

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., January 27, 2025

BUSINESS MEETING AGENDA ITEM

A. Call to Order

Call to Order by Chair of the Board

Administration of Oath of Office to Linda M. Roberts and Kristy Svatek - Whitson by the Honorable Judge Cheryl Lohmeyer.

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 November 25, 2024 (enclosure)

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

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

*Curtis Creagh, Vice President of Finance and Administration
Third-Year Probationary Contract
Effective July 1, 2025, through June 30, 2026.”*

B. 2. a. (3) Authorization for the President to Execute an Administrative Contract (enclosures)

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

*Christy Chisholm, Director of Nursing
First-year Probationary Administrative Contract
Effective December 20, 2024 through June 30, 2026.”*

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

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

*Maria Al Amin, Associate Professor of Physics
Continuing Faculty Contract
Negotiated date, TBD.”*

- B. 2. a. (5) Authorization for the President to Execute a Continuing Faculty Contract (enclosures)

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

*Hans Lechner, Associate Professor of Geosciences
Continuing Faculty Contract
Negotiated date, TBD.”*

- B. 2. a. (6) Authorization for the President to Execute a Faculty Contract (enclosures)

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

*Talha Iqbal Associate Professor, Electrical Engineering Technology
Third-year Probationary Faculty Contract
Negotiated date, TBD.”*

- B. 2. a. (7) Authorization for the President to Execute a Faculty Contract (enclosures)

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

*Ben Goodwin, Assistant Professor of English
Second-year Probationary Faculty Contract
Negotiated date, TBD.”*

- B. 2. a. (8) Authorization for the President to Execute a Continuing Faculty Contract (enclosures)

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

*Amanda Gregory, Associate Professor of Paralegal
Second-year Probationary Faculty Contract
Negotiated date, TBD.”*

- B. 2. a. (9) Authorization for the President to Execute a Continuing Faculty Contract (enclosures)

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

*Selina Griswold, Associate Professor of Business
Second-year Probationary Faculty Contract
Negotiated date, TBD.”*

- B. 2. a. (10) Authorization for the President to Execute a Professional Staff Contract (enclosures)

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

*Kellie Schreiber, Educational Advocate
One-Year Professional Staff Contract
Effective February 10, 2025 through February 9, 2026.”*

3. Old Business
None

4. New Business

- B. 4. a. (1) Election of Board Officers (Chair, Vice Chair, and Secretary) to Serve for Two-year Terms

Recommended motion: *“that _____ be elected Chair of the Board of Trustees for a two-year term; that _____ be elected Vice Chair of the Board of Trustees for a two-year term; that _____ be elected Secretary of the Board of Trustees for a two-year term.”*

- B. 4. a. (2) Appointment of Treasurer to Board of Trustees

Recommended motion: *“that Curtis E. Creagh, Vice President of Finance and Administration, be named Treasurer of the Board of Trustees of the Community College District of Monroe County, Michigan for a two-year term.”*

B. 4. a (3) Resolution of Commendation – Ms. Deborah Baker

Recommended Motion: *“That the following resolution of commendation for Mrs. Deborah Baker be adopted:*

WHEREAS, Mrs. Deborah Baker has decided to retire from her position at Monroe County Community College, effective January 31, 2025, with her last day of work being January 31, 2025; and

WHEREAS, Mrs. Baker has diligently served Monroe County Community College as a Cashier for the past 16 years; and

WHEREAS, Mrs. Baker began her career at MCCC in 2008 as a part-time Cashier and transitioned to full-time in 2009, becoming an invaluable asset to the department and the college, especially with the consolidation of the Switchboard and Cashier positions; and

WHEREAS, Mrs. Baker demonstrated a commitment to the college's success by actively participating in and contributing to various employee events and committees, helping the college meet its goals; and

WHEREAS, Mrs. Baker effectively managed a wide range of essential tasks associated with her role as Cashier, consistently demonstrating creativity and initiative in streamlining processes; and

WHEREAS, Mrs. Baker exemplified a dependable work ethic, earning a reputation for her proficiency, problem-solving abilities, attention to detail, and dedication to ensuring the smooth operation of the office and division; and

WHEREAS, Mrs. Baker was known for providing excellent customer service, offering assistance with professionalism and warmth to students, stakeholders, and vendors who sought help or information;

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognizes Mrs. Deborah Baker for her 16 years of dedicated service to Monroe County Community College; and

THEREFORE, BE IT FURTHER RESOLVED, that the Board of Trustees expresses its very best wishes for her continued success, well-being, and happiness in the next chapter of her life, with heartfelt appreciation for her contributions to MCCC, on this day, January 27, 2025.”

B. 4. a. (4) Resolution of Commendation – Mr. Michael Costello

Recommended Motion: *“that the following resolution of commendation be adopted:*

WHEREAS, Mr. Michael Costello, has decided to retire from his position as General Maintenance Worker with Monroe County Community College, effective January 31, 2025, and

WHEREAS, for 16 years, he has been considered an outstanding employee who has helped to foster an excellent maintenance program in the Facilities Department, and

WHEREAS, in the performance of this duties he has secured the Certified Cleaning Technician endorsement to assist him in maintaining the College’s buildings, and

WHEREAS, he has served as a mentor, role model and trainer for the custodial student assistants from the Monroe County ISD Transition Center and the Project SEARCH Transition-to-Work Program, and

WHEREAS, he has demonstrated a high level of commitment and dedication to our students, faculty, staff, and community, and

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognize Mr. Michael Costello, 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, January 27, 2025.”

B. 4. a (5) Policy Revision – Policy 3.18, Student Employee Wage Rate (Creagh)

Recommended motion – “that the Board approves Policy 3.18, Student Employee Wage Rate, as revised.”

B. 4. a. (6) Proposed Board Resolution for M&R Renewal Ballot Language

Recommended motion: “that the Board authorizes the following ballot language be placed on the May 6, 2025, regular election ballot:

WHEREAS, the Board of Trustees has determined that, in its exercise of its statutory duties and in order to best serve the needs of the College, a zero-increase renewal of .85 mill be levied by Monroe County Community College for a period of 5 years (2026–2030) 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

This millage proposal would allow the Community College District of Monroe County to levy a zero-increase renewal of .85 mill for a period of 5 years (2026–2030), 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 renewed by .85 mill (\$0.85 per \$1,000 of taxable value) and levied for a period of 5 years (2026–2030), 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 \$6.7 million for the College District in 2026 (this is a renewal of a millage which will expire with the 2025 levy).

[] 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 regular election to be held on May 6, 2025.

THAT IT BE FURTHER RESOLVED, that all other resolutions and/or all parts of other resolutions that conflict with this resolution are rescinded.”

C. Information and Proposals

1. Delegations

2. Non-staff Communications and Reports

None

3. President and Staff

- C. 3. a. (1) Staff Appointments, Probationary Administrative Contracts, Continuing Faculty Contracts, Third-Year Probationary Faculty Contracts, Temporary Full-time Faculty Contract, Retirement, etc.

Staff Appointments:

Emily Grabowski, Cashier, effective January 2, 2025 (replacing Sarah Rorke)

Michael St. Charles, Cashier, effective January 6, 2025 (replacing Deborah Baker)

Shaylynn Rollman, Financial Aid Assistant, effective January 6, 2025 (replacing Madelyn Outen)

Stacy Pearce, High School Liaison/Administrative Assistant, effective January 8, 2025 (replacing Carol Smith (PT) and Pamela Geiger PT))

Michelle Leicht, Administrative Assistant Lifelong Learning, effective January 13, 2025 (replacing Rebecca Fournier)

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

Eric Clark, General Maintenance Worker, effective January 22, 2025 (replacing Mike Costello)

Professional Staff One-Year Probationary Contract:

Kellie Schreiber, Educational Advocate, effective February 10, 2025 (replacing Hazel McPherson)

Third-year Probationary Administrative Contract:

Curtis Creagh, Vice President of Finance and Administration, effective July 1, 2025 through, June 30, 2026

First-year Probationary Administrative Contract:

Christy Chisholm, Director of Nursing, effective December 20, 2024 through June 30, 2025 (Replacing Nicole Garner who served as interim during the vacancy left by the departure of Kimberly Lindquist)

Continuing Faculty Contracts:

Maria Al Amin, Associate Professor of Physics, Negotiated date, TBD

Hans Lechner, Associate Professor of Geosciences, Negotiated date, TBD

Third-Year Probationary Faculty Contracts:

Talha Iqbal Associate Professor, Electrical Engineering Technology, Negotiated date, TBD Associate Professor, Electrical Engineering Technology

Second-year Probationary Faculty Contracts:

Amanda Gregory, Associate Professor of Paralegal, Negotiated date, TBD

Ben Goodwin, Assistant Professor of English, Negotiated date, TBD

Selina Griswold, Associate Professor of Business, Negotiated date TBD

Retirement:

Mike Costello, General Maintenance Worker, effective January 31, 2025

Resignations:

Nancy Lucero-Altamirano, Assistant Director of Multicultural Community and Engagement, effective January 10, 2025

Sarah Fenik, Admissions Assistant, effective January 24, 2025

Larry Smith, Academic Skills Coordinator, effective February 7, 2025

C. 3. a. (2) Statement of General Fund Revenues and Expenses for the periods ending November 30, 2024, and December 31, 2024 (delivered under separate cover) (Creagh)

C. 3. b. (1) Enriching Lives Award Fall 2024 (Enriching Lives Committee Member)

C. 3. b. (2) President’s Report (Quartey)

C. 3. b. (3) Enrollment Report (Behrens and Wygonik)

C. 3. b. (4) The Foundation Report (Myers)

3. Board Member and Committee Reports

C. 4. b. (1) Appointment of Alumnus of the Year Selection Committee

C. 4. b. (2) Appointment of College Supporter of the Year Selection Committee

C. 4. b. (4) Appointment of Officer Nomination Committee Discussion

C. 4. b. (2) Board Code of Conduct for Signatures (enclosure)

C. 4. b. (3) Upcoming Events

February 9-12 – ACCT Community College National Legislative Summit, Washington DC

February 8, 7:30 p.m. – Motortown All-Stars: A Motown Tribute – Meyer Theater

February 29, 2:00 p.m. – Heck’s Market Food Pantry at MCCC Grand Reopening – Founder’s Hall

February 22, 7:00 p.m. – The Big Gig! – Meyer Theater

February 24, 6:00 p.m. – Board of Trustees Regular Meeting

February 24, 7:00 p.m. – College/Community Symphony Band and Agora Chorale Concert – Meyer Theater

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

[Events at MCCC](#)

[MCCC Happenings Newsletter](#)

D. Adjournment

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., Jan 27, 2025

Addendum to Board Agenda

- B. 4. a. (8) Election of Board Officers (Chair, Vice Chair, and Secretary) to Serve for Two-year Terms

Recommended motion: *“that _____ be elected Chair of the Board of Trustees for a two-year term;
that _____ be elected Vice Chair of the Board of Trustees for a two-year term;
that _____ be elected Secretary of the Board of Trustees for a two-year term.”*