

## MINUTES

### NCMC BOARD OF TRUSTEES REGULAR MEETING – *Iron Horse Café* Tuesday, May 24, 2022 (4:00 p.m.)

#### 1. CALL TO ORDER

Board Chair, Phil Millard called the meeting to order at 4:05 p.m.

#### 2. ATTENDANCE

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

ABSENT: Trustee Shorter

#### 3. APPROVAL OF AGENDA

It was moved by Trustee Fought and supported by Trustee Shirilla that the Agenda be approved with the following three additions to Item 8, PRESIDENTS REPORTS:

c. Gaylord Tornado Statement from Dr. Finley

d. MCCA Visit and Tour

e. Two Foundation Events: President's Circle on June 23, 2022 and Dining Amongst the Sculptures July 28, 2022

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

NAYS: None

ABSENT: Trustee Shorter

#### 4. APPROVAL OF MINUTES

It was moved by Trustee Fought, and supported by Trustee Shirilla that the Minutes of the May 3, 2022 Regular Meeting be approved as written.

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

NAYS: None

ABSENT: Trustee Shorter

#### 5. COMMUNICATIONS

President Finley shared the following communications:

a. Thank you card to everyone on the board, received from Marion Kuebler

*"Dr. Finley and all!*

*Where do I begin to say "Thank you"! I can never say enough. Nor will I ever forget my time and years of dedication, fun and blessings!*

*To all a big loving "Thank you!"*

*Marion ..."*

b. Commencement – May 6, 2022

North Central's Commencement and Nurse Pinning was held on Friday, May 6, 2022. There were 27 students who attended Nurse Pinning and 108 students participated in Commencement.

#### 6. SCHEDULED PUBLIC COMMENT

None.

## 7. FINANCIAL REPORT

Dr. Tom Zeidel, Vice Presided for Finance & Facilities was asked by Trustee Fought to provide a financial report for April 30, 2022. Tom certified that the financials from April 2022 are within the adopted tentative budget for 2021-2022.

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, Keiswetter, Kring, Millard, Rasmussen, and Shirilla

NAYS: None

ABSENT: Trustee Shorter

## 8. PRESIDENT'S REPORTS

President Finley provided updates on the following items:

### a. Leadership Charlevoix County Graduation 2022

On May 11, 2022, at Boyne Mountain, Leadership Charlevoix County showcased its 2022 graduates. North Central's Outreach Recruiter, Chelse Hawkins-Olivo, was part of the group. *Congratulations Chelse!*

### b. Future of Manufacturing and Advisory Dinner

On Tuesday, May 17, 2022, Jim Cousino, Director of Career & Technical Education, held an event in the Student Commons with keynote speaker Matt Kirchner, host of the nationally acclaimed TechEd Podcast™.

Here is an email from Benedict Hinmom, Project Director with the Tribe.

*"I just wanted to take a moment to congratulate you on a job well done on last evenings "Future of Manufacturing". It was well attended and I believe will get local manufacturing companies thinking about the future of Smart Automation and the educational need it*

*creates. Your program was an excellent format to engage local manufacturers and get them thinking about the importance of preparing people entering the labor force ready to meet the challenges of a fully-automated manufacturing industry. I was impressed with Matt Kirchner and the Smart Automation Certification Alliance's (SACA) approach to promoting more industry awareness about the future of automation and the challenges of meeting future labor force needs. His push to include industry leaders was especially informative, especially in light of the challenges of engaging local manufacturing company leaders on a Manufacturing Advisory Team. I think his presentation was well received and got those in attendance thinking forward and the important role they can play in shaping education programs, internships and on-the-job training programs for their respective companies.*

*Please thank President Finley and let your team know that I was thoroughly impressed with the entire presentation. I look forward to continuing our important efforts to address the Technology needs in Northwestern Michigan. Once again job well done!"*

### c. Gaylord Tornado Statement of Support

President Finley shared the following statement:

*“Campus colleagues,  
Our hearts go out to those families impacted by the devastating tornado that struck the Gaylord community last Friday. North Central Michigan College serves students in this community through its Gaylord Center and has reached out to our community partners to lend assistance in the recovery efforts. We commend the courageous volunteers who have quickly responded to help their friends, neighbors, and area businesses during this trying time.*

*Our Gaylord students are an important part of the North Central family, and we stand ready to work with students currently enrolled in courses to resolve challenges that they may be experiencing because of this catastrophic weather event.*

*These are challenging times. As the entire Gaylord community and our students in particular step through the difficult days and weeks ahead, they can count on the college’s support. We will get through this together.”*

- d. MCCA’s President, Brandy Johnson plans to visit campus and meet with Cabinet members and also attend an upcoming Board Meeting. She plans to visit and tour either next month or August.
- e. Two exciting Foundation Events will be held this summer
  - i. President’s Circle June 23, 2022
  - ii. Dining Among the Sculptures, July 28, 2022

## 9. COMMITTEE REPORTS

- a. Finance & Facilities Committee
  - i. 2022-203 Tentative Budget

The Finance & Facilities Committee met on Tuesday, May 17, 2022 to conduct business.

### Tentative Budget 2022-23

Trustee Fought motioned and Trustee Kring supported that BE IT RESOLVED that the Board adopt a tentative General Fund Budget in the aggregate amount of \$16,870,600 for the school / fiscal year 2022-2023. To cover the budget, BE IT RESOLVED that the Board levy the maximum ongoing charter millage calculated at 1.0514 mills of ad valorem property taxes. BE IT FURTHER RESOLVED that the Board levy the voted operating millage of .9444 mills. This levy was approved by the voters of Emmett County in November 2016 for a period of ten years.

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

NAYS: None

ABSENT: Trustee Shorter

- ii. Liquor License Request for Foundation Event, July 28, 2022

Trustee Fought shared that on July 28, 2022, the Foundation will be hosting a private summer event. The event will be held in the library and will provide guests the opportunity to admire the Harris Garden and tour some of the College’s facilities. The main goal of the event is to strengthen ties and foster relationships with new and potential donors, providing them with gift-giving opportunities. The event will include hors d’oeuvres and alcohol which will require that the College obtain a one-day liquor license.

Trustee Fought motioned and Trustee Shirilla supported that the College make application for a special license to serve alcohol on July 28, 2022 in its Library and on Harris Gardens on the campus of North Central Michigan College.

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

NAYS: None

ABSENT: Trustee Shorter

b. Personnel Committee

Trustee Shirilla shared that the Personnel Committee met on Monday May 23, 2022 to conduct business and discuss two recommendations.

Full Status Recommendation

President Finley recommended full status be granted to Early Childhood Education Professor Jennifer Wixson. Professor Wixson has been a great addition to the team and made many contributions – both on and off campus since her arrival in 2019.

Trustee Shirilla motioned, and Trustee Keiswetter supported that Jennifer Wixson be granted full status.

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

NAYS: None

ABSENT: Trustee Shorter

Career Development Specialist

A search advisory committee of five reviewed seventeen applicants. Three candidates were invited to campus for interviews. The interview committee recommended Lori Morgan for this position.

Lori has 23 years of education experience, working as a counselor, teacher, and administrator. Lori has a Bachelor of Science in Individual & Family Relations from Western Michigan University, a Master of Arts in Leadership & Counseling, College Student Personnel from Eastern Michigan University, and Post-Bachelors in Elementary Education from University of Iowa. She holds certification for K-12 Administration (including Michigan K-12), Career Development Facilitator, and Michigan Professional Teaching Certificate Elementary (grades K-8).

Trustee Shirilla motioned, and Trustee Kring supported that the Board hire Ms. Morgan at a salary of \$55,500, effective on her start date, August 1, 2022.

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

NAYS: None

ABSENT: Trustee Shorter

10. STUDENT SUCCESS

a. Student Services Summer Intern

President Finley shared that we are fortunate to have an exemplary Student Services Summer Intern this year, Stephanie Maendel. She did a wonderful job singing the National Anthem at this year's Commencement ceremony with her father accompanying her on the guitar.

Stephanie was invited to speak and shared some of her experiences at North Central. Stephanie grew up in Petoskey, not far from the College and has been Dual Enrolled since 11<sup>th</sup> grade. Her favorite classes include Carrie Tebeau's ENG 101, Jami Blaauw-Hara's Communications class and Math classes with both Brian Goetz and Karen Drake.

Her long-term goal is to teach Theology in Higher Education.

#### 11. OLD BUSINESS

None

#### 12. NEW BUSINESS

- a. Board Chair Phil Millard announced his decision, after careful consideration, to step down from the Board of Trustees. Trustee Millard's resignation as Board Chair is effective at the end of this meeting, and his resignation as a Trustee of the Board is effective at the end of this month. Phil has been a member of our Board for 18 years, serving for the past 11 years as Chair. Phil cited a need for change and now is the right time.

An ad hoc committee of the Board will identify and appoint an interim trustee to fill the vacancy created by Trustee Millard's departure.

Trustee Millard motioned, and Trustee Kring supported that Dan Rasmussen be nominated to serve as interim Board Chair.

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

NAYS: None

ABSENT: Trustee Shorter

- b. Campus Climate Survey remarks  
Dr. Finley shared that upon its release, the Cabinet team reviewed the campus climate survey results. As noted, important opportunities for improvement were identified, along with several strengths that can be built upon. This preliminary analysis of the data was shared at the All Campus Meeting held April 22. The Cabinet team will be working over the summer to gather input and ideas from across campus for the 2022-2023 academic year. Updates will be shared via email this summer. The resulting plan will be shared with the campus community during Welcome Back Week in August.
- c. Dr. Finley discussed having a Board Retreat June 28, 29 or 30 this summer. It was tentatively agreed to hold the Board Retreat on June 28, 2022 from noon to 3:30 p.m., prior to the Board Meeting to be held at 4 p.m later that day.

#### 13. UNSCHEDULED PUBLIC COMMENT

Renee DeYoung, Vice President of Student Affairs, thanked Board Chair Millard for his service to the Board and North Central Michigan College. Everyone present joined in a round of applause honoring his time and efforts.

#### 14. ADJOURNMENT

There being no further business, Trustee Fought motioned and Trustee Keiswetter supported that the meeting be adjourned at 4:30 p.m.

*Philip H. Millard*  
/S/ Phil Millard, Chair

*Melissa Keiswetter*  
/S/ Melissa Keiswetter, Secretary