

**MINUTES**  
**NORTH CENTRAL MICHIGAN COLLEGE BOARD OF TRUSTEES**  
**REGULAR MEETING – Library Conference Rooms 1 & 2**  
**Tuesday, August 23, 2022 (4:00 p.m.)**

**1. CALL TO ORDER**

Chairman Rasmussen called the meeting to order at 4:00 p.m.

**2. ATTENDANCE**

**PRESENT:** Trustees Fought, Keiswetter, Kring, Rasmussen, and Shorter

**ABSENT:** Trustees Etienne and Shirilla

**3. APPROVAL OF AGENDA**

It was moved by Trustee Fought and supported by Trustee Shorter that the agenda be approved with the following additions:

- 9.d. Campus Signage update
- 9.e. Great Lakes Boat Building School Articulation Agreement

**AYES:** Trustees Fought, Keiswetter, Kring, Rasmussen, and Shorter

**NAYS:** None

**ABSENT:** Trustee Etienne and Shirilla

**4. APPROVAL OF MINUTES**

It was moved by Trustee Kring and supported by Trustee Fought that the minutes of the July 26, 2022 Regular Meeting be approved as drafted.

**AYES:** Trustees Fought, Keiswetter, Kring, Rasmussen, and Shorter

**NAYS:** None

**ABSENT:** Trustee Etienne and Shirilla

**5. NCMC WELCOMES MCCA PRESIDENT BRANDY JOHNSON**

President Finley welcomed and introduced MCCA President Brandy Johnson. Brandy shared her background, including experience as a 1<sup>st</sup> generation college student, work as Governor Whitmer's education policy advisor, experience managing Sixty by 30 in Michigan's Department of Labor and Economic Opportunity, which aims to close the skills gap and have 60% of working-age Michiganders earn a certificate or college degree by 2030, and her current role as President of the MCCA. Visiting NCMC's campus today was stop number 16 in her goal of visiting all 28 of Michigan's public community colleges, and two tribal colleges that comprise the MCCA.

Brandy presented a Certificate of Completion of MCCA's Leadership Academy to Michele Andrews, Dean of Business and Adjunct Faculty at NCMC. She also presented two pins recognizing years of dedication as Trustees on the Board at NCMC; Trustee Jim Shirilla for 10 years of service and Trustee Dan Rasmussen for 5 years of service.

President Finley spoke about his experience at the MCCA Summer Conference July 27-29 in Traverse City. They covered politics and policies, creating limitless innovation on campus, and the State of the Association's Strategic Plan. Trustee Keiswetter also attended the conference, and she shared her notes with fellow Trustees. VPAA Strom, VPSA DeYoung, and Dean Andrews attended the conference as well.

## 6. COMMUNICATIONS

President Finley shared the following communications:

a. August 1, 2022 - NCMC Announces new Engineering Technology Degree Pathway

New program pathway also allows for stackable, industry-recognized micro-credentials

Students planning to pursue a bachelor's degree in engineering technology can now begin their education closer to home — and at a significant cost savings — thanks to [NCMC's](#) newest program of study.

Available this fall, the Associate of Science degree with a concentration in Engineering Technology allows graduates to fulfill general education requirements, with a strong foundation in math, science and engineering, prior to moving on to a bachelor's degree program at a university. Credits earned will transfer to North Central's partner institutions, including Central Michigan University, Ferris State University and Lake Superior State University.

The new degree pathway is the latest development in North Central's bid to become a leader in Industry 4.0, so named because it represents the fourth industrial revolution: smart factories featuring autonomous machines, automated production and advanced robotics powered by data and machine learning. Embedded within the program's curriculum are standards set by the Smart Automation Certification Alliance (SACA), which is the world's only credentialing entity that provides certifications and stackable micro-credentials related to Industry 4.0.

Learning will take place inside the college's new Manufacturing and Engineering Technology Lab, home to hands-on training systems ranging from electro-mechanical systems to industrial robots, fluid power, drives and motors. In the center of the lab is an Amatrol 870 Mechatronics System, a replica of the modern smart factory that integrates each individual lab component into one large, fully automated manufacturing line.

...

For more information visit <https://www.ncmich.edu/community-events/news-and-press-releases/engineering-technology-pathway.html>

b. Thank you card, received from Keith Pretty

Keith Pretty, President Emeritus at Northwood University in Midland, MI, recently sent a thank you card to campus. Allow me to share this with everyone.

*Dear David,*

*Thank you for a wonderful lunch and introduction to your College. I accept your offer to serve on the President's Advisory Council and look forward to the upcoming meeting. Amy Gillard will shortly get you additional information on the H.S.F.O.T.B.. It would be great to have the College involved again.*

*Please let me know if you would like further information.*

*Sincerely,*

*Keith Pretty*

c. Thank you from Foundation/Donation in Recognition of Irma Noel

*Dear Dr. Finley,*

*Thank you for the College's generous donation of \$1,000 to the NCMC Foundation, given in honor of Irma Noel's board service. Based on Irma's preferences, this gift has been designated for our Unrestricted Fund and will be applied to the area of greatest need. We appreciate this thoughtful tribute to Irma!*

*On behalf of the Foundation Board of Directors and the College, thank you for investing in North Central, our students and our community.*

*Irma certainly made her mark on this institution!*

*Sincerely,*

*Chelsea Platte*

d. NCMC New Fast Track Programs: Featured on 7 & 4 News and in Petoskey News Review Article

On July 22, 2022, UpNorth Live's Josh Kurman reported on NCMC adding to its Fast Track programs. Stephen Strom, VP of Academic Affairs was interviewed and spoke to expanding from healthcare to fields like manufacturing, skilled trades and business.

*The programs began earlier this year with options to take condensed versions of healthcare trainings, in subjects like phlebotomy or an EKG certification.*

*Staff say the new programs are formatted around certifications that might take months and are required for certain jobs.*

*"I think it benefits both the employers and the students because you can move through the training in a faster way, hence the term 'fast-track', and get you into the workforce quickly," Stephen Strom, the college's vice president of academic affairs.*

*"So, I think the important part is that these programs provide the students the opportunity to sit for and pass either state level, national, or industry level certifications in those particular disciplines," Strom.*

...

The news report can be watched here <https://upnorthlive.com/news/local/north-central-michigan-college-to-adding-to-its-fast-track-program>

On August 5, 2022, Karly Graham with the Petoskey News Review Published the article: "NCMC Launches 10 New Fast Track Programs"

*Open to students and non-students alike, North Central has introduced 10 new “fast track” programs, offering streamlined introductions to the skills needed in different career tracks, each course ending with a certification, instead of credits.*

*“They’re not your typical NCMC students,” said Christy Lyons, the college’s director of corporate and community education. “Anybody could apply for it. So, it could be someone that’s in their 40s and it’s just for a new career — it could be somebody in their 20s that hasn’t figured out what they want to do, and this is a nice quick way to get into the workforce.”*  
*The offered programs are in career paths with many opportunities — and with a current demand for employees.*

*The new programs include:*

- *Electronic Health Records Specialist*
- *Medical Assistant*
- *Patient Care Technician*
- *Pharmacy Technician*
- *Phlebotomy Technician*
- *Automotive Repair Technician*
- *HVAC Technician*
- *Intro to Mechatronics*
- *CNC Operator*
- *Bookkeeping With Quickbooks*

...

Full article can be found here

<https://www.petoskeynews.com/story/news/education/2022/08/05/ncmc-offering-10-new-career-focused-fast-track-programs/10233877002/>

- e. On August 5, 2022, Paul Welitzkin with the Petoskey News Review published the article “Election observer ...” The article featured NCMC’s professor of political science Scott LaDeur. Scott gave a rundown of the candidates on the ballot for the November election.

...

Congratulations Scott! Full article can be found here

<https://www.petoskeynews.com/story/news/politics/elections/2022/08/05/republican-candidates-enter-fall-campaign-in-strong-position/10225118002/>

## 7. SCHEDULED PUBLIC COMMENT

None.

## 8. FINANCIAL REPORT

Dr. Tom Zeidel, Vice President for Finance & Facilities was asked by Trustee Fought to provide a financial report for July 2022. Tom certified that the financials as of July 2022 are within the adopted tentative budget for 2022-23.

It was moved by Trustee Fought and supported by Trustees Kring and Keiswetter that the financial report and statement of bills be accepted as submitted.

AYES: Trustees Fought, Keiswetter, Kring, Rasmussen, and Shorter  
NAYS: None  
ABSENT: Trustee Etienne and Shirilla

## 9. PRESIDENT'S REPORTS

President Finley provided updates on the following items:

### a. Athletics Update

The NCMC Women's Volleyball team had their first scrimmage on August 11<sup>th</sup>, and they won both matches against Bay College and Alpena College! The Athletic Training room is completed and the concessions area is also ready to go. The scoreboard arrived this past Saturday. Bleachers are expected at the end of September

### b. Classroom Technology Upgrades Update

Technology upgrades to all classrooms & conferencing spaces are still in progress using HEERF funds. This will standardize AV equipment across campus and enhance the learning experience. It will also assist if we need to revert to all or partial distance learning. Upgrades are projected to be completed shortly.

### c. Charlevoix County Focus Panels/Survey

Invitations were mailed out last week asking a variety of Charlevoix county residents to participate in 11 different focus panel sessions on September 12<sup>th</sup> and 13<sup>th</sup>. The goal of these sessions is to seek the input and opinions of Charlevoix County leaders, long-term residents, educators, and others about the feasibility of adding Charlevoix County to the NCMC service district and inviting them to be a part of the NCMC family. Currently, Charlevoix County is not a part of any community college district.

### d. Campus Signage Plan Update

On Thursday, August 18<sup>th</sup>, the City of Petoskey Planning Commission approved North Central's exterior Campus Signage Plan. The new signage will be building-based, denoting functions within the building where appropriate, and not parking lot-based. Thirty-four new signs will replace thirty existing signs.

### e. Great Lakes Boat Building School Articulation

The Great Lakes Boat Building School Articulation agreement was signed in Cedarville, Michigan earlier today. Students participating in their programs of study will be able to transfer to NCMC to complete and AGS or an AGS with MTA degree here.

## 10. COMMITTEE REPORTS

### a. Personnel Committee

Trustee Shorter shared that the committee met virtually to discuss two recommendations for new hires:

#### i. Academic Advisor

A search advisory committee reviewed eighteen applications for the Academic Advisor position. Three candidates were chosen to be interviewed by the committee, and Shana Kingma was selected for recommendation.

Shana has a long history with North Central as she was a part time worker in the admissions department for over three years. She is currently filling a temporary role in Students Services, working in the Admissions Department

Shana has a Bachelor of Science in Sociology, and Minor in Business Administration from Central Michigan University. She has worked in K-12 education for six years (2008-2014), as a title I tutor and classroom assistant, has also been a Services Specialist-Investigator/Case Manager with MDHHS/Children's Protective Service and worked at North Central as the Outreach and Engagement Specialist.

It was moved by Trustee Shorter and supported by Trustees Kring and Keiswetter that the Board hire Shana Kingma at a salary of \$52,500 with a start date on September 19, 2022.

AYES: Trustees Fought, Keiswetter, Kring, Rasmussen, and Shorter  
NAYS: None  
ABSENT: Trustee Etienne and Shirilla

#### ii. Disability Services Coordinator/Academic Advisor

A search advisory committee reviewed seven applications for the Disability Services Coordinator/Academic Advisor position. Four face-to-face interviews were conducted, and Cody Gascho was selected for this position.

Cody brings many different experiences to this position. He currently is working at Disability Network of Northern Michigan as a Transition Specialist and IL Program Manager. He has experience working with various populations; youth, at-risk, disabled and with a variety of community and government agencies, organizations, and stakeholders. He has expertise in helping to cultivate an atmosphere where all can be heard, and people feel cared for all while having fun.

Cody has a Bachelor of Arts in Psychology with a minor in Sociology and Christian Ministries from Spring Arbor University. He has experience working as an At-Risk Aide at Johannesburg Lewiston High School as well working at Crawford Oscoda Ogemaw Roscommon (C.O.O.R.) Intermediate School District as a Case Manager. He oversaw all case management for two separate programs involving at risk youth.

It was moved by Trustee Shorter and supported by Trustee Keiswetter that the Board hire Cody Gascho at a salary of \$59,000 with a start date on September 26, 2022.

AYES: Trustees Fought, Keiswetter, Kring, Rasmussen, and Shorter  
NAYS: None  
ABSENT: Trustee Etienne and Shirilla

b. Foundation Committee

Chairman Rasmussen called upon Chelsea Platte, Executive Director of the Foundation to provide the semi-annual update to the board.

Chelsea was thrilled to share that the total raised from fundraising for FY 2022 was just over \$3 million. Of the total amount raised, \$2.3 million was outright cash/gifts, and \$730 thousand was pledged. The breakdown of area of impact was 50% major gifts, 40% planned gifts and 10% annual giving. The breakdown of where the funds were directed, was 50% unrestricted funds, 20% scholarships, 15% for the Borra Learning Center, and 8% for athletics. Portions were also designated for the Child Care initiative, general program support, and the Student Success fund. In the past five years, over \$10 million has been raised!

11. STUDENT SUCCESS

a. NCMC Graduate Loriel Grigsby

President Finley shared that we are fortunate to have former NCMC student Loriel Grigsby, a Petoskey native with us today. Loriel graduated this past June with an Associate of General Studies. She is now the Programming and Accounting Associate at Petoskey-Harbor Springs Community Foundation.

Loriel was invited to speak and shared her story. She graduated from Petoskey High School and began taking classes at NCMC in 2007. She knew she always wanted to work for the community and in a non-profit capacity. She originally intended to go into Early Childhood Education and enjoyed working with Jennifer Wixson. Loriel took a short hiatus when COVID began. When she returned, Loriel took a class she really enjoyed with Chet Jessick, and shifted gears to focus on business.

Loriel is now registered for classes at Central Michigan University with a major in Organizational Leadership and a minor in Business Communications. She has a 7-year goal to complete her Masters degree after that. Loriel is setting a wonderful example for her 11-year-old daughter, and we are so very proud of her!

12. OLD BUSINESS

None.

13. NEW BUSINESS

None

14. UNSCHEDULED PUBLIC COMMENT.

None.

15. ADJOURNMENT.

There being no further business, Trustee Rasmussen motioned and Trustee Keiswetter supported that the meeting be adjourned at 4:45 p.m.

AYES: Trustees Fought, Keiswetter, Kring, Rasmussen, and Shorter  
NAYS: None  
ABSENT: Trustee Etienne and Shirilla



/S/ Dan Rasmussen, Chairman



/S/ Melissa Keiswetter, Secretary