MINUTES
NORTH CENTRAL MICHIGAN COLLEGE BOARD OF TRUSTEES
REGULAR MEETING – Library Conference Rooms 1 & 2
Tuesday, April 25, 2023 (4:00 p.m.)

1. CALL TO ORDER
Chairman Rasmussen called the meeting to order at 4:00 p.m.

2. ATTENDANCE
PRESENT: Trustees Fought, Kring, Rasmussen, Shirilla (via phone), and Shorter
ABSENT: Trustees Etienne, Keiswetter

3. APPROVAL OF AGENDA
It was moved by Trustee Shorter and supported by Trustee Fought that the Agenda be approved.

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

4. APPROVAL OF MINUTES
It was moved by Trustee Fought and supported by Trustee Kring that the minutes of the February 22, 2023, Regular Meeting be approved as written.

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

5. COMMUNICATIONS
President Finley shared the following communications, which have been drawn from multiple newspapers, radio reports, TV stations, and social media platforms:

a. NCMC Launches Dental Assistant Fast Track Program

PETOSKEY - February 20, 2023 - North Central Michigan College has added a dental assistant program to its lineup of Fast Track career offerings. The nine-week program provides a comprehensive overview of all aspects of dental assisting, from clerical to clinical work.

The program begins April 4 and includes 64 hours of in-person training and all materials and supplies. Grants and scholarships are available to offset—or in some cases cover—the $2,800 program cost. Classes meet weekly at Dental Clinics North in Gaylord. A 40-hour internship with a local dentist follows the class.

Once students have gained clinical experience and the required in-person hours, they will be prepared for the National Dental Assistants Board exam for certification.

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Full story can be viewed here: https://www.ncmich.edu/community-events/news-and-press-releases/dental-assistant-fast-track.html

b. North Central gets nearly $10 million for CATEE Project

March 9, 2023 *PETOSKEY — North Central Michigan College is getting a big payout: nearly $10 million to help build and expand its career and technological education programs.*

The funding is coming to the college after Gov. Gretchen Whitmer signed and approved House Bill 4016 on March 8, a $1.3 billion supplemental appropriations bill.

The $9,872,300 will contribute to the Career and Technical Education Enhancement (CATEE) project, including an expansion of the Health Education and Science Center and the technology building, as well as a connector between these two spaces and the Borra Learning Center.

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Full story can be viewed here: https://www.petoskeynews.com/story/news/education/2023/03/09/north-central-gets-nearly-10-million-in-recently-approved-bill/69981634007/

c. NCMC Wins the 2023 MCCAA Hunger Games

PETOSKEY - April 5, 2023 - The Timberwolves participated in their first Hunger Games on February 1st, when they hosted Alpena Community College for a Men's & Women's Basketball doubleheader. All Timberwolf fans received free entry by bringing an item or making a monetary donation to the Campus Cupboard, the on-campus food pantry for NCMC students.

In North Central's first year of partaking in the event, they led all MCCA institutions with providing 5,535 meals to become the 2023 Hunger Games Winner. Overall, the 2023 MCCAA Hunger Games collected 15,335 meals which was a significant increase from last year's event.

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Full story can be viewed here: https://www.ncmctimberwolves.com/general/2022-23/releases/Hunger_Games_Winner

d. NCMC Announces Plans for Commencement, Nurse Pinning

PETOSKEY - April 17, 2023 - North Central Michigan College will mark the end of a successful academic year with two important ceremonies on May 5.

The college will hold its 63rd annual commencement exercises at 7:30 p.m. inside Petoskey Plastics Arena in the college's Student and Community Resource Center. More than 200 graduates will receive their diplomas.

History-making U.S. Sen. Debbie Stabenow will provide the commencement address to the class of 2023.North Central's nurse pinning ceremony, the annual tradition that marks the completion

of students' nursing coursework, will be held immediately prior to commencement, at 4 p.m. in Petoskey Plastics Arena. Twenty-five student-nurses will receive their pins.

Bevin Nordman will provide the keynote address to graduating nurses. Both nurse pinning and commencement will be livestreamed. For more information about both events, including a list of graduates by academic program, visit www.ncmich.edu/commencement.

e. NCMC's 1st Athletics Banquet a Success

On Thursday, April 13, 2023, Drew Kochanny from the Petoskey News-Review published the article "NCMC hosts varsity athletics banquet; athletes, teams and biggest moments honored".

Thursday night was all about looking back and celebrating the hard work of the school's administrators and coaches, to the athletes that first put on a NCMC uniform in year one of a varsity athletic program, as the first-annual Timberwolves Varsity Athletics Banquet was held inside the Borra Learning Center.

A quote from Athletic Director Ashley Antonishen: "We gave an opportunity to northern Michigan athletes they might not have had before and then gave athletes from far away a chance to come see how great northern Michigan is at the same time," she said. "Some are in love with this place already and staying all summer, because it's become home."

For the complete article with complete list of all team and athlete winners, please visit: https://www.petoskeynews.com/story/sports/2023/04/13/ncmc-hosts-varsity-athletics-banquet-athletes-teams-and-biggest-moments-honored/70113491007/

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 March 31, 2023. Tom certified that the financials as of March 2023 are within the adopted tentative budget for 2022-23.

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, Rasmussen, Shirilla (via phone), and Shorter
NAYS: None
ABSENT: Trustees Etienne, Keiswetter

8. PRESIDENT'S REPORTS
President Finley provided updates on the following items:

a. Art Francis' Passing

It is with great sadness that we share that NCMC former Dean of Instruction, Art Francis passed away on Saturday, March 11, 2023.

Arthur was born in Detroit Michigan on April 12, 1929. He graduated from Mt. Clemens High School, served four years in the US Navy Submarine Service, 1948-1952. He married Sharon Joanne Aitken on September 5, 1953. Attended the University of Michigan earning Bachelor of Science and Masters Degrees. He spent his entire career in education with the last 25 years as a Dean at North Central Michigan Community College.

b. PHS Senior All Night Party – Thank You

We recently received a thank you note reading:

Dear North Central Michigan College,

Thank you so much for the very generous gift to our Petoskey HS Class of 2023 Senior All Night Party – and for allowing us to hold the event on your grounds. Your support will allow us to host a fun and safe celebration for the kids.

Sincerely,
The Senior All Night Party Planning Committee

c. NCMC Career Fair & Career Leadership Summit Report

The NCMC Career Fair held on Thursday, April 13th was a huge success. Held in the SCRC, over 60 employees participated, and many students and community members attended.

On Wednesday, April 19th a special event was held for select attendees of the Career Fair. The Career Leadership Summit was emceed by Nikki Devitt, and a panel of eight local corporate leaders who shared their career stories and advice.

d. Thank you from Petoskey-Harbor Springs Area Community Foundation Youth Advisor Committee

Dear Laura,

On behalf of the Community Foundation staff, board and Youth Advisory Committee members, thank you! We sincerely appreciate North Central Michigan College's continued hospitality in the use of your conference rooms for our Youth Advisory Committee grant interviews. The YAC has been given the unique and important responsibility of overseeing the Fund for Youth at the Community Foundation. This year we expect to grant more than $100,000 to nonprofit organizations serving youth and families in Emmet County. Being able to meet in person and ask questions about the grant applications is invaluable to our decision-making process. Thank you for your support and partnership.

Very Sincerely,
Petoskey-Harbor Springs Area Community Foundation
Youth Advisory Committee

Laura, we are grateful to you for all you do for our community both on and off campus. Thank you!

e. Thank you from YMCA of Northern Michigan

Dear Dr. Finley and Renee DeYoung,

I would like to write you to express our thanks for Ashley Antonishen. Ashley was involved in getting volunteer scorekeepers for our YMCA 3-on-3 Youth Basketball Tournament held Sat. April 15 at the Petoskey High School and Middle School. Ashley recruited eight volunteers from the NCMC Women's Basketball program to help us with scorekeeping - four scheduled in the morning and four in the afternoon. We thought we were all set with referees for the games, but it soon became apparent we were not adequately staffed due to last-minute cancellations. Ashley quickly took note and stepped in to help.

Ashley went to the NCMC campus and rounded up four available players from the NCMC Men's Basketball program and brought them to the High School and Middle School. Within a few minutes the NCMC players were acting as teachers and role models for the Tournament participants -kids grades 3rd through 10th - while refereeing their games. They stayed until the Tournament ended after 5:30pm and contributed tremendously to our event, all the time under Ashley's guidance and supervision. The interaction with the kids was priceless - in between games the players even practiced and helped the kids with their skills. I believe all parties benefited immensely; participants were thrilled to learn from college athletes and the NCMC players asked when they could participate again.

We thank her from the bottom of our hearts and hope for an opportunity to work together again soon to promote youth sports and YMCA values in our community.

With kind regards and gratitude,
Hannah Steele
Branch Director
YMCA of Northern Michigan

9. COMMITTEE REPORTS

a. Curriculum Committee

Mechatronics Associate of Applied Science (AAS) Degree

Trustee Shirilla shared that the Curriculum Committee met via zoom on Thursday, April 6, 2023, to conduct business. They discussed a recommendation from the Curriculum Review and Development Committee (CRD/AP), for a new Mechatronics Associate of Applied Science (AAS) degree program. They also discussed a recommendation from internal Honorary Degree committee for an Honorary Degree to be awarded to Senator Debbie Stabenow, in conjunction with her keynote address at this year's commencement.

Dr. Stephen Strom provided an overview of the recommended Mechatronics AAS degree, as well as the Mechatronics Certificate program. The programs prepare students to become automated manufacturing facilities' technicians, facility engineers, and programmers. Application-based

learning prepares the student to enter the industry to succeed in the highly automated manufacturing environment prepares students to become automated manufacturing facilities' technicians, facility engineers, and programmers. Application-based learning prepares the student to enter the industry to succeed in the highly automated manufacturing environment.

It was moved by Trustee Kring and supported by Trustee Fought that the Board of Trustees supports the CRD/AP Committee's recommendation to establish the new Mechatronics Associate of Applied Science Degree.

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

Honorary Degree

It was moved by Trustee Kring and supported by Trustee Shorter that Senator Debbie Stabenow be awarded an Honorary Degree of Community Service at the Commencement Exercises to be held May 5, 2023.

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

b. Finance & Facilities Committee

The Finance & Facilities Committee met on Tuesday, April 18th, to conduct business. Trustee Fought shared that during the Committee's meeting it reviewed the economics of adding the Practical Nursing Program (LPN) to the College's offerings. Based on the projected additional revenues and costs, it is estimated that the program would provide a net economic benefit to the College. Based on these projections, the Finance Committee expressed its support for the new program and the hiring of a person for the new human sciences position as a first step in fully staffing the program.

Michigan Liquid Asset Fund Plus

Trustee Fought shared that in the current investment environment, yields on money market accounts are higher than yields on 10-year treasury bonds, a condition known as an inverted yield curve. Given this situation, the College has the opportunity to enhance its interest earnings potential. This can be accomplished without substantially increasing its investment risk while at the same time complying with the investment restrictions applicable to Michigan schools and colleges.

A comprehensive cash management entity available to Michigan schools and colleges is the Michigan Liquid Asset Fund Plus. The Fund is managed by a board of trustees comprised of representatives of participating school districts and colleges. Its investment pool is managed by the investment advisory firm PFM Asset Management LLC. The major pool investments are commercial paper and short-term US corporate debt.

The Fund offers a range of investment vehicles including money-market accounts and certificates of deposits with maturities ranging from 60 days to a year.

It was moved by Trustee Fought and supported by Trustee Kring that the Michigan Liquid Asset Fund Plus be included as a designated depository in which the College, in its name, may deposit monies it collects from time-to-time. Further, withdrawals from the Fund may be made by either check or electronic instructions signed by any two of the following persons:

President, David Roland Finley
Vice President of Finance and Facilities, Tom Zeidel
Treasurer of the Board, John E. Fought
Secretary of the Board, Melissa Keiswetter

Further, any three of the above-named individuals are authorized to sign the form "Resolution to Join the Michigan Liquid Asset Fund Plus" provided by the Fund.

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

Cornerstone Architects Contract

Trustee Fought reported the State of Michigan responded to the College's 2024 capital outlay request by awarding the College a $9,870,000 grant to help finance renovation of present facilities and the construction of expanded space to accommodate additional health science and technical programs to be offered by the College.

In order to move forward, without delay, with the renovation and construction, it is necessary to retain the services of an architect.

Our architects, Cornerstone Architects Inc. of Grand Rapids, Ml, have submitted a proposal for the pre-design, schematic design, and design development work that needs to be completed before construction drawings can be prepared.

The design phase of planning will involve the architects gathering information from staff, students, and others and presenting the progress of their design work with these groups for comment and feedback.

The proposed fee for the design phase of the project is $171,500 plus reimbursable expenses.

Trustee Fought moved and Trustee Kring supported that Cornerstone Architects, Inc. of Grand Rapids, Ml be retained to undertake the design of the renovations and additions to the College's facilities to accommodate the expanded health sciences technical programs outlined in the capital outlay request presented to the State of Michigan at a cost of $171,500 plus any reimbursable expenses.

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

Clark Construction Agreement

Trustee Fought explained that experience has shown that it is often beneficial to have a construction management firm involved in a construction/renovation project, such as that being contemplated by the College. This involvement should begin during the design phase of the project, as a construction manager may be aware of potential construction problems that certain designs might create.

Clark Construction Company has submitted a proposal to function as the construction manager during the design phase of the project at a cost of $36,800 based on time and material cost. Clark Construction Company has provided construction management services for other College projects and is familiar with construction problems encountered in the past.

Trustee Fought moved that Clark Construction Company be retained provide construction management services during the design phase of the construction/renovation project now under consideration at a projected cost of $36,800 based on time and materials.

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

b. Personnel Committee

Trustee Shirilla reported that the Personnel Committee met on Monday, April 24, 2023, to review a recommendation for hire. He asked Dr. Stephen Strom to provide background on the recommended hire.

Full-time Instructor of Human Science

A committee of six reviewed 16 applications for the full-time Instructor of Human Science position, ultimately bringing three of them to campus for further interviews. The committee recommends Breann Wozniak for this position.

Breann holds an A.S. with a Concentration in Biology from Alpena Community College, a B.S. in Education (Biology and Secondary Education) from Western Michigan University, and a M.S. in Biology Education from Minnesota State University-Mankato. Members of the search advisory committee noted the breadth of courses taught at community colleges and flexibility in teaching assignments as evidenced by her experience.

Trustee Shorter motioned and Trustee Fought supported that NCMC hire Breann Wozniak as full-time Instructor of Human Science at a salary of $84,857 (masters Step 10), to start August 28, 2023.

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

10. OLD BUSINESS
    None.

11. NEW BUSINESS
    None.

12. STUDENT SUCCESS
    a. Game Day Intern

    President Finley shared that we are fortunate to have our 2022-23 Game Day Intern, James (Jimmy) Lyons with us today. Jimmy was a friendly face at athletic events this year, where he loved every moment of his internship.

    Jimmy was invited to speak and shared his experiences here at North Central. He is from Cheboygan and Graduated from Cheboygan public schools, where he focused on his business classes, DECA, and journalism classes, where he wrote articles featuring school sports.

    Jimmy has two degrees from NCMC, one in Business Management, where he enjoyed Principles of Management class with Chet Jessick, and a second in Office administration where he fondly remembers Excel classes with Jane Bowe.

    He is now studying Sports Management online with Davenport University and hopes to some day be a professional Baseball scout.

13. UNSCHEDULED PUBLIC COMMENT.
    None.

14. ADJOURNMENT.
    There being no further business, Trustee Fought motioned and Trustee Kring supported that the meeting be adjourned at 4:36 p.m.

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

/S/ Daniel D. Rasmussen, Chairman

/S/ Melissa Keiswetter, Secretary`