

MINUTES OF THE FIVE HUNDRED SIXTHIETH
MEETING OF THE BOARD OF TRUSTEES
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

Board of Trustees Room Z-203
La-Z-Boy Center
6:00 p.m., May 23, 2016

Members Present: Joseph N. Bellino Jr., James E. DeVries, Lynette M. Dowler, Edward R. Feldman, Marjorie A. Kreps, Aaron N. Mason, and Mary Kay Thayer

Also Present: Jack Burns Jr., Parmeshwar Coomar, Valerie Culler, Randy Daniels, Jamie DeLeeuw, Representative Gretchen Driskell, Austin Eby, Andrew Fischer, Jean Ford, Melissa Grey, Mark Hall, Paul Hedeem, Barry Kinsey, Paul Knollman, Brian Lay, Kim Lindquist, Molly McCutchan, Josh Myers, Sane Preston, Kojo Quartey, Jim Ross, Kathy Shepherd, Leah Thomas (*The Agora*), Joe Verkennes, Tracy Vogt, Philip Wahr, Suzanne Wetzel, Grace Yackee, and Penny Dorcey (recording secretary)

1. Chair Bellino called the meeting to order at 5:59 p.m.
- B. 2. a. (1) 2. The Chair Bellino and the Trustees pulled the following items from the consent agenda:
 - B. 2. a. (1) Approval of the April 25, 2016 regular meeting minutes
 - B. 2. a. (2) Proposed Millage Language
 - B. 2. a. (4) Resolution of Support – Monroe County Senior Millage Renewal and Increase Proposal
- B. 2. a. (2) 3. *It was moved by Mrs. Thayer and supported by Mrs. Kreps that the following items on the consent agenda items be approved:*
 - B. 2. a. (3) Authorization for a Special Liquor License

Recommended motion: *“that Monroe County Community College, in accordance with MCCC Policy 6.21 and Procedure 6.21 (a), apply for Special License from the Michigan Liquor Control Commission (MLCC) to serve alcohol in conjunction with the following special events, which will be held as indicated:*

Shenandoah – Saturday, October 22, 2016 – Meyer Theater and Atrium
Bee Gees Gold – Friday, November 11, 2016 – Meyer Theater and Atrium
Comedian Brad Wenzel – Saturday, December 17, 2016 – Meyer Theater and Atrium
Classic Albums Live – Saturday, January 21, 2017 – Meyer Theater and Atrium
Say Goodnight Gracie – Saturday, March 4, 2017 – Meyer Theater and Atrium

The motion carried.
- B. 4. a. (1) 4. *It was moved by Dr. Feldman and supported by Dr. DeVries that the April 25, 2016 regular meeting minutes be accepted with amendments.*

Dr. Feldman asked that the minutes be amended to reflect specifically that he expressed his opinion about the Math Redesign program.

The motion carried.
- B. 4. a. (2) 5. *It was moved by Mrs. Thayer and supported by Mr. Mason that the Board authorizes that the following ballot language be placed on the November 8, 2016, general election ballot:*

WHEREAS, the Board of Trustees has determined that, in its exercise of its statutory duties and in order to best serve the need of the College, an additional .95 mill be levied by the Monroe County Community College for a period of 5 years (2016-2020) to be used for renovation and upgrade of the College’s infrastructure and facilities which will include safety projects, accessibility projects, technology projects, learning environment projects, and maintenance projects.

WHEREAS, the Proposed Ballot Language will read as follows:

ADDITIONAL MILLAGE PROPOSAL

The millage proposal would allow the Community College District of Monroe County to levy an additional .95 mill for a period of 5 years, for renovation and upgrade of the infrastructure and facilities of Monroe County Community College which will include safety projects, accessibility projects, technology projects, learning environment projects, and maintenance projects.

Shall the total limitation on the amount of taxes which may be assessed against all taxable property in the Community College District of Monroe County, County of Monroe, Michigan, except property exempted by law, be increased by .95 mill (\$0.95 per \$1,000 of taxable value) and levied for a period of 5 years, to provide funds for renovation and upgrade of the infrastructure and facilities of Monroe County Community College which will include safety projects, accessibility projects, technology projects, learning environment projects, and maintenance projects? If approved, this millage would raise an estimated \$5.38 million for the College/District in 2016.

[] Yes

[] No

THEREFORE, BE IT RESOLVED, that this ballot language be submitted to the County Clerk of Monroe County, Michigan, for submission to the electorate of the Community College District of Monroe County at the general election to be held on November 8, 2016.

THAT IT BE FURTHER RESOLVED, that all resolutions and parts of resolutions insofar as the same conflict with the provisions of this resolution be and the same are hereby rescinded.

Suzanne Wetzel, Vice President of Administration, explained the language in the ballot resolution. The resolution gives the College the authority to take the proposal to the County and ask them to put it on the November 2016 ballot. The entire resolution does not go on the ballot, only the portion following “Additional Millage Proposal” and ending with the “[] Yes or [] No,” goes on the ballot. Mrs. Wetzel has consulted with the College attorney several times regarding the ballot language and the resolution contains all of the required language per Act 206 of 1893 regarding the millage rate the College wants to authorize, the length of time of the millage, what the funds will be used for, and how much money will be raised within year one. The ballot language does not need to be approved by the County. The College need only submit the language by August 16, 2016.

The motion carried.

- B. 4. a. (3) 6. *It was moved by Mrs. Thayer and supported by Dr. Feldman that the following resolution of support for the Monroe County Senior Millage Renewal and Increase proposal be adopted:*

WHEREAS, the Every Ninth American Committee has a County-wide Millage Renewal and Increase proposal on the August 2nd, 2016 ballot, and

WHEREAS, if passed, this millage will be distributed through the Commission on Aging, to 17 non-profit agencies that provide services to individuals who live in Monroe County who are 60 years of age or older.

WHEREAS, this millage is designated for the sole and exclusive purpose of providing funds for senior citizen services to the residents (sixty years of age and older) of Monroe County, and

WHEREAS, Monroe County Community College recognizes that the number of older adults in Monroe County is projected to increase by 40 percent in Monroe County by 2020, and

WHEREAS, these services help to meet the basic needs of older adults – food, shelter, home care, legal services, transportation, counseling, community involvement, and socialization.

NOW, THEREFORE, BE IT RESOLVED, that Monroe County Community College supports this Millage Renewal and Increase proposal and encourages the citizens of Monroe County to vote in the upcoming August 2nd, 2016 election.

IN WITNESS WHEREOF, the undersigned members of the Board have executed this Resolution this 23th day of May in Monroe, Michigan.

Dr. DeVries read the first paragraph of the resolution for the Senior Millage. The number of seniors in Monroe County is growing exponentially. This millage will provide the following basic needs of the senior population: food, shelter, home care, legal services, transportation, counseling, community involvement, and socialization.

Dr. Quartey added that the senior community is also supportive of the College's millage. He was at the Monroe Township Association (MTA) meeting with Sandie Pierce, Executive Director at Monroe Center for Healthy Aging, last Thursday, where he was promoting the College's millage. He noted that Mrs. Pierce was not only promoting the Senior Millage, but advocating the College's millage as well. Dr. Quartey stated that "there are some causes that just make sense to support." One is the Senior Millage, and the other is education.

The motion carried.

- C. 1. a. (1) 7. Chair Bellino introduced State Representative, Gretchen Driskell. Ms. Driskell was elected in the 52nd House District of Michigan in 2012. She is now running for the seventh Congressional seat in the 2016 elections. Ms. Driskell met with Dr. Quartey today and talked about MCCC's upcoming millage. She has had experience with millages while serving as the Mayor of Saline. She knows the important role community colleges serve to help students transition to four-year universities or into the workforce. Representative Driskell said that it is very important for the College to continue to support its students and the community through education. She emphasized that she is a "big supporter of education" because education is fundamental to the success and future of our country.

- C. 3. a. (1) 8. The Board received the Statement of General Fund Revenues and Expenses for the period ending April 30, 2016.

Suzanne Wetzel, Vice President of Administration, reviewed the current statement. State revenues appear low because there are four payments yet to be received. With those payments factored in, revenues should come in on budget.

Alternatively, the UAAL is higher than budgeted as the State calculates the rate stabilization amount based on reported payroll. The UAAL funds received from the State are immediately remitted to ORS for the purpose of funding retirement contributions.

Tuition and fees are expected to come in approximately \$540,000 under budget. Property taxes are on schedule to meet budgeted revenues.

Expenses are running under budget due to enrollment declines. Public Service expenses are overstated due to an allocation error in how an employee's salary and benefits were recorded. An adjustment is being made to allocate the expenses into the appropriate accounts.

The College has received the 2016 Millage Reduction Fraction Computation from Monroe County, which includes the 2016 taxable value for the College's millage request. The Business Office has prepared the 2016 Tax Rate Request forms, and Chair Bellino and Dr. DeVries have signed the forms to submit to the County to levy property taxes. While total taxable value has gone up slightly, the increase will only result in an approximate increase in property tax revenue for the College of \$50,000.

State appropriations are still being debated in Lansing. Following the May Revenue Estimating Conference, the Department of Treasury reported that the State will have \$460 million less to work with than it anticipated in January. MCCA warns that this downward estimate could impact community college appropriations.

- C. 3. b. (1) 9. President Quartey summarized his reports to the Trustees, which he sends every other week. The College signed an agreement with the Monroe County Intermediate School District Head Start program. Head Start will occupy a portion of

the Gerald Welch Health Education Building (HEB) beginning July 1. The College also signed the Spring Arbor agreement to share space at the Whitman Center in the evenings and on weekends, which also begins July 1. The sale of the Hurd Road property is still in discovery at this point. The College is implementing an Innovation and Entrepreneurship Center, which will be located in a space in the Career Technology Center (CTC).

The millage teams are being formed. Internal teams have been formed and external teams are in process. Dr. Quartey has spoken to a couple of individuals about co-chairing the campaign. The townships supervisors are supportive of the millage. Dr. Quartey has made, and continues to make, multiple visits with the county supervisors to ensure their support for the millage. They will upload College millage information to their websites and add it to their newsletters to help spread the word.

- C. 3. b. (2) 10. As part of the shared governance process, the Councils and Student Government update the Board at least twice a year. These updates give the Board a chance to hear from the student and employee groups and they promote improved communication.

Dr. Melissa Grey, Professor of Psychology, updated the Board on the activities of the Faculty Council and the Governance Evaluation Committee. The Governance Evaluation Committee (GEC) met five times during the 2015/2016 academic year. Membership of the GEC includes the Council chairs and secretaries, the Coordinator of Institutional Research, Evaluation and Assessment, and the Council recorder. The President and vice presidents, also sit on the GEC as non-voting members. Dr. Grey has been acting chair of the GEC since September 2015. She is also secretary of the Faculty Council. This past year, the GEC's focus has been on updating and revising the College Constitution to ensure it aligns with the current governance structure. The constitution will go to the Councils as an action item this fall.

Dr. Grey also reported on Faculty Council activities on behalf of Chair Wendy Wysocki, Professor of Business and Economics. The Council met eight times this past year. They entertained ten *Information Items*, five *Requests for Input*, and four *Requests for Action*, and provided feedback and approval for those who required such.

- C. 3. b. (3) 11. The Board received an IPEDS update from Dr. Grace Yackee, Vice President of Instruction, and Dr. Jamie DeLeeuw, Coordinator of Research, Evaluation, and Assessment.

Dr. Yackee noted that the College submits data to the Integrated Post-secondary Education Data System (IPEDS) annually regarding institutional demographics and outcomes. IPEDS is one of the key data sources of core indicators of effectiveness, which the College developed and implemented four years ago. This system also feeds the College's annual report to the Higher Learning Commission (HLC).

IPEDS is a system of survey components that collects data from about 7,500 institutions that provide postsecondary education across the United States. IPEDS collects institution-level data on student enrollment, graduation rates, student charges, program completions, faculty, staff, and finances.

Dr. DeLeeuw briefed the Board on the 2015 IPEDS document. Colleges are required to submit IPEDS data to be eligible to receive Title IV funds to get financial assistance for students. Traditionally IPEDS has been decentralized at MCCC, as for many years the College did not have a Coordinator of Research, Evaluation and Assessment or an institutional research person. Various individuals on campus submitted information separately from their areas, which can be problematic.

This IPEDS Report summarizes some of the information that the IPEDS Technical Review Panel thinks colleges might find informative. MCCC's information summary is compared to 27 other community colleges that are similar to MCCC. The report contains financial information, Pell Grant information, graduation rates, etc. This year IPEDS broke down graduation rate by ethnicity. While MCCC does not have much ethnic diversity, it had no difference in completion rate by ethnic group. Retention rates and likely, completion rates will start looking more favorable upon appropriately excluding dual enrolled students as certificate-seekers.

The full 2015 IPEDS Report can be viewed or downloaded at <https://www.monroeccc.edu/institutionalresearch/surveyresults/2015%20IPEDS%20Report.pdf>.

- C. 4. b. (1) 12. Chair Bellino announced that there will be no changes to the Board Self-evaluation instrument at this time. Board members are asked to complete the form and return to Ms. Dorcey by June 6, to prepare the results for the June 23, regular meeting of the Board of Trustees.
- C. 4. b. (2) 13. Dr. DeVries read the written response to student, Austin Eby regarding his Math Redesign petition. Trustee DeVries prefaced the letter by stating, "The Board has taken this issue very seriously, and while the Board cannot tell the College what to do, it can tell the College that something needs to be done."
- C. 4. b. (3) 14. Chair Bellino apologized for not following Robert's Rules of Order at the last meeting. Although the conversation was lively and fulfilling, Robert's Rules of Order should have been followed.
- C. 4. b. (4) 15. A Board Study meeting is scheduled for June 6, at 5:00 p.m. in the Board of Trustees room, Z-203
- C. 4. b. (5) 16. Chair Bellino noted the upcoming events. He asked people to mark their calendars for a special event on December 17. Brad Wenzel, born and raised in Monroe and a graduate of St. Mary Catholic Central, will star in a comedy act in the Meyer Theater. Mr. Wenzel was recently featured on the television show, *Conan*.
17. *It was moved by Mrs. Dowler and supported by Mrs. Thayer that the meeting be adjourned.*

The motion carried and the meeting ended at 6:50 p.m.

Respectfully submitted,

Joseph N. Bellino
Chair

James E. DeVries
Secretary

/prd