

**NORTH CENTRAL MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
REGULAR MEETING  
LIBRARY CONFERENCE ROOMS 1 & 2  
July 30, 2019  
4:00 P.M.**

**AGENDA**

1. Call to Order.
2. Attendance.
3. Approval of Agenda.
4. Approve Minutes of June 25, 2019, Public Budget Hearing.
5. Approve Minutes of June 25, 2019, Regular Meeting.
6. Communications.
7. Scheduled Public Comment on Agenda Items.
8. Financial Report and Statement of Bills as of June 30, 2019.
9. President's Report.
  - a. Communications Audit.
  - b. Red Cedar Writing Camp.
  - c. MiCareerQuest Event.
10. Committee Reports.
  - a. Finance and Facilities Committee.
  - b. Bylaws and Policy Committee.
  - c. Personnel Committee.
11. Old Business.
12. New Business.
13. Student Success.
  - a. Club Athletics.
14. Unscheduled Public Comment.
15. Adjournment.

**MINUTES  
NORTH CENTRAL MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
REGULAR MEETING  
LIBRARY CONFERENCE ROOMS 1 & 2  
Tuesday, July 30, 2019**

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

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

It was moved by Trustee Fought and supported by Trustee Shirilla that the 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 Shirilla that the Minutes of the June 25, 2019, Public Budget Hearing and Regular Meeting 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 Keiswetter that the June 2019 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. Finley introduced Ms. Cathy Ahles, a marketing and public relations consultant who has been working with our College Communications Department to evaluate the effectiveness of our current branding and marketing initiatives. Ms. Ahles shared her background with the Board, then reported on the results of a survey of area business leaders and a separate survey of students and alumni. Ms. Ahles shared her “bottom-line results” and recommendations for moving forward with our branding and marketing of NCMC. She encouraged the Board to review her entire report and contact her directly with questions.

President Finley reported that there has been increased energy and activity on campus thanks to Red Cedar Writing’s Harry Potter Camp. This camp, organized by adjunct English instructor Toby Kahn-Loftus, brought 44 elementary and middle school students to campus during the week of July 22—26. This week, our Corporate and Community Education division is hosting a Math Boot Camp on campus.

Dr. Finley reported that the College has been asked to serve as the host for a MiCareerQuest event on either October 18 or October 25, 2019. This event, led by Michigan Works in partnership with Char-Em ISD, will bring an estimated 700—800 area ninth-graders to

campus to learn about careers in advanced manufacturing, construction, health sciences, information technology, agriculture, and hospitality.

Trustee Fought, chairman of the Finance and Facilities Committee, reported that the committee met on July 16, 2019. In addition to reviewing June's financial statements, the committee discussed the proposed 2018—2019 Year-End Transfers, which total approximately \$1.2 million. The College is fortunate to be in a position to replenish its fund balances at year's end, particularly given that best practice indicates that approximately \$2—3 million should be spent per year to maintain our \$50 million physical plant. Trustee Fought reported that there were no action items for the Board at this time.

Trustee Rasmussen reported that the Bylaws and Policy Committee reviewed a proposed policy pertaining to the readmission of service members who are called or ordered to active duty. The language is taken directly from U.S. Department of Education guidelines. The College has two existing policies that apply to student veterans/military members: "In-State Residency for Military Veterans" and "Student Called to Active Military Duty During Semester." In addition to adopting the proposed policy, the Bylaws and Policy Committee recommended that all military/veteran-related policies be collapsed into one policy. A draft of just such a policy, Policy 314 Military/Veterans, was included in the Board materials.

After discussion, it was moved by Trustee Rasmussen and supported by Trustee Fought that the Board approve, as presented, Policy 314, Military/Veterans.

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

Trustee Shirilla, chairman of the Personnel Committee, reported that the committee met to review a recommendation to hire a full-time Content Media Administrator. This position, though new, is not an additional position. The College's needs have changed since Kathy Bardins was hired full-time in 2013, and this position captures the role best suited to meet the College's needs, both currently and moving forward. Rather than filling Kathy Bardins' vacant position, the College Communications Department is heading in a new direction, with a position that better fits the new digital marketing landscape.

After discussion, it was moved by Trustee Shirilla and supported by Trustee Keiswetter that the Board hire Megan Van Horn for the position of full-time Content Media Administrator at a rate of \$55,000 per year, to begin following the hire of a new Executive Assistant to the President.

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

Trustee Keiswetter, North Central's trustee delegate to the Michigan Community College Association, shared her notes from the 2019 MCCA Summer Conference, held in Traverse City July 24—26. President Finley thanked Trustee Keiswetter for her attendance and participation.

Dr. Finley introduced Ms. Ashley Antonishen, Outreach Recruiter, who reported on an initiative to add club sports to our offerings at NCMC. Cross country running and downhill

skiing are being considered for Fall 2019 and Winter 2020, and Ms. Antonishen shared an update on plans for a Ski Club.

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

/S/ Irma Noël, Secretary

/S/ Philip Millard, Chairman