

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

Board of Trustees Room, Z-203  
La-Z-Boy Center  
5:30 p.m., February 24, 2025

BUSINESS MEETING AGENDA ITEM

A. Call to Order

Call to Order by Chair of the Board

- A. 1. a. (1) A Moment of Silence for Dr. Ronald Campbell, first President of Monroe County Community College.

B. Recommended Actions

1. Routine Matters

- a. Polling of the 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. Pulled items will move to the 4. New Business area of the Agenda.)

- B. 2. a. (1) Approval of the minutes of the regular meeting of January 27, 2025 and the special meetings of January 29 and 30, 2025 (enclosures)

- B. 2. a. (2) Board Authorization for the President to Execute Probationary Administrative Contract (enclosure)

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

*Shawn McBride, Emergency Medical Services (EMS) Director  
First-Year Probationary Contract  
Effective March 3, 2025 through June 30, 2026.”*

- B. 2. a. (3) Board Authorization for the President to Execute a Professional Staff Contract

Recommended motion: *“that the Board authorizes the President to execute a professional staff contract for:*

*McKade Shultz, Academic Skills Coordinator – Upward Bound,  
One-Year Probationary Contract  
Effective February 10, 2025 through February 9, 2026.*

*Omaira Ortiz, Assistant Director Multicultural & Community Engagement,  
One-Year Probationary Contract  
Effective February 12, 2025 through February 11, 2026.”*

B. 2. a. (4) Board Authorization for the President to Execute a Continuing Faculty Contract

Recommended motion: *“that the Board authorizes the President to execute a continuing faculty contract for:*

*Elizabeth Hartig, Reference Librarian/Public Services  
Continuing Contract  
Negotiated Date, TBA.”*

B. 2. a. (5) Board Authorization for the President to Execute a Faculty Contract

Recommended motion: *“that the Board authorizes the President to execute a faculty contract for:*

*Meagan Shanafelt, Simulation and Nursing Lab Coordinator  
First-Year Probationary Contract  
Effective February 10, 2025 through (Negotiated Date, TBA).”*

3. Old Business

B. 3. a. (1) Recap of the Board Retreat (Aaron Mason. Board Chair)

4. New Business

B. 4. a. (1) Recommendation of Foundation Directors Appointment/Reappointment

Recommended motion: *“that the MCCC Board of Trustees approve the appointment/reappointment of the following directors being recommended by The Foundation Board of Directors, pursuant to Section 5.4 of the Bylaws of The Foundation at Monroe County Community College:*

*Appointment of Group III Director for a Three-Year Term Expiring December 31, 2027*

- *Joel Spotts*

Reappointment of Group III Directors for Three-Year Terms Expiring December 31, 2027

- Ignazio Cuccia
- Keith P. Masserant

Reappointment of Group V Directors for Three-Year Terms Expiring December 31, 2027

- William H. Braunlich
- H. Douglas Chaffin
- Michael R. Meyer.”

B. 4. a. (2) Proposed Revision of Policy 3.11(s), Writing Fellows Policy

Recommended motion: *“that the Board approve Policy 3.11(s), Writing Fellows Policy, as revised.”*

B. 4. a. (3) May 6, 2025 Millage Ballot Language (Quartey)

Recommended motion: *“that the Board authorizes the president to remove the millage ballot language from the May 6, 2025, regular election ballot.*

C. Information and Proposals

1. Delegations

2. Non-staff Communications and Reports

NONE

3. President and Staff

C. 3. a. (1) Staff Appointment, One-year Professional Staff Contracts, 1<sup>st</sup> Year Probationary Administrative Contract, Continuing Faculty Contract, 1<sup>st</sup> Year Probationary Faculty Contract

Staff Appointment:

Nick DeArmond, Power Systems Trainee, effective February 3, 2025 (replacing Jacob Johnson)

One-Year Probationary Professional Staff Contracts:

McKade Shultz, Academic Skills Coordinator – Upward Bound, effective February 10, 2025 (replacing Larry Smith)

Omaira Ortiz, Assistant Director Multicultural & Community Engagement, effective February 12, 2025 (replacing Nancy Lucero)

1<sup>st</sup> Year Probationary Administrative Contract:

Shawn McBride, Emergency Medical Services (EMS) Director, effective March 3, 2025 through Negotiated Date, TBD (new position)

Continuing Faculty Contract (Negotiated Date, TBA):  
Elizabeth Hartig, Reference Librarian/Public Services

1<sup>st</sup> Year Probationary Faculty Contract (2-10- 2025 - Negotiated Date, TBA):  
Meagan Shanafelt, Simulation and Nursing Lab Coordinator

- C. 3. a. (2) Statement of General Fund Revenues and Expenses for the period ending January 31, 2025 (enclosures; delivered under separate cover))
- C. 3. a. (3) Library and One Book, One Community Update (Hartig)
- C. 3. b. (1) President’s Report (enclosure)(Quartey)
- C. 3. b. (2) The Foundation Report (Myers)
- C. 3. b. (3) Closed Session – Monroe County Community College Faculty Association (MCCCFA) Negotiations

Recommended motion: “that the Board meet in closed session in accord with Sections 8(c) of the Michigan Open Meetings Act to discuss issues related to the negotiation of a collective bargaining agreement.”

### 3. Board Member and Committee Reports

- C. 4. b. (1) Upcoming Events
  - February 24, 7:00 p.m. – College/Community Symphony Band and Agora Chorale Concert – Meyer Theater
  - March 1, 8:00 p.m. – Imposters in Effect: Beastie Boys Tribute – Meyer Theater
  - March 6, 5:00 p.m. – MCCA Presidents Committee Meeting, Lansing
  - March 8, 8:00 p.m. – Comedian David Koechner – Meyer Theater
  - March 24, 5:30 p.m. – Board of Trustees Regular Meeting**
  - April 5-8, Higher Learning Commission Annual Conference, Chicago, IL
  - April 7, 6:00 p.m. – The Foundation Board of Directors Meeting
  - April 17, 8:00 a.m. – 3:00 p.m. – MCCA Capitol Day, Lansing

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

[Events at MCCC](#)

[MCCC Happenings Newsletter](#)

### D. 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