

**NCMC BOARD OF TRUSTEES**  
**REGULAR MEETING – *Library Conference Center***  
**Tuesday, September 28, 2021 (4:00 p.m.)**

**MINUTES**

**1. CALL TO ORDER**

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

**2. ATTENDANCE**

PRESENT: Trustees Fought, Kring, Millard, Noël (via phone), Rasmussen, and Shirilla

ABSENT: Keiswetter

**3. APPROVAL OF AGENDA**

It was moved by Trustee Fought and supported by Trustee Rasmussen that the Agenda be approved with the following addition under New Business:

- 12a Board Retreat

AYES: Trustees Fought, Kring, Millard, Noël (via phone), Rasmussen, and Shirilla

NAYS: None

ABSENT: Keiswetter

**4. APPROVAL OF MINUTES**

Approval of minutes from the August 24, 2021 Regular Meeting was moved by Trustee Shirilla and supported by Trustee Kring.

AYES: Trustees Fought, Kring, Millard, Noël (via phone), Rasmussen, and Shirilla

NAYS: None

ABSENT: Keiswetter

**5. COMMUNICATIONS**

President Finley shared the following communications:

a. August 20, 2021 – NCMC Development Plan Draws Ire

b. August 30, 2021 – NCMC Seeks Membership into National Sports Association

c. September 8, 2021 – NCMC Announces Fall 2021 Luncheon Lecture lineup

**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 August 2021. Tom certified that the financials as of August 2021 are within the adopted tentative budget for 2021-22.

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

AYES: Trustees Fought, Kring, Millard, Noël (via phone), Rasmussen, and Shirilla

NAYS: None  
ABSENT: Keiswetter

## 8. PRESIDENTS REPORTS

President Finley provided updates on the following items:

- a. North Central Receives \$25,000 Gift from Manthei
- b. North Central Receives \$20,000 Gift from CNB
- c. First Ever North Central Day
- d. Winning in Northern Michigan Post Pandemic

## 9. COMMITTEE REPORTS

- a. Personnel Committee

Trustee Shirilla reported that the Personnel Committee met September 28 to review two recommendations for new hires. The first consideration was for the position of Director of Institutional Research and Assessment.

The search committee chairman Dr. Strom and his committee of Faculty and Administrators reviewed 8 applicants. They recommended hiring Erin Sonneveldt after a presentation of data literacy, proper review and assessment discussions and interview.

Erin holds a BA in English Language & Literature from the University of Michigan, Masters in Business & Administration from Eastern Michigan, and is scheduled to complete her Doctor of Philosophy from Michigan State University in Fall 2021.

The Personnel Committee supports & recommends the hiring of Erin Sonneveldt. Trustee Shirilla motioned and Trustee Kring supported the hiring of Erin Sonneveldt at a salary of \$68,500 per year to start the week of October 25, 2021.

AYES: Trustees Fought, Kring, Millard, Noël (via phone), Rasmussen, and Shirilla  
NAYS: None  
ABSENT: Keiswetter

Trustee Shirilla reported that the Personnel Committee also considered a recommendation to hire for the IT Systems Engineer position at the September 28, 2021 Personnel Committee meeting.

Vice President of Finance Tom Zeidel chaired a committee of four and reviewed five applications for the IT Systems Engineer position. The committee recommended hiring William Scott Lumley.

Mr. Lumley has a Bachelors degree from Lake State University. He has a Certificate in Google IT Support, and a Certificate in Dante Software use. He has worked four years at the Lake State Arts Center as Technical and Production Manager.

The Personnel Committee supports & recommends the hiring of William Scott Lumley. Trustee Shirilla motioned and Trustee Fought supported the hiring of William Scott Lumley at a salary of \$51,000 per year to start the week of October 11, 2021.

AYES: Trustees Fought, Kring, Millard, Noël (via phone), Rasmussen, and Shirilla

NAYS: None  
ABSENT: Keiswetter

b. Finance & Facilities Committee

The Finance & Facilities Committee met on Tuesday, September 21, 2021 to review financial and several other items.

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 165 of 2021.

A nine-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 Shirilla supported that North Central Michigan College meets the best practices standards required for State appropriations under Michigan Public Act 165 of 2021, as documented in 'North Central Michigan College Local Strategic Value Table.'"

AYES: Trustees Fought, Kring, Millard, Noël (via phone), Rasmussen, and Shirilla  
NAYS: None  
ABSENT: Keiswetter

c. Bylaws & Policy Committee

Trustee Rasmussen shared that the Bylaws & Policy Committee met on Tuesday, September 14, 2021 to review 4 proposed changes to Board Policies listed below.

Board Policy 423 Criminal Background Check

Background: Board policy 423 was adopted in 2009 with the goal of requiring criminal background checks on all new hires. This is now standard operations and included in the employee handbook.

It was is moved by Trustee Rasmussen and supported by Trustee Kring that Board policy 423 (Criminal Background Check) be removed from Board Policies effective 11/1/2021 and retained in employee handbook language.

AYES: Trustees Fought, Kring, Millard, Noël (via phone), Rasmussen, and Shirilla  
NAYS: None  
ABSENT: Keiswetter

Board Policy 402 Drug Free School and 403 Drug Free Workplace

Background: Board policies 402 and 403 have the same Drug Free Campus goal.

It was moved by Trustee Rasmussen and supported by Trustee Shirilla that Board policy 402 Board policy 403, be combined into the Drug Free Campus and Workplace Policy effective 11/1/2021.

AYES: Trustees Fought, Kring, Millard, Noël (via phone), Rasmussen, and Shirilla  
NAYS: None  
ABSENT: Keiswetter

#### Board Policy 416 Tobacco Free

Background: Updating the 2011 policy to ban tobacco use campus-wide to also include electronic smoking devices, so as to create a healthier learning environment

It was moved by Trustee Rasmussen and supported by Trustee Fought that the 416 Tobacco Free Policy, be accepted as written. This policy change is effective 11/1/2021.

AYES: Trustees Fought, Kring, Millard, Noël (via phone), Rasmussen, and Shirilla  
NAYS: None  
ABSENT: Keiswetter

#### Board Policy Whistleblower 426

Background: A Whistleblower policy gives protections to an employee of the college who in good faith reports illegal, fraudulent, or dishonest activities that they may witness in the course of employment. The college currently does not have a Whistleblower policy.

It was moved by Trustee Rasmussen and supported by Trustee Kring that Board policy 426 Whistleblower Policy, be accepted as written. This policy is effective 11/1/2021.

AYES: Trustees Fought, Kring, Millard, Noël (via phone), Rasmussen, and Shirilla  
NAYS: None  
ABSENT: Keiswetter

### 10. STUDENT SUCCESS

#### a. E-sports Wins First Ever Match

President Finley shared that North Central Michigan College's esports team began competition in the NJCAA-E league in dominant fashion, defeating Gogebic Community College 3-0 in a Rocket League best-of-five series.

The Rocket League trio of Colton Renard, Ben Palmer and Gavin Ramsey earned North Central's first victory. The Timberwolves jumped out to quick victories by shutting out their opponents in the first two games (7-0, 3-0 and 5-1).

Twelve North Central student-athletes will be competing this fall in Rocket League and Super Smash Bros: Ultimate.

The Rocket League team returns to action each Monday evening through the Fall Series, while the Super Smash Bros: Ultimate players begin competition on Wednesday, September 22.

North Central opened its Esports Arena in Winter 2021, and Fall 2021 marks its first season of intercollegiate competition. Student-athletes must follow all NCMC and NJCAA-E eligibility requirements in order to compete for the college.

The E-sports team had prior practice commitments that conflicted with today's meeting. However, Athletic Director Ashley Antonishen was present and spoke to the team's recent wins. In addition to defeating Gogebic Community College, they also beat Finger Lakes from upstate NY the following week!

11. OLD BUSINESS

None.

12. NEW BUSINESS

- a. Special Meeting (Board Retreat) – October 2021 Dates

13. UNSCHEDULED PUBLIC COMMENT

- a. Carrie Tebeau, English Adjunct Feedback

President Finley shared the following feedback from Carrie Tebeau:

... *"Campus looks great with the Borra learning center and the Timberwolf flags everywhere."* ...

- b. Michaela Hoogerhyde, Question about the Employee Manual

*"I actually had a question about the Employee Manual, because I heard you guys say that one of those Board Policy's moved impacted the Employee Manual. I was hired in last year and I was never shown one. We all had to sign our employee contracts this year supporting the Employee Manual, and I still have never seen one."*

14. ADJOURNMENT

There being no further business, Trustee Millard motioned and Trustees Fought and Rasmussen supported that the meeting be adjourned at 4:25 p.m.

AYES: Trustees Fought, Kring, Millard, Noël (via phone), Rasmussen, and Shirilla

NAYS: None

ABSENT: Keiswetter



/S/ Irma Noël, Secretary



/S/ Phil Millard, Chairman