

**NCMC BOARD OF TRUSTEES**  
**REGULAR MEETING – *Virtual***  
**Tuesday, May 25, 2021 (4:00 p.m.)**

**MINUTES**

Prior to the Call to Order, Chairman Millard greeted the participants and read the following:

Good afternoon,

It is Tuesday, May 25, 2021 at 4:00pm. We are going to begin the Regular Meeting of the Board of Trustees. This meeting is being conducted in a virtual manner today per Public Act 254 of 2020. If for any reason we need to end this meeting, I will make the announcement. We will communicate via e-mail as to when and how we will next meet.

Thank you for your participation and patience during this meeting. Please know that this meeting is being recorded and that all participants, with the exception of the Board of Trustees, will be muted to eliminate background noise. Comments may be held for Public Comment. Please note that you must unmute yourself in Zoom or by pressing \*6 if you called in.

We will be using roll call votes for all business today.

Participants were asked to keep their comments to three minutes.

**1. CALL TO ORDER**

Board Chair, Phil Millard called the meeting to order at 4:02 p.m.

**2. ATTENDANCE**

PRESENT: Trustees Fought (Petoskey), Keiswetter (Pellston), Kring (Petoskey), Millard (Petoskey), Rasmussen (Petoskey), and Shirilla (Petoskey)

ABSENT: Noël

**3. APPROVAL OF AGENDA**

It was moved by Trustee Fought and supported by Trustees Rasmussen that the Agenda be approved with one modification. Item 9b iii was modified to read Interim Nursing Instructor under Personnel Committee Reports.

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen, Shirilla

NAYS: None

**4. APPROVAL OF MINUTES**

It was moved by Trustee Shirilla and supported by Trustees Rasmussen that the Minutes of the April 27, 2021 Regular Meeting be approved.

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen, Shirilla

NAYS: None

## 5. COMMUNICATIONS

President Finley shared the following communications:

a. Nursing #1 Ranking Celebration Video Link & Feedback

On Wednesday, April 28, 2021, Jennifer Woods, Vice President of Patient Care Services, and Chief Nursing Officer at McLaren Northern Michigan wrote:

*RE: Nursing #1 Ranking Celebration video link*

*Dr. Finley,*

*I was out for surgery when you initially sent this and I didn't have the opportunity to respond at the time. That said, and even though my response is delayed, I still wanted to tell you congratulations. Watching your video put me in tears. You should be so proud! Your passion is palpable and your accomplishments are many. Congratulations to you, your faculty and your students. I feel very blessed to have such a wonderful program and partnership right here in our community! Thank you for all you do to support your students and their success.*

b. North Central & WLAC Signing Event (May 4, 2021)

On Monday, May 3, 2021, Kevin Hodge from 9&10 News wrote:

*North Central Michigan College is joining forces with the Walloon Lake Association and Conservancy to monitor the local environment.*

*The two will pool their resources to create community interest and bring in students who will learn and help with local conservation efforts. There are 50 nature preserves that need to be looked after and it's an opportunity for students to get firsthand experience. Together, they'll monitor water quality and maintain local watersheds.*

Link to article can be found here: <https://www.9and10news.com/2021/05/03/north-central-michigan-college-and-walloon-lake-association-partner-for-conservation/>

c. Timberwolf Officially Adopted as Mascot

On Tuesday, April 27, 2021, North Central formally adopted the Timberwolf as the new mascot.

For the first time in its 60-plus year history, North Central Michigan College has an official mascot, and it's the Timberwolf! As wolves embody many of the characteristics of our learners, as well as those to which they aspire, the Timberwolf was the resounding preference of students surveyed. They are known for intelligence, resilience, drive, focus, and teamwork. Much like our campus community, wolves are known for working together so that the whole pack succeeds. This selection is also a nod to the many forests in the region, which served as habitat for wolves prior to the logging era and still does for our students from the Upper Peninsula. In short, the Timberwolf captures the spirit of North Central.

A mascot costume reveal is planned for this summer. We promise that the public's introduction to the North Central Timberwolf will be interactive and lots of fun. Go Timberwolves!!

d. Drive-In Commencement

On Friday May 7<sup>th</sup> and Saturday, May 8<sup>th</sup>, 2021, North Central Michigan College held Nurse Pinning and Commencement in a “Drive-In” fashion. Members of the Board of Trustees, Faculty, Staff, Students and their families gathered to celebrate the class of 2021, our first pack of Timberwolves!

Both events were a great success, and we were all very thankful the weather cooperated. These event were full of energy and NCMC pride! Thank you to all who worked hard to make each ceremony special for our students and their families.

On Monday, May 10<sup>th</sup>, 2021 the Petoskey News Review shared 28 images with captions from both ceremonies. Images can be found here:

<https://www.petoskeynews.com/picture-gallery/news/education/2021/05/10/north-central-michigan-college-2021-commencement/5024186001/>

<https://www.petoskeynews.com/picture-gallery/news/education/2021/05/10/north-central-michigan-college-2021-nurse-pinning/5025311001/>

A link to the Graduation video is currently being edited to include closed captioning. It will be shared out later this month.

e. Graduation appreciation--Alumna Jamie McWatters

On Thursday, April 29<sup>th</sup>, 2021, Alumna Jamie McWatters send the following communication re: Graduation appreciation:

*Dr. Finley,*

*Good afternoon! I hope that this email finds you well and embracing another outstanding academic year.*

*I wanted to reach out to you and the North Central Michigan College family and share my heartfelt appreciation for all of the support, community-based engagement and phenomenal education that I received during my time at North Central Michigan College. With hard work and the earned success of the well-presented classes, dedicated professors and the advisors here at North Central Michigan College, I proudly applied to Lake Superior State University, to earn my bachelor's degree in Early Childhood Education. It's is with the roots of my community that I was able to flourish within my education.*

*It is with great pride that I share with you my well-earned success as I am graduating this Saturday, May 1st. with honors , and was chosen by the faculty in the School of Education as the Outstanding Early Childhood Graduate of 2021! I'm a very proud Laker, but I take pride in being a former NCMC Timberwolf, as newly stated, as I won't be where I am today without NCMC!*

*I again, extend the upmost appreciation, respect, thanks and gratitude to you and all of those at NCMC, past and present that have been there with me along the way.*

*Thank you, Jamie McWatters*

## 6. SCHEDULED PUBLIC COMMENT

None.

## 7. FINANCIAL REPORT

Dr. Tom Zeidel, Vice President for Finance & Facilities was asked by Trustee Fought to provide a financial report for April 2021. Tom certified that the financials from April 2021 are within the adopted tentative budget for 2020-21.

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

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen, Shirilla

NAYS: None

## 8. PRESIDENTS REPORTS

President Finley provided updates on the following items:

### a. HLC Online Program Approval

On Friday, May 7<sup>th</sup>, 2021, North Central Michigan College received formal notification from the Higher Learning Commission that the institution's request to offer distance education courses and programs was approved.

Within the next 30 days, HLC will also publish information about this action on its website at <https://www.hlcommission.org/Student-Resources/recent-actions.html>.

This approval truly enables us to better meet North Central's mission of providing "exceptional, accessible, and relevant higher education of, and for, the community."

A special thanks to Jenny Maginnis, Chet Jessick, Melanie Leaver, Pete Olson, and many others across campus for their leadership and support in making this important step happen!

### b. Real Talk DEI Initiative

In the interest of improving students experience at North Central Michigan College by enhancing how Faculty and Staff connect and engage with students, these two groups have been formally invited to participate more directly in the Real Talk DEI initiative, led by Dr. Paul Hernandez.

To kick things off, Paul will be on campus the week of May 24<sup>th</sup> and again the week of August 9<sup>th</sup>.

The College previewed this initiative before the pandemic, and are now re-invigorating for start-up across both student services and the instructional areas this summer, and on into the next few years.

For a quick refresher, here's Paul's TEDx talk in Traverse City a few years ago: <https://www.youtube.com/watch?v=IH9AruhN4X4>

c. Seedling Sale Success

Monday, May 3<sup>rd</sup>, 2021 was the kickoff to a Spring Seedling Sale that was held in the HESC Building. The sale consisted of tomatoes, peppers, eggplants and basil, which were all grown here inside NCMC's greenhouse.

Proceeds benefited the NCMC Campus Cupboard student food pantry. What's more... the NCMC Liberal Arts Division matched the amount, increasing the total donation to an amazing \$890!

A special thank you to all who made this Seedling Sale a success. What a wonderful gesture to donate the proceeds to NCMC's Campus Cupboard. Thank you.

9. COMMITTEE REPORTS

a. Finance and Facilities Committee

The Finance & Facilities Committee met on Tuesday, May 18, 2021 to conduct business.

Tentative Budget 2021-22

Trustee Fought motioned and Trustee Keiswetter supported that BE IT RESOLVED that the Board adopt a tentative General Fund Operating Budget in the aggregate amount of \$15,994,100 for the school / fiscal year 2021 – 2022. To cover the budget, BE IT RESOLVED that the Board levy the maximum ongoing charter millage calculated at 1.0669 mills of ad valorem property taxes. In addition, BE IT FURTHER RESOLVED that the Board levy the voted operating millage of 0.9583 mills. This voted operating millage was approved by the voters of Emmet County during November, 2016 for a period of ten years.

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen, Shirilla  
NAYS: None

c. Personnel Committee

Trustee Shirilla shared that the Personnel Committee met on Friday, May 7, 2021 and again on Monday, May 24, 2021 to conduct business and discuss three recommendations to hire.

VPAA

Following the announcement of Provost Peter D. Olson's retirement from the College, effective June 30, the Vice President of Academic Affairs position was posted.

A selection committee of ten worked with Angela Provard of the Pauly Group, Inc. to narrow over twenty candidates down to 9. After one withdrew, the 8 semifinalists were interviewed via Zoom and further narrowed to a field of four (4) finalists, who were then invited to visit campus for in-person interviews.

During each candidate's day long interview, the candidates presented on the topic of "Higher Education post-Pandemic" to the greater college community, met with the NCMC Deans and Directors in Academic Affairs, the President's Cabinet, and interviewed with the President. The selection committee unanimously agreed that Dr. Stephen Strom would be an excellent choice for the position.

It was moved by Trustee Shirilla and supported by Trustee Kring that the College hire Dr. Stephen Strom as the Vice President of Academic Affairs, at a starting salary of \$117,300 year prorated to his start date, to begin on July 26, 2021 (or sooner). Inclusive of this offer is up to \$7,500 relocation reimbursement allowance.

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen, Shirilla  
NAYS: None

#### INSTRUCTOR OF CHEMISTRY

A committee consisting of seven individuals reviewed fifteen strong applications for the full-time Instructor of Chemistry position. Five candidates were virtually interviewed. Two of the five were invited to campus for further interviews and a teaching/lab demonstration. The committee unanimously recommended Mr. Nicholas Garza for this position.

Mr. Garza grew up in Bloomfield Hills, Michigan and is a graduate of Oakland University with two bachelor's degrees: one in Chemistry, and one in Spanish. He continued his studies at the University of Michigan, completing his Master of Science degree in Chemistry in April of 2021, with an additional credential in Learning Experience Design (especially useful as we continue to expand our distance education curriculum). He began his teaching career at Oakland University as a teaching assistant both in the Honors program and in the Chemistry department. (Mr. Garza spoke especially convincingly regarding his teaching in small-group situations). He has also taught regular general chemistry sections of larger lecture classes at Oakland University, and the University of Michigan, as well as offering a course in scientific writing.

It was moved by Trustee Shirilla and supported by Trustee Kring that the Board hire Mr. Garza at a salary of \$58,335.00 (Master's Step 1), effective on his start date, August 30, 2021. Inclusive of this offer is up to \$1,000 relocation reimbursement allowance.

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen, Shirilla  
NAYS: None

#### INTERIM NURSING FACULTY

The goal of the Interim Nursing Instructor position (Peds/OB, Simulation & Nursing Lab) is to provide education to students with increasing simulation opportunities and to build the simulation library to have a full complement of educational opportunities. Over the past year, the

increased use of the simulation units has shown the value and equal opportunity for students able to experience clinical situations in the safety of a controlled environment. The College would like to continue to embed simulation content into each nursing class offered. As the NCMC Nursing Program looks to the future, the College hopes to adjust curriculum to include physical assessment/simulation as its own course within the program to better support the students' skills.

Holly Allen, MSN, RN is a graduate of NCMC Nursing Program 2012. She then attended Ferris State University and completed her BSN Degree in 2015 and her MSN in 2019. She has a wealth of experience in a variety of clinical settings. She continues to be a team leader on the Cardiovascular unit at McLaren. She has done several stints in her role as a travel nurse in Marquette and Middletown, CT. She has been a preceptor for new staff in CVU. She has performed as the nurse educator in the unit as well. In her role as a nurse educator, she was an instructor for EKG classes, Code Blue education, Cardiac care classes, ACLS instructor. She has long term care experience at Bortz and as a private duty nurse.

In her role at NCMC, Holly has been actively involved in the simulation lab working closely with our interim clinical simulation coordinator this past year. Holly was highly recommended to advance the use of the simulation lab and ultimately foster student success.

It was moved by Trustee Shirilla and supported by Trustee Keiswetter that the Board hire Holly Allen, MSN, RN as the Interim Nursing Instructor, be assigned Interim Nursing Instructor (Peds/OB, Simulation & Nursing Lab) for the Fall semester 2021 at \$31,547.50 and full-time benefits (Master's 3 level per section 61 of faculty CBA and applied to Appendix A/2), prorated to her start date. This semester agreement may be extended to a second semester with notification to the faculty association. If extended, the same compensation and benefits would apply for subsequent Winter semester 2022.

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen, Shirilla  
NAYS: None

c. Foundation Committee

Trustee Rasmussen shared that the Foundation Board met most recently on May 3, 2021 to conduct its annual meeting. At that meeting, the foundation voted to recommend approval of one new board member, as well as term renewals for three members, to the Board of Trustees.

FOUNDATION BOARD RECOMMENDATION

The Foundation Board of Directors requires board membership be approved by the Board of Trustees. The Foundation Board is seeking approval of membership for the following new Foundation Board member:

- Dan CasaSanta

It was moved by Trustee Rasmussen and supported by Trustee Fought that the Board approve appointment of Dan CasaSanta to a three-year term of the Foundation Board, effective immediately.

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen, Shirilla  
NAYS: None

## TERM RENEWALS

The Foundation Board of Directors requires Term Renewals be approved by the Board of Trustees. Foundation Board Terms are a three-year commitment. The Foundation Board is seeking approval of Term Renewals for the following three Foundation Board members:

- Chris Morley
- Max Bunker
- Stan Smith

It was moved by Trustee Rasmussen and supported by Trustee Keiswetter that the Board approve reappointment of Chris Morley, Max Bunker, and Stan Smith, to a three-year term of the Foundation Board, effective July 1, 2021.

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen, Shirilla  
NAYS: None

## 10. STUDENT SUCCESS

### a. Student Services Student Worker – “Big Plans”

President Finley shared that we were blessed to have three wonderful students staff the front desk this year, Kenzie Haas, Taylyn Peel, and Courtney Christopher.

The students were not present to speak to their “Big Plans” due to a miscommunication, but will be invited back for the June board meeting.

## 11. OLD BUSINESS

None.

## 12. NEW BUSINESS

None.

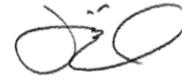
## 13. UNSCHEDULED PUBLIC COMMENT

Chet Jessick, Professor, and President of the Association of Faculty and Professional Staff, shared “kudos” on all who contributed to making the CAR-mencement a success and commented “amazing job pack members!”

Chairman Millard seconded his sentiment and shared that it was exciting to see not just the graduate, but their families that joined them in the celebration. It was unlike any other Commencement Ceremony at North Central.

## 14. ADJOURNMENT

There being no further business, Trustee Millard motioned and Trustee Fought that the meeting be adjourned at 4:29 p.m.



/S/ Irma Noël, Secretary



/S/ Phil Millard, Chairman