

MINUTES
NORTH CENTRAL MICHIGAN COLLEGE BOARD OF TRUSTEES
REGULAR MEETING – Library Conference Rooms 1 & 2
Tuesday, July 22, 2025 (4:00 p.m.)

1. CALL TO ORDER

Chairman Rasmussen called the meeting to order at 4:00 p.m.

2. ATTENDANCE ROLL CALL TAKEN:

PRESENT: Trustees Etienne, Kromm, Pretty, Rasmussen, and Shirilla

ABSENT: Trustees Keiswetter, and Wozniak

3. APPROVAL OF AGENDA

It was moved by Trustee Etienne and supported by Trustee Pretty that the agenda be approved with the addition of item 9. e. Economic Impact Study.

AYES: Trustees Etienne, Kromm, Pretty, Rasmussen, and Shirilla

NAYS: None

ABSENT: Trustees Keiswetter, and Wozniak

4. APPROVAL OF MINUTES

It was moved by Trustee Shirilla and supported by Trustee Kromm that the minutes of the June 24, 2025, Special Meeting (Board Retreat), be approved as written.

AYES: Trustees Etienne, Kromm, Pretty, Rasmussen, and Shirilla

NAYS: None

ABSENT: Trustees Keiswetter, and Wozniak

It was moved by Trustee Pretty and supported by Trustee Shirilla that the minutes of the June 24, 2025, Special Meeting Closed Session, be approved as written.

AYES: Trustees Keiswetter, Kromm, Pretty, Rasmussen, Shirilla, and Wozniak

NAYS: None

ABSENT: Trustee Etienne

It was moved by Trustee Shirilla and supported by Trustee Kromm that the minutes of the June 24, 2025, Regular Meeting, be approved as written.

AYES: Trustees Etienne, Kromm, Pretty, Rasmussen, and Shirilla

NAYS: None

ABSENT: Trustees Keiswetter, and Wozniak

5. STUDENT SUCCESS

Early Childhood Education Faculty member Jennifer Wixson provided informational handouts about NCMC's Early Learning Center to each of the Trustees. She noted seven children are currently enrolled out of a total capacity of 12. She introduced her team members: ECE Lead Teacher Angie Moulton, and Child Care Associate Teachers Kate Haubein and Sophia Henry.

6. COMMUNICATIONS

President Finley shared the following communications:

a. NCMC Names Nursing and Health Science School after Borra Family

Last month the board approved the naming of the Borra School of Nursing and Health Sciences. This division has been named to recognize the transformational gifts made by Pier and Renee Borra over the years, and their very generous commitment to support the nursing and health science scholarships and equipment over the next 20 years. On June 27, 2025, both Petoskey News Review and the Harbor Light News published articles about this, highlighting the unparalleled generosity of Pier and Renee Borra.

b. Freshwater Future - Thank you

On June 25, 2025, we received a thank you note from Jill M. Ryan, Executive Director of Freshwater Future.

Dear North Central Michigan College,

Thank you for your financial contribution to the Water Is Life Festival! Your gift of \$500 was received on 6/18/2025. Your generous donation will directly support the Water Is Life Festival celebrating our Great Lakes water resources and communities. Together, we're finding innovative solutions and providing trusted information to protect our water resources.

Thank you for helping to protect our precious waters,

- Jill M. Ryan

7. SCHEDULED PUBLIC COMMENT

Erick Haight, Psychology Faculty and AFPS Treasurer noted on behalf of the faculty that they are excited for the upcoming Fall semester and are looking forward to meeting new students.

8. FINANCIAL REPORT

Troy Slater, Director for the Business Office, was asked by Trustee Rasmussen to provide a financial report for June 2025. Troy certified that the financials as of June 2025 are within the amended budget for 2024-25. It was noted that these financials are preliminary numbers as the audit is currently underway.

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

AYES: Trustees Etienne, Kromm, Pretty, Rasmussen, and Shirilla

NAYS: None

ABSENT: Trustees Keiswetter, and Wozniak

9. PRESIDENT'S REPORTS

President Finley shared the following:

a. MOUs Renewed with Five Local School Districts

Director of Admission Corey Lansing, Dual Enrollment Coordinator Cara Deschermeier, and President Finley recently met with the Superintendents of Public Schools of Petoskey, Boyne City Public Schools, Cheboygan, Inland Lakes and Gaylord Community Schools. The Early College Memorandum of Understanding has been renewed with each of these five districts. These MOUs are the agreements that outline our partnerships with each district allowing their students to earn college credits by completing coursework at their home high school and the North Central campus

using on-campus, online, hybrid, distance learning and/or field experiences. Thank you to Corey and Cara for your efforts to keep these partnerships strong.

b. HLC Provides Formal Notification of NCMC's Reaccreditation

On Thursday, July 3rd, the college received official notification from the HLC's Institutional Actions Council (IAC). The IAC continued and reaffirmed the accreditation of North Central Michigan College with our next Reaffirmation of Accreditation in 2034-2035. Again, thank you to each and every employee for pitching in to make this a success, and special thanks to the core team who organized and put together a compelling argument: Dr. Strom, Dr. Sonneveldt, Dr. Leaver, and Jennifer Wood.

c. Grill & Chill Employee Cookout – July 29

We are looking forward to the annual Grill & Chill Employee Cookout on Tuesday, July 29th, and invite you all to attend. Thank you to the Employee Engagement Committee for organizing this annual event where employees can come together to enjoy food and play some yard games.

d. Spartan Writing Camp

The Top of the Mitt 2025 Spartan Writers' Camp North was on campus over the past few months. On June 23-27 and July 7-11 grades K-2 attended the writing camp with a focus on science, art, and nature. June 23-27 grades 3-5 attended with a focus on tall tales and graphic novels, and most recently last week grades 5-8 were here for a Harry Potter themed Camp. It was fun to watch them sort into houses and then enjoy everything Harry Potter themed.

e. Economic Impact Study

Erin Sonneveldt shared the one-page infographic overview of North Central Michigan College's 2023-2024 Economic Impact Study. She, in coordination with VP for Strategy and Special Projects Carol Laenen, VP for Finance & Facilities Tom Zeidel, and the business office, worked with Lightcast, a leading labor market analytics firm to generate the 113-page report, Fact Sheet, and Infographic. Important takeaways from NCMC's economic value include a total annual impact of \$78.9M of added income, supporting one out of every 66 jobs in the Four-County Region, and much more!

10. COMMITTEE REPORTS

a. Finance & Facilities Committee

Trustee Pretty shared that the Finance & Facilities Committee met on Tuesday, July 15 to review June Financials, CATEE Project Updates, progress report on the Early Learning Center, and the Dental Hygiene Clinic Schematic Design and estimated costs. There are no motions at this time.

b. Personnel Committee

Trustee Shirilla reported that the Personnel Committee met last Thursday, July 17, 2025, to receive CMO updates, retention and turnover data, administrative reorganization, and new hires. The committee was notified of the hiring of Steven Keck for the position of part-time Emergency Planning and Security Officer. One position requires board approval this month:

i. Vice President for Enrollment Management

Background: This is a new position that is included in the approved FY 2025-26 Proposed General Fund Operating Budget. As a new position, the Personnel Committee reviewed both the position description and recommended candidate for approval.

President Finley provided a brief background on the recommended candidate, Katie Navock.

Trustee Shirilla motioned, and Trustee Etienne supported that the College hire Katie Navock for the position of Vice President for Enrollment Management, to start August 25 of this year.

AYES: Trustees Etienne, Kromm, Pretty, Rasmussen, and Shirilla

NAYS: None

ABSENT: Trustees Keiswetter, and Wozniak

11. OLD BUSINESS

None.

12. NEW BUSINESS

Foundation Report

VP for Advancement and Executive Director of the Foundation, Chelsea Platte, provided the Trustees with a one-page overview of the Foundation's accomplishments over the past ten years. Fiscal Year 2024-2025 was a record setting year on two fronts: over \$7.5 M was raised – surpassing \$3.4M in 2020-2021; and the college had over 500 donors, surpassing 433 in 2020-2021. 124 of those 500 donors are new to the college. There has also been a renewed effort to build a base of support by our new Annual Giving and Alumni Coordinator, Liv Rollinger, who has increased outreach and appeals. VP Platte gave kudos to both the Foundation Team consisting of Gift Officers Miranda Fisher and Jenny Johnson, and Administrative Assistant Maria Fantozzi. Sandi Lehky rounds out the Foundation team, providing much database support behind the scenes. VP Platte also noted they could not accomplish this without the entire campus team, whose important work that is happening at the college makes all of this possible.

13. UNSCHEDULED PUBLIC COMMENT.

None.

14. ADJOURNMENT.

There being no further business, Trustee Etienne motioned, and Trustee Pretty supported the meeting be adjourned at 4:29 p.m.

AYES: Trustees Etienne, Kromm, Pretty, Rasmussen, and Shirilla

NAYS: None

ABSENT: Trustees Keiswetter, and Wozniak



/S/ Daniel D. Rasmussen, Chairman



/S/ Melissa Keiswetter, Secretary