

MINUTES
NORTH CENTRAL MICHIGAN COLLEGE
BOARD OF TRUSTEES
SPECIAL MEETING (RETREAT)
Stafford's Perry Hotel – Resort Room
Tuesday, November 18, 2025 (12:00 - 3:00 P.M.)

1. CALL TO ORDER

Chairman Rasmussen called the meeting to order at 12:01 p.m.

2. ATTENDANCE ROLL CALL

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

ABSENT: None

3. APPROVAL OF AGENDA

It was moved by Trustee Etienne and supported by Trustee Pretty that the agenda be approved as written.

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

NAYS: None

ABSENT: None

4. STATEMENT OF PURPOSE OF MEETING

Strategic Planning.

5. TRANSACTION OF BUSINESS IN ACCORD WITH STATED PURPOSE:

- a. How do we best meet our Mission and achieve our Vision? The college's Mission, Vision, and four Strategic Goals were reviewed to keep front of mind for the duration of the meeting.

- b. Initiative Updates.

- i. Emmet County Millage and Restoration

- VP for Strategy and Special Projects Carol Laenen, provided an overview of the upcoming 10-year voted millage that NCMC will be placing on the ballot for the November 3, 2026 election. The trustees were informed of the campaign finance law and were provided with a copy of Election Do's and Don'ts as directed by Michigan's Campaign Finance Act.

- ii. Dental Hygiene Clinic

- VP for Academic and Student Affairs Stephen Strom summarized the development of the proposed dental hygiene program curriculum. The curriculum has been reviewed internally by the Curriculum Review and Development and Academic Policies (CRD/AP) Committee and recommended to the President for approval. He in turn has recommended this program to the Board of Trustees for approval. It will next be vetted by the Curriculum Committee prior to the next Regular Board Meeting.

VP Strom summarized the expected timeline to attain Higher Learning Commission (HLC) approval, and Commission on Dental Accreditation (CODA) accreditation following board approval of the proposed curriculum.

It now needs to be decided whether we lease, buy, build space for the clinic. There are pros and cons to each approach. The following priorities were evaluated: time to start, total cost, cost per square foot, visibility, option to grow, fundraising feasibility, owned assets, proximity to Petoskey Campus, and proximity to the Community. Time to start and best serving our students and community were determined to be the most important considerations.

iii. CATEE Project and Plans to Ensure Success

President Finley shared Clark Construction's most recent progress report on construction of the Martin Jahn Technology Center and renovation/expansion of the Health Education and Science Center (HESC). VP Zeidel shared that the financing is strong due to donor support, the bond issue, health sciences grant, and MEDC grant. The Technology Center is poised to be completed July 1, 2026, and the HESC is projected to be completed July 21, 2026. This would allow for a Fall 2026 grand opening. VP Strom spoke to the programmatic initiatives in progress that will ensure the project is a success.

iv. STEP Center

Our FY27 Capital Outlay Request was again submitted for the Skilled Trades Education (STEP) Center addition to the new Technology Center. With a focus on the construction trades, this addition will also double the welding lab space and incorporate a robotic welding simulator. President Finley noted we were ranked #2 by the state last year, #1 this year, and are awaiting ranking for the FY 27 submittal.

v. Housing/New Dorm

VP for Finance & Facilities, Tom Zeidel noted we have plans to grow enrollment with programs such as dental hygiene, and athletics, and increased enrollment would necessitate additional student housing. A challenge is how much we can charge for housing. Financing options were discussed. Further discussions are being held on campus to explore every opportunity.

vi. ASPEN Prize Application

The President Finley noted the Aspen Institute named NCMC a Top 200 U.S. Community College, eligible for the 2027 Aspen Prize. He praised the NCMC team for their hard work to submit data and our application by the December 9 deadline.

vii. Online Enrollment Growth

President Finley spoke to a one-page online enrollment report summary. To continue to grow, this is an important modality. Online enrollment is 15% greater than it was in 2019, and 1/3 of our classes are online. Administrators are having discussions to develop a plan and allocate resources to continue this growth.

viii. Commencement Speaker/Honorary Degree Ideas

President Finley welcomed suggestions for our 2026 Commencement Speaker and Honorary Degree recipient. A list of previous Commencement Speakers and Honorary Degree recipients will be provided to the trustees for reference.

c. Board Composition/Representation

A question had been posed: 'who makes up the board of trustees?'. Michigan's Community College Act 331 of 1966 dictates the board have seven elected trustees. Other vehicles of communication from students and faculty to the administration and board do currently exist. Specifically, scheduled public comment, and unscheduled public comment are standing agenda items at monthly board meetings. Ideas were welcomed to bolster input from students and faculty.

6. PUBLIC COMMENT.

None.

7. OLD BUSINESS.

a. Pickleball Inquiry.

Administration's drafted response was shared with the board.

b. Conflict of Interest.

Trustees were provided with Conflict of Interest Disclosure Forms to sign

c. Civility Statement/Civility Wall

President Finley shared images of a Civility Wall he discovered at GRCC for possible inspiration.

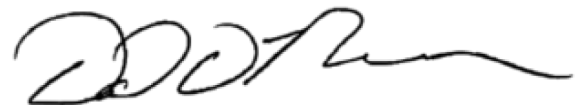
8. ADJOURNMENT

There being no further business, Trustee Etienne motioned and Trustee Shirilla supported that the meeting be adjourned at 3:35 p.m.

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

NAYS: None

ABSENT: None



/S/ Daniel D. Rasmussen, Chairman



/S/ Melissa Keiswetter, Secretary