzel on her directing of the Foundation since its inception in 1998. When T. Bennett retired, Dr. Nixon made the decision to combine the Executive Director of the Foundation and Vice President of Administration positions. Mrs. Wetzel has a record of which she can be extremely proud.
- C. 3. b. (4) 22. Josh Myers reported on the 50th Anniversary Celebration. Many people came out to volunteer and all employee groups were well represented. Various activities ran throughout the day. Although not as many people attended as the college prepared for, it was still a great event. Thank you to The Foundation, DTE, and La-Z-Boy for helping to sponsor this event, and thank you to all attendees for helping MCCC celebrate.
- C. 3. b. (5) 23. Mr. Bacarella appointed a committee to research the presidential evaluation process and determine whether or not it should remain as is or be revised. Dr. DeVries, Mr. Braunlich, Mrs. Kreps and Dr. Quartey will evaluate the process and bring a recommendation back to the September Board meeting.
- C. 4. b. (1) 24. On behalf of the Board, Mr. Braunlich stated that the Board of Trustees has regretfully approved a series of resolutions providing no raises to MCCC administrators (full-time and part-time), support staff (full-time and part-time), adjunct faculty, and professional staff. The Board notes that these employee groups have sacrificed significantly, have participated in aggressive cost containment, and deserve raises. Unfortunately, MCCC revenues are insufficient for raises to these employee groups. We thank them for their service and dedication.
- C. 4. b. (2) 25. On Saturday, October 11, 2014 the River Raisin Battle Field Foundation will be honoring Congressman Dingell, Senator Carl Levin, and Senator Randy Richardville. Governor Snyder and Senator Stabenow will also be invited to the event, which will take place in the La-Z-Boy Center, Meyer Theater.
26. *It was moved by Mrs. Thayer and seconded by Dr. DeVries that the meeting be adjourned.*

The motion carried, and the meeting was adjourned at 8:28 p.m.

Respectfully submitted,

William J. Bacarella Jr.
Chair

William H. Braunlich
Vice Chair

/prd

These minutes were approved at the September 29, 2014 Board of Trustees meeting.