

**NORTH CENTRAL MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
REGULAR MEETING  
EDWARD H. FENLON LECTURE HALL (AD/CL 122)  
October 23, 2018  
4:00 P.M.  
AGENDA**

1. Call to Order.
2. Attendance.
3. Approval of Agenda.
4. Approve Minutes of September 25, 2018, Regular Meeting.
5. Communications.
  - a. Professor Benjamin Crockett – Post Graduate Diploma in Anatomical Sciences, College of Medicine and Veterinary Medicine, University of Edinburgh.
  - b. Tempestry Project.
  - c. Anatomage Table Delivery & Training.
  - d. Fall Board Retreat – November 12, 2018.
  - e. December Board Meeting.
6. Scheduled Public Comment on Agenda Items.
7. Financial Report and Statement of Bills as of September 30, 2018.
8. President's Report.
  - a. Five-Year Capital Outlay Plan.
  - b. Iron Belle Trail Bridge.
  - c. Fundraising Update.
  - d. Enrollment Management Planning Team.
9. Committee Reports.
  - a. Finance and Facilities Committee.
10. Old Business.
11. New Business.
12. Student Success.
  - a. 2018 MCCA Student Success Summit, “Pathways to Equity and Opportunity.”
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, October 23, 2018**

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

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

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

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

It was moved by Trustee Fought and supported by Trustee Rasmussen that the Minutes of the September 25, 2018, Regular Meeting be approved as submitted.

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

President Finley congratulated Ben Crockett, Professor of Biology, on the completion of his Post Graduate Diploma in Anatomical Sciences. Professor Crockett obtained his degree from the University of Edinburgh's College of Medicine and Veterinary Medicine.

Dr. Finley also congratulated the nine women involved in North Central's Tempestry Project for combining their talents for knitting and art with their concern about the environment to create an exhibit now on display in the North Central Library. The artists used NOAA weather data kept at the North Central Weather Station to create a series of long, knit works in which changing color represents the daily high temperatures for one year. This data tells a story of how our climate is changing in Petoskey and on our campus. Participating artists include:

- Jami Blaauw-Hara, Professor of English
- Jane Bowe, Professor of Office Administrative Services
- Kathy Germain, Professor of Biology
- Melanie Leaver, Associate Dean of Instructional Technology
- Marcia Meyer, Part-Time Early Childhood Education Faculty
- Shanna Robinson, Professor of Art
- Suzanne Shumway, Professor of English (retired 2015)
- Dawn Swaim, Part-Time Art Faculty
- Carrie Tebeau, Part-Time English Faculty

President Finley introduced Jim Cousino, Associate Dean of Public Service Programs, who reported that generous donor support has allowed the College to purchase an anatomage ("anatomy" + "image") table. This large table is a digital cadaver lab that includes

gross anatomy of three full cadavers, plus an excess of 1,400 case files with specific MRIs and cross-sections of the human anatomy. The table will allow our nursing and allied health students to achieve greater mastery of concepts relating to anatomy and physiology. The table was delivered on October 22, and a training session and media event is scheduled for October 25.

Dr. Finley reported that a Board Retreat has been scheduled for November 12, 2018, at 1 p.m. at the Perry Hotel. The purpose of the meeting is strategic planning.

Chairman Millard announced that the Board's Regular December meeting is cancelled. As stipulated in the Board Bylaws, the Board will hold an Organizational Meeting on Monday, January 7, 2019. Chairman Millard appointed an ad hoc committee comprised of Trustees Shirilla, Keiswetter and Rasmussen to propose a slate of officers. Board officers are elected for a term of two years.

It was moved by Trustee Fought and supported by Trustee Rasmussen that the September 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 and Rasmussen.  
NAYS: None.

President Finley reported that the State Budget Office requires colleges and universities to submit a Five-Year Capital Outlay Plan to provide state policymakers with the most current information available on institutional priorities and needs. The 2018 Five-Year Capital Outlay Plan, which covers fiscal years 2020—2024, requires Board approval.

After review and discussion of the 2018 Five-Year Capital Outlay Plan, it was moved by Trustee Keiswetter and supported by Trustee Kring that the Board approve North Central Michigan College's Five-Year Capital Outlay Plan covering fiscal years 2020—2024.

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

Dr. Finley reported that he worked with Kendall Klingel Smith, Petoskey's Director of Parks and Recreation, to provide a letter of support for the city's grant application to the Michigan Natural Resources Trust Fund (MNRTF) for funds to build the Iron Belle Trail Bridge. His letter cited the College's intent to grant an easement "contingent upon mutually acceptable legal easement language." MNRTF guidelines indicate that an easement should be provided from public road to public road, which might preclude the city from being eligible for funding.

President Finley reported that momentum continues to build during the quiet phase of our "Building Tomorrow Together" capital campaign. Additionally, we have received donations of approximately \$250,000 for our annual campaign.

Dr. Finley announced that an Enrollment Management Planning Team will be re-established. Dr. Bob Marsh, Associate Dean of Research and Assessment, will develop an "enrollment dashboard" with targets by degree, program, and county, which will aid our team in its efforts. We are taking these steps with an eye toward growing enrollment by 100 students next fall.

President Finley shared an update on the AD/CL Building renovation project. The College's design team has worked with our architects to achieve the "value engineering" necessary to bring the project within budget. Steel tariffs and escalation of construction costs were cited as reasons for the overage. As a result, restroom renovations and the construction of a career center and classroom in the current Administration Office have been slated for completion during a future phase of the project.

Trustee Fought, chairman of the Finance and Facilities Committee, reported that the committee met on October 16 to review the September financial statements. In addition, the committee met with auditors from Rehmann Robson to review their report on the College's financial statements for the year ended June 30, 2018. The auditors' report covers the combined financial statements of the College and the Foundation, as well as their findings during an audit of our financial aid activity. All reports contained "clean opinions."

After discussion, it was moved by Trustee Fought and supported by Trustee Kring that Rehmann's reports on the financial statements of North Central Michigan College and student financial aid for the year ended June 30, 2018 be accepted, and further, that a summary of the financial statements be published in the *Petoskey News-Review*.

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

President Finley introduced Joseph Balinski, Director of Enrollment Services/Registrar, who shared some of the major takeaways from the 2018 MCCA Student Success Summit, "Pathways to Equity and Opportunity," held in Lansing on September 27 & 28. Melissa Colby, Academic/Veterans Advisor, and Chuck Hayes, Dean of Business, Manufacturing and Technology, also shared their feedback.

There being no further business, the meeting was declared adjourned at 4:30 p.m.

/S/ Irma Noël, Secretary

/S/ Philip Millard, Chairman