

**NORTH CENTRAL MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
REGULAR MEETING  
LIBRARY CONFERENCE ROOMS 1 & 2  
June 26, 2018  
4:05 P.M.**

**AGENDA**

1. Call to Order.
2. Attendance.
3. Approval of Agenda.
4. Approve Minutes of May 22, 2018, Regular Meeting.
5. Communications.
6. Scheduled Public Comment on Agenda Items.
7. Financial Report and Statement of Bills as of May 31, 2018.
8. President's Report.
  - a. Strategic Plan Accomplishments 2017—2018.
  - b. 2018—2019 Strategic Plan.
  - c. Appointment of Foundation Director.
  - d. Appointment of MCCA Delegate & Alternate.
9. Committee Reports.
  - a. Finance and Facilities Committee.
  - b. Personnel Committee.
10. Old Business.
11. New Business.
12. Student Success.
13. Unscheduled Public Comment.
14. Adjournment.

**MINUTES  
NORTH CENTRAL MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
REGULAR MEETING  
LIBRARY CONFERENCE ROOMS 1 & 2  
Tuesday, June 26, 2018**

Chairman Millard called the meeting to order at 4:07 p.m.

PRESENT: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen and Shirilla.  
ABSENT: Trustee Noël.

Chairman Millard announced an addition to the agenda:

11. New Business.
  - a. Resolution of Appreciation for Dr. Cameron Brunet-Koch.

It was moved by Trustee Rasmussen and supported by Trustee Shirilla that the revised Agenda be approved as submitted.

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen and Shirilla.  
NAYS: None.

It was moved by Trustee Fought and supported by Trustee Kring that the Minutes of the May 22, 2018, Regular Meeting be approved as submitted.

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen and Shirilla.  
NAYS: None.

President Brunet-Koch reported that Gov. Snyder signed an omnibus budget bill on June 21 that included construction authorization for the College's AD/CL Building renovation project.

Dr. Brunet-Koch also reported that she received "thank you" notes from three Presidential Scholarship winners who will begin classes in September.

It was moved by Trustee Fought and supported by Trustee Shirilla that the May 2018 Financial Statement be approved as submitted and certified by David Hartnett, Vice President of Finance and Facilities.

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen and Shirilla.  
NAYS: None.

Dr. Brunet-Koch reported on the Strategic Plan accomplishments for the 2017—2018 academic year. She highlighted accomplishments by a number of departments working both independently and collaboratively across campus.

President Brunet-Koch discussed the Strategic Plan for 2018—2019. Per recommendation by the Core Team, our guiding principles, vision, mission and philosophy all

remain the same, with the addition of a more intentional focus on sustainability. The Core Team has recommended three strategic priorities (2017—2020) and four strategic goals for 2018—2019.

After discussion, it was moved by Trustee Keiswetter and supported by Trustee Kring that the 2018—2019 Strategic Plan be approved.

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

NAYS: None.

Dr. Brunet-Koch called on Dr. Lisa Watson, Executive Director of the Foundation, who reported that the Foundation Board of Directors approved the addition of Chris Morley to the Foundation Board. Her Board has also recommended that three current members, Max Bunker, Joan Kleinstiver and Stan Smith, be approved for another three-year term. Their appointment requires Board approval.

After discussion, it was moved by Trustee Shirilla and supported by Trustee Keiswetter that Max Bunker, Joan Kleinstiver, Chris Morley and Stan Smith be appointed to a three-year term on the Foundation Board of Directors.

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

NAYS: None.

President Brunet-Koch reported that the Michigan Community College Association has asked the College to name a trustee delegate and an alternate to represent North Central on its Board of Directors.

After discussion, it was moved by Trustee Shirilla and supported by Trustee Kring that Melissa Keiswetter be appointed as North Central Michigan College's representative to the MCCA Board of Directors, and Phil Millard be appointed as the alternate.

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

NAYS: None.

Trustee Fought, chairman of the Finance and Facilities Committee, reported that the committee met on June 19, 2018. In addition to reviewing May's financial statements, the committee discussed the 2018—2019 Proposed General Fund Budget, including General Fund Operating Millage and Special Operating Millage.

After discussion, the following motion was made by Trustee Fought and supported by Trustee Kring:

BE IT RESOLVED that the Board adopt a Tentative General Fund Operating Budget in the aggregate amount of \$16,429,949 for the fiscal year 2018—2019. To cover the budget, BE IT RESOLVED that the Board levy the maximum ongoing charter millage, calculated at 1.0992 mills of ad valorem property taxes. BE IT FURTHER RESOLVED that the Board levy the voted operating millage of .9875 mill. This was approved by the voters of Emmet County in November 2016 for a period of 10 years.

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen and Shirilla.  
NAYS: None.

Trustee Fought also reported that the committee reviewed the 2017—2018 Proposed General Fund Final Budget. The proposed budget reflects an increase of \$215,701 in expected revenues, and expenses of a like amount.

After discussion, the following motion was made by Trustee Fought and supported by Trustee Kring:

BE IT RESOLVED that the Board adopt the Final General Fund Operating Budget in the aggregate amount of \$17,101,624 for the fiscal year 2017—2018.

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen and Shirilla.  
NAYS: None.

Trustee Fought also reported that the Finance and Facilities Committee heard a recommendation regarding necessary repairs to the roof of the Residence Hall lobby. Leaks around three roof drains have caused damage to the steel decking under the roof, requiring repair work. The College received two bids, and the low bidder was Butcher & Butcher Construction of Harbor Springs.

After discussion, it was moved by Trustee Fought and supported by Trustee Keiswetter that the bid from Butcher & Butcher Construction of Harbor Springs in the amount of \$40,750 be accepted to repair the roof over the Residence Hall lobby, with funding to come from the Reserve for Plant Maintenance Fund of the Plant Fund.

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen and Shirilla.  
NAYS: None.

Trustee Fought also reported that the committee heard a recommendation to replace the court dividers in the Student and Community Resource Center. The current dividers have reached the end of their usable life. Dallas Culvahouse, Director of the SCRC, has researched several options for repair of our current dividers vs. purchasing new dividers. The repair cost actually exceeds the replacement cost, so he has recommended that the College upgrade its current cable/grommet system to a center-roll system, which will extend the life of the dividers.

After discussion, it was moved by Trustee Fought and supported by Trustee Kring that the partition curtains in the SCRC gymnasium be replaced with the proposed roll system at a cost of \$27,700, with funding to come from the Reserve for SCRC Fund of the Plant Fund.

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen and Shirilla.  
NAYS: None.

Trustee Shirilla, chairman of the Personnel Committee, reported that the committee met to discuss two personnel recommendations.

After discussion, it was moved by Trustee Shirilla and supported by Trustee Fought that the Board hire Mr. Charles Hayes as Dean of Business, Manufacturing and Technology, at a starting salary of \$77,000, to begin on Monday, July 9, 2018.

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen and Shirilla.  
NAYS: None.

After discussion, it was moved by Trustee Shirilla and supported by Trustee Kring that the Board hire Dr. Jamie Pagels as Dean of Nursing, Allied Health and Science, at a starting salary of \$85,000, to begin on Monday, July 9, 2018.

AYES: Trustees Fought, Keiswetter, Kring, Millard, Rasmussen and Shirilla.  
NAYS: None.

Chairman Millard proposed that the Board consider adopting a resolution in recognition of President Brunet-Koch's extraordinary service and leadership to North Central Michigan College during her 17-year tenure as president.

After discussion, the following motion was made by Chairman Millard and supported by Trustee Fought:

*WHEREAS throughout her career Dr. Koch has worked tirelessly to promote the many values of community colleges;*

*WHEREAS under Dr. Koch's leadership the Petoskey Campus was expanded to include the Student and Community Resource Center, the Health Education and Science Center, the stationary CNC lab and the Harris Gardens;*

*WHEREAS growth beyond the Petoskey campus was realized including a satellite location in East Jordan, the Straits Area Education Center in Cheboygan and the new Gaylord Center in Gaylord;*

*WHEREAS active collaborations and partnerships have been formed with area hospitals and health care providers, with universities, with the Little Traverse Bay Bands of Odawa Indians, with numerous community groups and area employers;*

*WHEREAS during Dr. Koch's tenure, enrollment hit an all-time high of 3,208 students, North Central Michigan College awarded its 11,000<sup>th</sup> degree, the Early College program was introduced, and allied health programming expanded;*

*WHEREAS North Central Michigan College joined a national initiative called "Achieving the Dream" to improve student success and earned Leader College distinction for showing evidence of measurable improvements in student achievements, and the College was also named a Military Friendly School;*

*WHEREAS the Student Emergency Fund has grown, and the Foundation's permanent scholarship now surpasses three million dollars;*

*WHEREAS Dr. Koch's unwavering commitment to North Central's students, her dedicated service on numerous community and industry boards and her drive to make our community a better place has enriched those fortunate enough to know and work with her;*

*WHEREAS Dr. Koch's contributions as a thoughtful, hard-working, kind, dedicated, and generous leader are appreciated and will be greatly missed by North Central Michigan College's Board of Trustees;*

*THEREFORE, BE IT RESOLVED that the North Central Michigan College Board of Trustees:*

*1. Expresses its deepest appreciation for the outstanding contributions made by Dr. Cameron Brunet-Koch during her seventeen years of service as President of North Central Michigan College; and*

*2. Extends its best wishes as she approaches her well-earned retirement; and*

*BE IT FURTHER RESOLVED THAT:*

*3. A copy of this resolution be entered permanently into the Board minutes of the North Central Michigan College Board of Trustees.*

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

NAYS: None.

Dr. Brunet-Koch thanked the trustees for their support and for selflessly giving of their time and talents to benefit the College and its students.

There being no further business, the meeting was declared adjourned at 4:45 p.m.

/S/ Irma Noël, Secretary

/S/ Philip Millard, Chairman