

MINUTES
NORTH CENTRAL MICHIGAN COLLEGE BOARD OF TRUSTEES
REGULAR MEETING – Library Conference Rooms 1 & 2
Tuesday, September 27, 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 Etienne, Fought, Keiswetter, Kring, Rasmussen, and Shirilla

ABSENT: Trustee Shorter

3. APPROVAL OF AGENDA

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

- 9.a.iii. Set Day/Time for Personnel Committee Meetings
- 9.b.ii. President Finley's 2022-23 Salary Adjustment

AYES: Trustees Etienne, Fought, Keiswetter, Kring, Rasmussen, and Shirilla

NAYS: None

ABSENT: Trustee Shorter

4. APPROVAL OF MINUTES

It was moved by Trustee Fought and supported by Trustee Kring that the minutes of the August 23, 2022 Regular Meeting be approved as drafted.

AYES: Trustees Etienne, Fought, Keiswetter, Kring, Rasmussen, and Shirilla

NAYS: None

ABSENT: Trustee Shorter

5. COMMUNICATIONS

President Finley shared the following communications:

a. Former faculty member Woody Derrohn has passed away

Woody Edwin Derrohn, 81, passed away on September 5, 2022, at his home.

Son of Woodruff and Gladys Derrohn, Woody was born on September 1, 1941, in Detroit, Michigan at the Ford Hospital. He grew up in Detroit and Alpena, Michigan.

Woody served in the Marine Corps. He was then a professor at North Central Michigan College for 37 years. He taught political science and sociology. Woody loved the Petoskey-Bay View Country Club, Petoskey and living on Crooked Lake. He also loved to hunt.

Woody is survived by his wife Katie; his daughter Shaynee (Phil) Fanara; and grandsons Sam and Charlie. Those wishing to make a donation in Woody's memory are asked by family to consider Hospice of Michigan. A casual cocktail hour was held at the Petoskey-Bay View Country Club on September 12, 2022. President Finley offered his condolences.

- b. September 6, 2022 – NCMC Announces Fall 2022 Luncheon Lecture lineup
NCMC’s popular Luncheon Lecture series resumed in an in-person format on September 23, 2022. A variety of topics will be featured, including a harrowing Air Force rescue, the great observational powers of the Webb telescope, how “do-gooders” can do better, the meaning of a new state law requiring kindergarteners to get dental exams, the relationship between classical music and totalitarian regimes, an analysis of the results of the November 8 midterm election, and information about Harbor Hall.

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All hour-long programs will be held at noon on Fridays in the Library Conference Center. The attendance fee is \$15 and this cost includes a lunch buffet served at 11:30 a.m. Pre-registration is required at <https://www.ncmclifelonglearning.com/events>.

More information can be found at <https://www.ncmich.edu/community-events/news-and-press-releases/fall-2022-luncheon-lecture-lineup.html>

- c. August 26, 2022 – *Starting a Program: NCMC College Athletics* on MISportsNow & Channel 9/10 News
Channel 9/10 News shared a 22-minute video detailing the startup of our intercollegiate athletics program. A clip from the video was also featured on the Channel 9/10 News’s first Sports Overtime of the fall season to help promote it.

A BIG thanks to Athletic Director Ashley Antonishen for playing a huge role in making this happen!

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 August 2022. Tom certified that the financials as of August 2022 are within the adopted tentative budget for 2022-23.

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

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

9. PRESIDENT’S REPORTS

President Finley provided updates on the following items:

- a. Strategic Plan performance for 2021-22
Carol Laenen, VP of Marketing, shared the results of our performance regarding the 2021-22 Strategic Plan. Out of the four strategic directions, containing twelve goals with 57 total objectives, 39% have been fully met, 39% are partially met, 12% are not yet due to be met, and 10% have not yet been met.

- b. Sara Glasgow, Dean of Liberal Arts, recently had her article, “One Person’s Dystopia...: Competing Visions of Liberalism in *The Giver*”, published in the peer-reviewed publication, *Children’s Literature Quarterly*. We are very proud of Sara as she continues her graduate work in English.
- c. Jennifer Wixson reported the ECE program was recently awarded funds to complete the accreditation process for the National Association for the Education of Young Children (NAEYC). The grant, \$8744, was awarded from the Michigan Association for the Education of Young Children (MiAEYC).

The grant will cover the full cost of the accreditation process: application fee, self-study, accreditation review, site visit, and the annual fee for the first year. This is a great opportunity to explore the value of accreditation, as well as work on program quality and assessment with the support of NAEYC at no cost to NCMC! Thank you, Jenn Wixson, for your hard work and endeavors to make great things happen for our ECE program.

- d. CCE Reorganization Announcement

It is with excitement and commitment that I share with you plans to restructure the College’s Corporate & Community Education (CCE) Department. This action is an important step toward achieving our vision of creating an even more robust comprehensive community college here in Northern Michigan.

CCE has developed a five-year business growth plan with the intent of returning significant revenue to the College over this period. Per this plan, CCE will be better than breakeven financially beginning in Year 1. All CCE operations are part of this plan: Fast Track (accelerated non-credit training), Lifelong Learning, career & technical education training, and workforce/corporate training.

In order to effectively execute this plan, changes to the department’s organizational structure are necessary. The current CCE Director will move into the role of Dean of CCE. The CCE Administrative Assistant will be promoted into a new CCE Administrative Manager post. The CCE Administrative Assistant vacancy will be posted promptly for recruitment. This is a member of the CMO (staff) Association.

With this reorganization, we will be embracing the comprehensive mission of a community college: transfer, vocational (CTE), developmental, and continuing education. Please remember, these missions are truly complimentary... growth in one has positive impact on the others.

Thanks to all for your support of this important initiative at North Central.

- e. Ribbon-cutting ceremony to mark the launch of intercollegiate athletics
Mark your calendars for Friday, November 18th. At 6:00-6:15 pm, there will be a Ribbon-cutting ceremony during half-time of the women’s basketball game, which begins at 5:30 pm. A reception to celebrate this step in the life of the College will be held from 6:45 to 7:30 pm, followed promptly by the men’s basketball game.

10. COMMITTEE REPORTS

- a. Personnel Committee

Trustee Shirilla reported that the Personnel Committee met on Friday, September 16, 2022, to conduct business.

i. President Finley’s 2021-22 Goals/Performance Review

The first topic was to review the Presidential Goals of 2021-22. This process has been in effect for many years to evaluate the performance and accountability of the College President. The Personnel Committee concluded that the process is still working and recommended to the Finance & Facilities Committee to make an adjustment in the president’s compensation.

ii. Personnel Committee hiring approval protocol revision

The second item to review was the Board of Trustee’s hiring practice that has been in affect for many years. We are still in reviewing and working to develop a more efficient and appropriate process. Discussions will continue, and the Personnel Committee will report out their findings in due time.

iii. Set day and time for Personnel Committee Meetings

Trustee Shirilla also shared that the Personnel Committee discussed setting a standing time and date for their meetings, so as to have a more consistent and reliable meeting time. It was agreed to set standing meetings the second Tuesday of each month, at 4 p.m.

b. Finance & Facilities Committee

The Finance & Facilities Committee met on Wednesday, September 21, 2022, to review financials and several other items.

i. Practices – Local Strategic Value Grid

Each year the College is required to report to the State Budget Office, Office of Education how it is meeting "best practices" under three categories, Economic Development and Business or Industry Partnerships, Education Partnerships, and Community Service, with each category containing five subparts. This reporting requirement is set forth in Sec. 230 of PA 144 of 2022.

An eleven-page document has been prepared and distributed to each Board member identifying the three categories, the five detailed requirements of each category, and how the College is meeting each requirement.

The State requires that the Board certify that best practices have been met. This certification is critical for the State appropriation purposes.

Trustee Fought moved and Trustee Keiswetter supported that North Central Michigan College meets the best practices standards required for State appropriations under Michigan Public Act 144 of 2022, as detailed in the “North Central Michigan College Local Strategic Value Table”.

AYES: Trustees Etienne, Fought, Keiswetter, Kring, Rasmussen, and Shirilla

NAYS: None
ABSENT: Trustee Shorter

ii. President Finley's 2022-23 Salary Adjustment

Upon receiving a favorable review of President Finley's 2021-22 performance from the Personnel Committee, the Finance & Facilities Committee has agreed upon a 4% increase in his salary. This is consistent with the percentage increase received by all other Administrative Personnel for the current fiscal year.

Trustee Kring moved that the Board approve the 4% increase in salary for President Finley, based upon his favorable performance review. This salary increase will be retroactive to July 1, 2022.

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

11. STUDENT SUCCESS

a. NCMC Welcome Desk Staff

Dr. Finley was thrilled to introduce three of the five Welcome Desk student staff members.

Kaitlyn Hammerle is a graduate from Boyne Falls High School. She is pursuing her Associates Degree with a focus in Early Childhood Education and plans to transfer to LSSU to pursue her Bachelor degree. She hopes to some day open a preschool in an underprivileged area. Her favorite thing at NCMC right now is the dorm life, and she loves having Leon as their Director of Campus Housing.

Stephanie Maendel is a familiar face here, having sung the National Anthem at North Central's 2022 Commencement. She grew up in Petoskey just 10 minutes from campus. She will graduate this spring with an Associate of Arts degree. Following that, she would like to pursue a Bachelor's degree in Communications and attend Seminary school. Her long-term goal is to teach Religion and Theology at the college level. Stephanie loves the faculty and relationships she has built here at NCMC.

Sarah Hartley graduated from Mancelona High School and commutes here to NCMC. She proudly shared that she and her family have many animals at home. She is pursuing her Associate of Science here at NCMC, and Sarah would one day like to work at a college.

Two students were unable to attend in person. Dr. Finley shared some information with the Trustees: Kendal Fischer is studying General Studies and plans to transfer to Central Michigan University or Northern Michigan University. She's interested in studying environmental science with a focus in urban planning. Kendall was not able to join us as she is on a bus headed to Alpena to play volleyball for NCMC.

Sarah Baldwin is working towards her Associate of Arts degree, and she will graduate this spring. Her future goal is to be accepted to an Ivy League school, preferably Princeton University. From there she hopes to pursue a bachelor's degree in Public Affairs and International Relations, with a special focus on foreign policy dealing with China. Sara was not able to join us as she is currently in class.

12. OLD BUSINESS

None.

13. NEW BUSINESS

Trustee Rasmussen shared that the December 27, 2022 Regular Board meeting will be cancelled. The Organizational meeting will be scheduled for January 9th at 4 pm.

14. UNSCHEDULED PUBLIC COMMENT.

None.

15. ADJOURNMENT.

There being no further business, Trustee Fought motioned and Trustee Etienne supported that the meeting be adjourned at 4:34 p.m.

AYES: Trustees Etienne, Fought, Keiswetter, Kring, Rasmussen, and Shirilla

NAYS: None

ABSENT: Trustee Shorter



/S/ Daniel D. Rasmussen, Chairman



/S/ Melissa Keiswetter, Secretary