

MINUTES
NORTH CENTRAL MICHIGAN COLLEGE BOARD OF TRUSTEES
SPECIAL MEETING - PERRY HOTEL RETREAT ROOM
Tuesday, November 28, 2023 (12:00 p.m.)

1. CALL TO ORDER

Chairman Rasmussen called the meeting to order at 12:10 p.m.

2. ATTENDANCE

PRESENT: Trustees Etienne, Fought, Keiswetter, Kring, Pretty, Rasmussen and Shirilla.

ABSENT: None.

Additional attendees: President Finley, VP of Finance & Facilities Tom Zeidel, AFPS President Chet Jessick

3. APPROVAL OF AGENDA

It was moved by Trustee Fought and supported by Trustee Kring that the agenda be modified to include item 7. b. Personnel Evaluation for President Finley.

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

NAYS: None.

ABSENT: None.

4. STATEMENT OF PURPOSE

Chairman Rasmussen stated the Purpose of Meeting is to discuss Strategic Planning

5. TRANSACTION OF BUSINESS

- a. Board Organization. It was noted to correct an error on the Personnel Committee and replace Trustee Kring with Trustee Etienne.

It was moved by Trustee Rasmussen and supported by Trustee Etienne that the vacancies created on the Bylaws and Policy Committee and the Personnel Committee by the resignation of Jennifer Shorter be filled by Trustee Pretty.

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

NAYS: None.

ABSENT: None.

- b. December Board Meeting

It was moved by Trustee Keiswetter and supported by Trustee Etienne that the December 26, 2023 Regular Meeting of the Board of Trustees be cancelled.

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

NAYS: None.

ABSENT: None.

- c. Enrollment/PERC Plan/Dashboard

President Finley shared the final 2023 Fall Enrollment Report Summary completed by Registrar Joe Balinski, dated 10/5/2023. It was noted Final head count was down 8 students; however, both credit and tuition hours were up over 1%. Online and hybrid courses increased by 6.7%.

Looking forward, President Finley shared information from a recent enrollment report. As of this week, headcount is at 1027 for W24, compared to 959 at this time last year, up 7%. FTE is 602 compared to 597 this time last year, up 4%. In a discussion around withdrawals during the semester, it was noted the IR department is working with the Student Success Committee to develop a Dashboard to better track enrollment information. This new dashboard will also track persistence, enrollment, retention, and completion (PERC), and provide us with disaggregated data.

d. New Academic Programs/Program Review

President Finley shared a list of new academic programs that have been developed in the past year. He praised the Faculty, the Deans, and VP Strom who have contributed a lot of energy on this front. New programs noted: AA concentrations in Global Studies, Teacher Education, AAS Degrees in Digital Art & Design, and Mechatronics, Certificate programs in Mechatronics and Practical Nursing (LPN), and the Certified Nursing Assistant (CAN) Fast Track Program in partnership with Bay Bluffs.

We are beginning the process of Academic Program Review. We have now established a 6-year cycle for review and are excited to begin travelling this path.

e. Higher Learning Commission (HLC) Reaccreditation

Dr. Finley shared that our next significant reaccreditation cycle by the HLC is right around the corner. We will have a visit in March 2025. We are just beginning to write the Self Study Report. This is an important initiative and one we are on top of.

f. Campus Initiatives

i. Campus Climate Survey this Fall

President Finley shared that this month we are conducting a campus climate survey. A year and a half ago the decision was made to shift from our internal homegrown survey to the PACE Community College Survey by the BELK Center for Community College Leadership based at North Carolina State University. This decision was made with input from our Institutional Research Committee. It is being administered November 6 through December 1, 2023. By using an external Climate Survey, we have more opportunities to gain new perspectives on the climate at North Central, comparative data with other community colleges, and ensure confidence in the anonymity of this survey.

ii. Inviting Charlevoix County to join the North Central Michigan College District

President Finley shared that we have had this on the goals list since before the pandemic. We were successful on several other fronts that now adds to the growing number of initiatives in play.

- CATEE Complex Project
- ADN->BSN Completion program
- Child Care Initiative Phase II (CCAMPIS Grant, other funding)
- PERC Plan
- HLC Reaccreditation
- Tax levy coming due in 2026

Current thinking is that we press pause on inviting Charlevoix County to join the NCMC District for now and focus on current and immediate initiatives. We plan to circle back to this initiative at a more appropriate time.

The trustees concurred with this plan.

iii. CATEE Complex Project

Construction costs have more than doubled since 2017. We are working to determine what we can build with available funding. Cornerstone Architects is completing the schematic design.

VP of Finance & Facilities Tom Zeidel shared that he recently suggested the idea of using a private bond issue to the Finance & Facilities Committee. This would offset the multi-year donations and allow cash to be available for construction up front.

iv. Campus Signage Project

VP Zeidel provided an update on the signage plan. We are currently working through the process of fabrication and installation with the selected vendor, Signplicity. Once external signage has been completed, we will focus on internal signage.

v. Critical Incident Mapping (Safety)

VP Zeidel shared that all Community Colleges in Michigan recently received funding to participate in a Statewide project to increase safety by implementing Critical Incident Mapping for all schools, colleges, and universities. This project will digitize floor plans to share with public safety entities. The college is awaiting a quote before proceeding. This process will take place over the next year.

vi. New Housing on Campus

President Finley recapped the course of discussion regarding construction of new housing on campus. The cost derived from designed schematics is more than double what was initially anticipated (cost to build in 2017). We continue to seek State and Federal funding.

Our current dorms have been updated on three floors. We have also added 30 additional beds. Our plans for next summer are to update two more floors. Two

years out the goal is to update the last remaining floor, kitchens, and common area. The current dorms were built in 1968. A new residence hall would be apartment style living, and it would also serve as an incentive/retention tool for students.

g. Commencement Speaker/Honorary Degree

President Finley shared out some ideas for the 2024 Commencement Speaker.

Additional ideas were welcomed. Chet Jessick suggested a few local alumni and will continue to brainstorm.

President Finley also suggested two Honorary Degree candidates.

6. PUBLIC COMMENT

AFPS President Chet Jessick wanted to share some thoughts regarding negotiations. He noted the way negotiations are currently being handled is not how they were done in the past, and he shared the background history of negotiations from his perspective. Chet feels that having a lawyer present is an impediment. Current negotiations have been in process since February. Chairman Rasmussen thanked Mr. Jessick for sharing his side of the story.

7. OLD BUSINESS.

Chairman Rasmussen motioned to go into closed session to consider the following:

a. AFPS Negotiations Update

OMA 15.268

(c) For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.

b. Personnel Evaluation requested by President Finley

(a) To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named individual requests a closed hearing. An individual requesting a closed hearing may rescind the request at any time, in which case the matter at issue must be considered after the rescission only in open sessions.

The motion to go into closed session was supported by Trustee Kring at 1:46 pm.

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

NAYS: None.

ABSENT: None.

The Trustees returned to open session at 3:13 p.m.

Discussion was held around hiring a consultant to lead Trust & Leadership workshops here on campus. President Finley was charged with identifying potential sources of funding for this purpose.

Trustees Keiswetter and Etienne shared that they went to a wonderful session at the ACCT Annual Congress and learned about a Civility Statement that was enacted at Wabaunsee Community College. Discussion was held regarding how we might do something similar.

Chairman Rasmussen noted several trustees want to continue thinking about potential ideas for a name change. The current name is long, often confused with others, and not distinct. There are many other North Central ... Colleges and Universities across the country.

8. ADJOURNMENT

There being no further business, Chairman Rasmussen motioned and Trustee Etienne supported that the meeting be adjourned at 3:28 p.m.

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

NAYS: None.

ABSENT: None.

A handwritten signature in blue ink, appearing to read 'D. Rasmussen', with a long horizontal flourish extending to the right.

/S/ Daniel D. Rasmussen, Chairman

A handwritten signature in black ink, reading 'Melissa Keiswetter', written in a cursive style.

/S/ Melissa Keiswetter, Secretary