

**NORTH CENTRAL MICHIGAN COLLEGE
BOARD OF TRUSTEES
REGULAR MEETING
LIBRARY CONFERENCE ROOMS 1 & 2
August 28, 2018
4:00 P.M.**

AGENDA

1. Call to Order.
2. Attendance.
3. Approval of Agenda.
4. Approve Minutes of July 24, 2018, Regular Meeting.
5. Communications.
6. Scheduled Public Comment on Agenda Items.
7. Financial Report and Statement of Bills as of July 31, 2018.
8. President's Report.
 - a. Campus Listening Sessions.
 - b. Cabinet Retreat.
 - c. 2018 Student Success Summit.
 - d. Capital Funds Discussion.
9. Committee Reports.
 - a. Finance and Facilities Committee.
 - b. Bylaws & Policy 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, August 28, 2018**

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

PRESENT: Trustees Fought, Keiswetter, Kring, Millard, Noël, Rasmussen and Shirilla.
ABSENT: None.

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

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

It was moved by Trustee Keiswetter and supported by Trustee Noël that the Minutes of the July 24, 2018, Regular Meeting be approved as submitted.

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

President Finley introduced Dr. Lisa Watson, Executive Director of the Foundation, who reported that the 3rd annual Garden Party, held on August 12, raised approximately \$50,000 in scholarship dollars for our manufacturing students. Dr. Watson reminded the Board of the College's 21st annual community Cookout on September 9. We will be celebrating North Central's 60th anniversary.

Dr. Finley reported that the signage at the Howard Street entrance to campus is now more visible, with trees trimmed and/or removed. He thanked Ernst Rusche, Director of the Physical Plant, and his crew for their efforts.

President Finley reported that administration is working to develop a draft "Honorary Doctorate Policy" and a draft "Emeritus Rank Policy" for consideration by the Board's Bylaws and Policy Committee.

Dr. Finley reported that the College is exploring the possibility of a Grants Writer/Administrator post. Such a position would help North Central secure additional resources, but it must offer a strong return on investment. Creation of this position would require approval by the Board's Finance and Facilities Committee.

President Finley reported that his wife Heidi is making the transition from Sault Ste. Marie to Petoskey.

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

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

Dr. Finley presented the President's Report, during which he updated the Board on his campus listening sessions with area stakeholders, an August 20 Cabinet retreat to the Twin Saults, the 2018 Student Success Summit, and a brainstorming session with faculty and staff about how \$1.5 million of programmatic campaign funds would best be spent. He also reported that Fall 2018 enrollment is down, as was projected. He will provide additional details as the numbers become more firm.

Trustee Fought, chairman of the Finance and Facilities Committee, reported that the committee met on August 21, 2018. In addition to reviewing July's financial statements, the committee discussed an Office of Retirement Services (ORS) mandate for community colleges to provide information on their student employees for the past four years. Specifically, ORS is looking to collect from community colleges retirement contributions on its part-time student employees. North Central is among 16 of the 28 Michigan community colleges that do not fund MPERS for their part-time student employees. For the college, this comes out to \$72,000 over the four-year period in question. The Michigan Community College Association (MCCA) is working on our behalf, and we are actively involved with 15 other Michigan community colleges working to seek an equitable solution.

Trustee Fought also reported that the City of Harbor Springs has decided to pursue its Tax-Increment Financing Plan (TIF) effective for the years 2018—2022. At the May 22, 2018, Board meeting, the trustees defeated a motion to participate in the Harbor Springs 2018—2022 TIF. Trustee Fought reported that the Finance Committee affirmed the Board's original position, but now additional action is necessary to exempt the College from this TIF.

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

WHEREAS, North Central Michigan College (the "College") understands that the City of Harbor Springs held a public hearing on July 16, 2018, on the proposed amendment to its Tax Increment Financing ("TIF") Plan, which it approved on August 7, 2018, to "raise funds through the capture of property tax growth in the Downtown Development Authority district to pay the costs for administration of the DDA and to fund DDA Projects;"

WHEREAS, Act 197 of 1975 (the "Act"), Section 3(3) provides that, "... a governing body of a taxing jurisdiction levying *ad volorem* property taxes that would otherwise be subject to capture may exempt its taxes from capture by adopting a resolution to that effect and filing a copy with the clerk of the municipality proposing to create the authority." MCL 125.1653;

WHEREAS, the Board of Trustees as the governing body of the College, as a taxing authority affected by the amendment to the TIF Plan, has reviewed the proposed amendment to the TIF Plan and finds that the TIF Plan is not in the best interest of the College; and,

WHEREAS, pursuant to the Act, and other applicable law, the Board of Trustees desire to exempt its taxes from capture as contemplated by the City of Harbor Springs under the TIF Plan.

WHEREAS, 60 days have not elapsed.

NOW THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

1. The Board of Trustees hereby resolves and otherwise elects to opt out of the amended TIF Plan adopted by the City of Harbor Springs and to fully exempt its taxes from capture as contemplated under the TIF Plan to the full extent permitted under the Act and all other applicable law;
2. The President of the College is hereby authorized to take any and all action to implement the terms and conditions of this Resolution.
3. A copy of this Resolution will be filed with the clerk of the City of Harbor Springs.

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

NAYS: None.

Trustee Fought also reported that the Finance Committee concluded its discussion of a proposal to grant an easement for the City of Petoskey to build a pedestrian bridge in the College's Natural Area. The College will not bear any financial responsibility for the construction of the bridge, however, to proceed with securing funding for the project, the City requires an indication of the College's intent to proceed.

After discussion, it was moved by Trustee Fought and supported by Trustee Kring that North Central Michigan College communicate to the City of Petoskey the College's intent to grant an easement to the City of Petoskey across the Bear River within its Natural Area property, contingent upon mutually acceptable legal easement language to be crafted for this purpose. The easement will connect City of Petoskey and North Central Michigan College properties, leading to the proposed Iron Belle Trail Bridge, for utilization by those hiking the North Country Trail.

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

NAYS: None.

Trustee Rasmussen reported that the Bylaws and Policy Committee met on August 15, 2018, to review proposed revisions to a number of College policies. Renee DeYoung, Vice President of Student Affairs, explained that the proposed revisions do not change the substance or intent of the policies, but are meant to clarify and reflect current College practice.

After discussion, the following motion was made by Trustee Rasmussen and supported by Trustee Shirilla:

"I move that the Board adopt the proposed revisions as submitted by the Vice

President of Student Affairs and agreed to by the Bylaws and Policy Committee for the following policies.”

- #200, Academic Assessment Policy
- #300, Admission and Enrollment Policy
- #302, Repeating Courses for Improvement of Grade Policy
- #306, North Central Michigan College Policy on Student Organizations
- #400, Campus Security Policies and Procedures
- #500, Residence Hall Contract Information Policy
- #501, Residence Hall Courteous and Quiet Hours Policy
- #503, Residence Hall Fire Safety Policy
- #507, Residence Hall Student Grievance Process
- #510, Violations in the Residence Hall

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

NAYS: None.

There being no further business, the meeting was declared adjourned at 4:25 p.m.

/S/ Irma Noël, Secretary

/S/ Philip Millard, Chairman