

**NORTH CENTRAL MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
REGULAR MEETING  
CONFERENCE ROOMS 1 & 2  
October 25, 2016  
4:00 P.M.  
AGENDA**

1. Call to Order.
2. Attendance.
3. Approval of Agenda.
4. Approve Minutes of September 27, 2016, Regular Meeting.
5. Communications.
6. Scheduled Public Comment on Agenda Items.
7. Financial Report and Statement of Bills as of September 30, 2016.
8. President's Report.
  - a. Associate of Applied Science in Welding.
9. Committee Reports.
  - a. Finance and Facilities Committee.
  - b. Personnel Committee.
10. Old Business.
11. New Business.
12. Student Success.
  - a. Student Success Summit.
13. Unscheduled Public Comment.
14. Adjournment.

**MINUTES  
NORTH CENTRAL MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
REGULAR MEETING  
LIBRARY CONFERENCE ROOMS 1 & 2  
Tuesday, October 25, 2016**

Chairman Millard called the meeting to order at 4:01 p.m.

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

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

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

It was moved by Trustee Shirilla and supported by Trustee Kuebler that the Minutes of the September 27, 2016, Regular Meeting be approved as submitted.

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

President Brunet-Koch reported that she and the vice presidents are working on the College's Five-Year Capital Outlay Plan and Fiscal Year 2018 Capital Project Request, both of which are due to the State Budget Office by Monday, October 31. We will submit our information this week.

It was moved by Trustee Fought and supported by Trustee Kring that the September 2016 Financial Statement be approved as submitted and certified.

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

President Brunet-Koch introduced Georgia Abbott, Education and Business Development Director for the Industrial Arts Institute (IAI) in Onaway, who gave an overview of the College's new Associate of Applied Science in Welding degree. The program is the result of a partnership between the College and IAI and will be offered beginning Winter 2017.

Trustee Fought, chairman of the Finance and Facilities Committee, reported that the committee met on October 18 to review the September financial statements. In addition, the committee heard the following updates:

- The College will award Gibson Excavating with a one-year snow removal contract for a total cost of \$24,000. Because this is under \$25,000, it does not require Board approval.
- The College is purchasing a new van to replace the oldest vehicle in its fleet.

The van will be purchased through MiDEAL, the state's contract purchasing system. The cost of the vehicle is \$21,436, and therefore does not require Board approval.

- Installation of the new Emergency Notification System (ENS) is nearly complete. The system is scheduled to be fully operational by the end of October.

Trustee Fought also reported that Garland, the company that installed the roof on the cafeteria, has conceded that the materials used were faulty, leading to a number of issues since it was put on 13 years ago. They have agreed to honor the warranty and pay for the cost of materials to replace the roof, but the College must pay for labor. The Finance Committee reviewed bids from three authorized installers and is recommending Ostrander Windows, Siding & Roofing of Belding, Michigan.

After discussion, it was moved by Trustee Fought and supported by Trustee Keiswetter that Ostrander Windows, Siding & Roofing of Belding, Michigan, be retained to install the replacement roof on the cafeteria at a cost of \$155,000, with work to be completed yet this fall.

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

Trustee Fought also reported that the Finance Committee met with auditors from Rehmann Robson to review their report on the College's June 30, 2016 and 2015 financial statements. 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 Keiswetter that the auditors' reports on the financial statements of North Central Michigan College and student financial aid for the year ended June 30, 2016, and the related reports on internal accounting controls and compliance issued by Rehmann be accepted, and a summary of the financial statements be published in the *Petoskey News-Review*.

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

Trustee Shirilla, chairman of the Personnel Committee, reported that the committee met to review a recommendation to hire David McKenney as a full-time Network Administrator. Mr. McKenney was enthusiastically endorsed by his search committee.

After discussion, it was moved by Trustee Shirilla and supported by Trustee Noël that the Board hire David McKenney for the position of Network Administrator, at a starting salary of \$51,000, to begin on October 26, 2016.

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

Chairman Millard announced that the Board's Regular November meeting will be held at 4 p.m. on Tuesday, November 29, 2016, in Library Conference Rooms 1 & 2.

President Brunet-Koch reported that 10 College employees attended the Michigan Community College Association (MCCA) Student Success Summit on September 29—30. Two employees, Dr. Paula Welmers and Dr. Mark Blaauw-Hara, presented during the conference. Dr. Welmers provided her expertise in a round-table discussion related to advising, and Dr. Blaauw-Hara presented at a session that featured doctoral study research from four Michigan community college employees. Dr. Blaauw-Hara also presented on North Central's Accelerated Learning Program (ALP). Both Dr. Welmers and Dr. Blaauw-Hara were outstanding representatives of North Central.

Trustee Kuebler reported that she attended the MCCA Autumn Board of Directors meeting held in Grand Rapids on October 20—21. She commented that Dr. Brunet-Koch is greatly respected by her peers, and that North Central is on track with all of MCCA's recommendations regarding implementation of Guided Pathways. Trustee Kuebler said this is a result of the hard work by our faculty, administration and staff.

There being no further business, the meeting was declared adjourned at 4:33 p.m.

/S/ Irma Noël, Secretary

/S/ Philip Millard, Chairman