

**NORTH CENTRAL MICHIGAN COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
EDWARD H. FENLON LECTURE HALL (AD/CL 122)**

August 27, 2019

4:00 P.M.

AGENDA

1. Call to Order.
2. Attendance.
3. Approval of Agenda.
4. Approve Minutes of July 30, 2019, Regular Meeting.
5. Communications.
6. Scheduled Public Comment on Agenda Items.
7. Financial Report and Statement of Bills as of July 31, 2019.
8. President's Report.
 - a. 2019 Student Success Summit.
 - b. Charlevoix Chamber Video.
 - c. Charlevoix State of the Community Luncheon.
 - d. Solar Panel Installation.
 - e. September Board Meeting.
 - f. Classes on McLaren's Campus.
 - g. MiCareerQuest Event.
9. Committee Reports.
 - a. Finance and Facilities Committee.
 - b. Bylaws & Policy Committee.
 - c. Personnel Committee.
10. Old Business.
11. New Business.
 - a. Fall Board Retreat.
12. Student Success.
 - a. NCMC Campus Cupboard.
 - b. Club Sports Update.
13. Unscheduled Public Comment.
14. Adjournment

**MINUTES
NORTH CENTRAL MICHIGAN COLLEGE
BOARD OF TRUSTEES
REGULAR MEETING
EDWARD H. FENLON LECTURE HALL (AD/CL 122)
Tuesday, August 27, 2019**

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 Noël and supported by Trustee Fought that the Agenda be approved as submitted.

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

It was moved by Trustee Fought and supported by Trustee Noël that the Minutes of the July 30, 2019, Regular Meeting be approved as submitted.

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

President Finley reported that students will return to campus on September 3, the first day of the 2019—2020 academic year. Renee DeYoung noted that students living in the Residence Hall move in this Friday, August 30.

It was moved by Trustee Fought and supported by Trustee Rasmussen that the July 2019 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 reported that Monday, August 26, marked the beginning of our Student Success Summit, a week of faculty/staff professional development opportunities that serves as the official “kickoff” to the 2019—2020 academic year. We were pleased to welcome our architects from Cornerstone, who shared a preview of our draft Campus Master Plan, and MCCA President Mike Hansen, who shared insight on the current educational and legislative landscape relative to Michigan community colleges.

President Finley reported that Sarah Hagen, director of the Charlevoix Area Chamber of Commerce, extended an invitation for the College to be featured in a series of “Welcome to Charlevoix” videos aimed at showcasing the Charlevoix area. A crew from CGI Communications visited campus today to shoot footage for the video.

Dr. Finley reported that he has been invited to provide one of three keynotes during the annual Charlevoix State of the Community Luncheon at Castle Farms on Tuesday, September 10. Other speakers for the event include Mark Heydlauff, Charlevoix city manager, and Kent Wood, director of government relations for the Northern Michigan Chamber Alliance. We are honored by the invitation to provide an update on the “State of the College.”

President Finley reported that a solar panel array has been installed on campus behind the Library. This initiative is the result of a partnership between NCMC and the Leadership Little Traverse Class of 2019, with support from several area sponsors, including our very own Dave Kring.

Dr. Finley reported that the next Regular Board meeting will be held on Thursday, September 12, at 4 p.m. in Library Conference Rooms 1 & 2.

President Finley reported that the College will offer three courses on McLaren’s campus this Fall, including OAS 101, Customer Service, OAS 116, Medical Terminology, and OAS 190, Employability Skills. These classes are targeted toward hospital employees looking to further their education, and McLaren’s employee tuition reimbursement program will help these students pay for their classes. We are excited about yet another win-win partnership with an area business.

Dr. Finley reported that North Central will host a MiCareerQuest event in the SCRC on October 18, 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.

President Finley reported that the AD/CL Building renovation budget of \$7.4 million has been finalized by Clark Construction. Approval by the Department of Technology, Management and Budget is expected this Friday. The project is progressing in good stead, with a bid package release scheduled for September 4, and bids due October 3.

Trustee Fought, chairman of the Finance and Facilities Committee, reported that the committee met on August 20. In addition to reviewing July’s financial statements, the committee reviewed a draft investment policy statement and heard an update on the Campus Master Plan and AD/CL Building renovation project. 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 update to add language surrounding veterans’ benefits for school compliance. The proposed language ensures that student-veterans will not be denied access to classes, libraries, or other College facilities, or required to borrow additional funds because of the individual’s inability to pay due to the delayed disbursement of funds from the V.A. A draft of the proposed language was included in the Board materials.

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

AYES: Trustees Fought, Keiswetter, Kring, Millard, Noël, 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 Executive Assistant to the President, filling the vacancy created by Megan Van Horn's transition to full-time Content Media Administrator.

After discussion, it was moved by Trustee Shirilla and supported by Trustee Noël that the Board hire Lea Dietzel for the position of full-time Executive Assistant to the President, at a rate of \$52,000 per year prorated to her start date, to begin on September 3, 2019.

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

President Finley asked trustees to check their availability for a half-day Board Retreat on Tuesday, October 22. He will confirm the location and time of the Retreat in the near term.

Dr. Finley introduced Ms. Renee DeYoung, Vice President of Student Affairs, who reported that the College is in the final stages of launching a food pantry, the Campus Cupboard, to assist students who are dealing with food insecurity. Faculty, staff, students, community members, and many community-based organizations, including Manna Food Project, are working together to provide these items to NCMC students conveniently and discreetly throughout the year.

President Finley introduced Professor Rod Anderson, who provided an update on the cross-country running club. To date, 20—25 students have expressed an interest in the club, which is open to both competitive and noncompetitive runners. He thanked President Finley and Renee DeYoung for their support, and Chairman Millard thanked Professor Anderson for leading this initiative.

There being no further business, the meeting was declared adjourned at 4:28 p.m.

/S/ Irma Noël, Secretary
/S/ Philip Millard, Chairman