

**MINUTES**  
**NORTH CENTRAL MICHIGAN COLLEGE BOARD OF TRUSTEES**  
**REGULAR MEETING – Library Conference Rooms 1 & 2**  
**Tuesday, July 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 Etienne, Fought, Kring, Rasmussen, Shirilla, and Shorter

**ABSENT:** Trustee Keiswetter

**3. APPROVAL OF AGENDA**

It was moved by Trustee Rasmussen and supported by Trustees Kring and Etienne that the agenda be approved with the following modification:

- Remove item 13. Closed Session

**AYES:** Trustees Etienne, Fought, Kring, Rasmussen, Shirilla, and Shorter

**NAYS:** None

**ABSENT:** Trustee Keiswetter

**4. APPROVAL OF MINUTES**

It was moved by Trustee Fought and supported by Trustee Shirilla that the minutes of the May 23, 2023, Public Budget Hearing be approved as written.

**AYES:** Trustees Etienne, Fought, Kring, Rasmussen, Shirilla, and Shorter

**NAYS:** None

**ABSENT:** Trustee Keiswetter

It was moved by Trustee Kring and supported by Trustee Fought that the minutes of the June 27, 2023, Regular Meeting be approved as written.

**AYES:** Trustees Etienne, Fought, Kring, Rasmussen, Shirilla, and Shorter

**NAYS:** None

**ABSENT:** Trustee Keiswetter

It was moved by Trustee Shirilla and supported by Trustee Etienne that the minutes of the July 14, 2023, Special Meeting be approved as written.

**AYES:** Trustees Etienne, Fought, Kring, Rasmussen, Shirilla, and Shorter

**NAYS:** None

**ABSENT:** Trustee Keiswetter

**5. COMMUNICATIONS**

President Finley shared the following communications:

a. NCMC, Northwood University Renew Transfer Agreement

On Monday, June 26, 2023, NCMC and Northwood University reaffirmed a partnership that promotes seamless transfer between the two institutions. The “3+1” transfer articulation agreement ensures that students who study at North Central for three years can transfer to Northwood to complete a bachelor’s degree in one year on the following tracks: accounting, management, and marketing.

“This agreement strengthens our partnership with Northwood University and our shared commitment to helping students reach their academic and career goals,” said Michele Andrews, dean of business, education, and adjunct faculty at NCMC.

“This transfer articulation agreement streamlines the path for North Central Michigan College students to earn bachelor’s degrees in business at Northwood University,” said Kristin Stehouwer, academics vice president and provost at Northwood. “NCMC students can complete their Northwood degrees online or at our campus in Midland. This agreement removes barriers and strengthens the relationship between NCMC and Northwood University, but most importantly, it helps us serve the collective needs of our students.”

North Central also has [articulation agreements](#) with Ferris State University, Great Lakes Boat Building School, Lake Superior State University, Northern Michigan University, Northwestern Michigan College, and University of Michigan – Flint.

b. North Central Michigan College’s Fast Track Program Adds 44 Medical Professionals during its first year

On Thursday, June 29<sup>th</sup>, North Central Community College shared that just over one year since the college launched its expedited Fast Track career programming, 44 medical professionals have entered the local workforce by way of Fast Track courses — all while achieving a 94% pass rate on the national certification exam, well above the state average of 62%.

Thirty students have completed the medical assistant program and 14 have completed the phlebotomy technician program since May 2022. An additional 23 students are currently enrolled in summer Medical Assistant and Phlebotomy courses.

Program graduates are helping meet a critical local demand, according to NCMC Dean of Corporate and Community Education Christy Lyons.

“Area health care hiring managers cited a need for skilled employees with very specific certifications,” Lyons said. “Our close connection with regional employers allowed us to be nimble with our programming and responsive to workforce needs.”

The Fast Track Healthcare Bundle program prepares graduates with three credentials endorsed by the National Healthcareer Association (NHA), including Clinical Medical Assistant, EKG Technician and Phlebotomy Technician. North Central also offers standalone courses for EKG Technician certification and Phlebotomy Technician certification.

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Students enrolled in Fast Track programs gain exclusive access to Michigan Learning & Education Advancement Program (MiLEAP) grants, which cover partial or full course tuition. Additional financial support available through the NCMC Foundation means that some students qualify to complete their Fast Track program free of charge.

For more information about the Fast Track programs, visit [www.ncmich.edu/fast-track](http://www.ncmich.edu/fast-track).

## 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 June 30, 2023. Tom certified that the financials as of June 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 Etienne, Fought, Kring, Rasmussen, Shirilla, and Shorter

NAYS: None

ABSENT: Trustee Keiswetter

## 8. PRESIDENT'S REPORTS

President Finley provided updates on the following items:

### a. President's Circle Event

On Tuesday, June 22<sup>nd</sup>, the College's Foundation held a President's Circle event. We were able to celebrate with those who have donated generously to North Central, hear from current students who have overcome obstacles to create a brighter future for themselves, and garner insight into what's next at the college. President Finley gave a special shout out to Caitlin Williams, who made this event happen, and make it a success.

### b. NEW Natural Area Signage

If you have the opportunity, take a walk through the natural area behind the college. You will take notice of the new signage in the area. Special thanks to Isis Arsnoe, Anne Morningstar, the Marketing team, Ian (Biology Assistant), Tom Zeidel and especially NCMC student Adelyn Wang, whose design was chosen for the signage. This wonderful collaboration has already garnered compliments from the community.

## 9. COMMITTEE REPORTS

### a. Finance & Facilities Committee

Trustee Fought reported that The Finance & Facilities Committee met yesterday, Monday, July 24, 2023, to review and discuss the June 2023 Financial Report and Statement of Bills.

b. Personnel Committee

Trustee Shirilla, Chairman of the Personnel Committee, shared that the committee met on Friday, July 20, 2023, to discuss grievances, new hires, and potential trust/leadership workshops. At this point in time Chairman Rasmussen and Trustee Etienne have been asked to chair a group that will survey potential facilitators, and upon their recommendation the board will review the recommendations.

10. OLD BUSINESS

None.

11. NEW BUSINESS.

a. MCCA Board of Directors Certification

Each year, MCCA's Bylaw's require Certification of Appointments to the MCCA Board of Directors. This document indicates and certifies the names of the President Director, Trustee Director, and Alternate Trustee Director from each member college.

Trustee Rasmussen motioned that the Board certify the appointments to MCCA's Board of Directors for the 2023-24 year, and he appointed David Finley as President Director, Melissa Keiswetter as Trustee Director, and Jim Shirilla as the Alternate Trustee Director. Trustee Fought supported.

AYES: Trustees Etienne, Fought, Kring, Rasmussen, Shirilla, and Shorter

NAYS: Trustee Shirilla (laughing, jokingly)

ABSENT: Trustee Keiswetter

12. UNSCHEDULED PUBLIC COMMENT.

Christian Smith of Petoskey Michigan, Senior Gift Officer for North Central Michigan College Foundation.

Christian spoke words of appreciation to his Foundation team, the greater campus community, Board members, and Foundation Board members, for making his time at the college wonderful, and for helping him to grow as a professional and a person. He noted that includes President Finley, whom he has worked closely with the past few years. He expressed his full support and admiration for President Finley, who he noted cares deeply about North Central. As Christian's time here at the college comes to an end, he left everyone at the college with a charge to focus on the positive, be part of the solution, and be kind to one another. Collectively, we at the college have a big responsibility to change the lives of the students that pass through our doors.

Chairman Rasmussen thanked Christian for his service to the college and wished him the best of luck in his new endeavor. Christian will be sorely missed.

13. ADJOURNMENT.

There being no further business, Trustee Etienne motioned and Trustee Fought supported that the meeting be adjourned at 4:15 p.m.

AYES: Trustees Etienne, Fought, Kring, Rasmussen, Shirilla, and Shorter  
NAYS: None  
ABSENT: Trustee Keiswetter

A handwritten signature in black 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, clearly legible as 'Melissa Keiswetter', written in a cursive style.

/S/ Melissa Keiswetter, Secretary