

BOARD OF TRUSTEES
MONROE COUNTY COMMUNITY
COLLEGE MONROE, MICHIGAN 48161
(734) 242-7300, Ext. 4311

La-Z-Boy Center,
Board of Trustees Room, Z-203
5:30 p.m., October 23, 2023

BUSINESS MEETING AGENDA ITEM

A. Call to Order

Call to Order by Chair of the Board

B. Recommended Actions

1. Routine Matters

a. Polling of audience for delegation recognition

2. Consent Agenda

(All items on the Consent Agenda are considered routine by the Board of Trustees and will be approved by one motion unless a Trustee requests that an item be removed and acted upon as a separate agenda item.)

B. 2. a. (1) Approval of the June 20, 2023 and September 25, 2023, regular meeting minutes and the October 9, 2023, special meeting minutes (enclosures)

C. 2. a. (2) Authorization for the President to Execute an Administrative Contract (enclosures)

Recommended motion: *“that the Board authorizes the President to execute an administrative contract for the following administrator:*

*Rick Hubbert, Network, Systems, and Security Architect
First-Year Probationary Contract
Effective October 16, 2023 through June 30, 2024.”*

4. New Business

B. 4. a. (2) Resolution of Commendation for College Supporter of the Year – Ned Birkey

Recommended motion: *“that the following resolution for College Supporter of the Year be approved:*

WHEREAS, Ned Birkey volunteers his time and expertise to lead non-credit

Pesticide Review courses at Monroe County Community College to allow area farmers and landscape professionals to earn their needed continuing education units for ongoing licensure by the State of Michigan, and

WHEREAS, he serves as an adjunct instructor in MCCC's Agriculture program, and

WHEREAS, he volunteers countless hours to the program's test plots, including using his own tractor, implements, combine and fuel, and

WHEREAS, he has consistently worked closely with MCCC faculty and staff to write agricultural-based grants for the betterment of the college's students and Agriculture program, and

WHEREAS, he actively promotes the Agriculture program to prospective students throughout the region, and

WHEREAS, he assists MCCC in soliciting material and monetary donations to support the program, and

WHEREAS, he regularly arranges for agricultural suppliers to demonstrate at MCCC test plots to provide training for local farmers, and

WHEREAS, he assists with the tending of our community gardens around the area.

WHEREAS, Monroe County Community College is indeed fortunate to have such a committed partner who is dedicated to helping expand educational opportunities in agriculture in our community.

THEREFORE, be it resolved, that the Board of Trustees recognizes Ned Birkey as the 2023 College Supporter of the Year in appreciation of its continued support of Monroe County Community College, its students and the community at large, and

THAT IT FURTHER BE RESOLVED, that the Board of Trustees expresses its sincere gratitude on this Monday, October 23, 2023."

B. 4. a. (2) Proposed Renaming of the Office of Information Systems

Recommended motion: "that the Board approves the renaming of the Office of Information Systems to the Office of Information Technology."

B. 4. a. (3) Capital Outlay Plan (enclosure – to be delivered under separate cover – Board only)

Recommended motion: "that the Five-Year Capital Outlay Plan be approved as presented."

- B. 4. a. (3) Closed Session – Monroe County Community College Staff (Support Staff Negotiations)

Recommended Motion: *“that the Board meet in closed session in accordance with Section 8 (c) and 8 (h) of the Michigan Open Meetings Act to discuss issues related to the negotiation of a collective bargaining agreement.”*

- B. 4. a. (4) Proposed New Policy - Bereavement Leave and Funeral Attendance

Recommended motion: *“that the Board adopts the Bereavement Leave and Funeral Attendance Policy, as presented.”*

C. Information and Proposals

1. Delegations

- C. 3. a. (1) Staff Appointments, Administrative Contract, etc.

Staff Appointments:

Jennifer St. Charles, Division Coordinator – Applied Science and Engineering Technology, effective October 11, 2023 (formerly Educational Advocate – ASET Division)

1st Year Probationary Administrative Staff Contract, Promotion:

Rick Hubbert, Network, Systems, and Security Architect, effective October 16, 2023-October 15, 2024 (formerly Communication Network & System Administrator, professional staff, replacing John Wyrabkiewicz)

- C. 3. a. (2) Statement of General Fund Revenues and Expenses for the Periods Ending September 30, 2023 (enclosures)
- C. 3. b. (2) Enrollment Management and Student Success Update (Behrens)
- C. 3. b. (3) Enrollment and Student Profile Report (Behrens, Wygonik)
- C. 3. b. (3) The Foundation Update (Myers)
- C. 4. b. (4) President’s Report (enclosure)

3. Board Member and Committee Reports

- C. 4. b. (1) Scheduling the Board Audit Committee meeting (Creagh)
- C. 4. b. (2) Update: 2023 MCCA Board of Directors Meeting, Macomb Community College, September 28-29 (Thayer, Quartey)
- C. 4. b. (3) Update: 2023 ACCT Leadership Conference, Las Vegas,

October 8-12 (Thayer)

C. 4. b. (4) Upcoming Events

October 26 – SEMCOG General Assembly, Rochester

November 7, 2:00 p.m. – Foundation Executive Committee Meeting

November 16, 5:30 p.m. - MCBA “Focus on the Future”, MCCC Dining Room

November 27, 5:30 p.m. – Board of Trustees Meeting

For more events happening at MCCC, please click on the following links

[Events at MCCC](#)

[October 2023 edition of Happenings](#)

C. Adjournment

If you have a disability and need special accommodations, please contact the Office of Human Resources at least five business days before the scheduled meeting by calling (734) 384-4245, or by writing to this office at Monroe County Community College, 1555 South Raisinville Road, Monroe, MI