

MINUTES OF THE INFORMATION SESSION OF THE BOARD OF TRUSTEES  
OF THE COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB

An open information session of the Board of Trustees of the Community College District of the County of Macomb was held Tuesday, January 15, 2013, at 6:00 p.m., in Room K315 of the John Lewis Student Community Center, South Campus, 14500 Twelve Mile Road, Warren, Michigan, pursuant to notice.

1.0 CALL TO ORDER

The meeting was called to order by Chairperson Kelly at 6:52 p.m.

2.0 ROLL CALL

Present: James F. Kelly, Chairperson  
Christine Bonkowski, Vice Chairperson  
Connie Bolanowski, Secretary  
Roseanne DiMaria, Treasurer  
Joseph DeSantis, Trustee  
Frank Cusumano, Trustee  
Nancy Falcone, Trustee

Absent: None

Also present: James Jacobs, President  
Elizabeth Argiri, Vice President, Business  
Jill M. Little, Vice President, Student Services  
Patricia Martz, Secretary to the President  
Gerri Lynn Pavone, Executive Director, Research  
and Planning  
James Sawyer, Provost/Vice President, Learning Unit  
Casandra Ulbrich, Vice President, College Advancement and  
Community Relations  
Hunter L. Wendt, General Counsel  
Denise Williams, Vice President, Human Resources

3.0 APPROVAL OF AGENDA

MOTION by Falcone, supported by DiMaria, to approve the agenda as presented.

Motion carried.

4.0 AUDIENCE PARTICIPATION

None

5.0 REVIEW OF AGENDA ITEMS AND MATERIAL

Trustee DiMaria asked for clarification as to the partial bids that were submitted on the purchase of the Canon cameras and accessories under regular agenda item 11.3A. Ms. Argiri responded that those bidders did not meet the specifications of the Request for Proposals. Trustee Cusumano inquired which generation of the Canon camera was recommended. Ms. Argiri responded that when putting together the specifications, administration relied on faculty, associate deans and an advisory committee to determine the best equipment for the program. He stated that he would like to be provided that information before voting on this purchase item.

6.0 ISSUES AND UPDATES

Dr. Jacobs distributed the most recent enrollment report indicating that 23,316 students have registered to date for the winter/spring term. He stated that one of the reasons for the favorable report on enrollment is due to the recently implemented marketing program at the college. He informed the Board that the college was the recipient of two awards by the Collegiate Advertising Association for advertisements on a billboard and a bus board. Trustee DeSantis asked for more information about the Collegiate Advertising Association. Ms. Ulbrich provided a brief description and indicated that she will provide him with more detailed information.

6.1 Planning Considerations

Dr. Jacobs reviewed the planning considerations which were presented at the December board meeting. He stated that administration is proposing that the Board approve a 3% tuition increase over the next five years as well as a \$5 per credit hour technology and facility fee. If this is approved by the Board and those adjustments are made, it will rectify some of the financial issues, but the college will still be facing significant financial issues. He reviewed a chart further explaining the significance of the recommendation of the tuition increase and technology and facility fee. There was an inquiry as to whether those figures included personnel expenditures or pay increases. Ms. Argiri stated that she included a 2% increase for each year based on broad assumptions, since many factors are still unknown, including collective bargaining, MPERS increases and health care costs.

Dr. Jacobs stated that since 2008, budget cuts have totaled \$16 million, 35 full-time positions have been eliminated, and wage freezes were in effect. In addition, in 2010/2011, with the Board's approval, \$9 million for technology and renovations was eliminated from the budget. Trustee DeSantis inquired as to whether the technology millage funds were still in effect. Ms. Argiri responded that the technology millage is still in effect. She further stated that the technology millage included language stating that the college could use those funds beyond capital needs and that administration came to the Board in 2010 stating that those funds will be directed to the support of technology which exceeds the amount collected from the taxpayers for technology purposes. The bonds were then sold and used for capital technology purposes and operational technology expenses. Trustee Cusumano inquired as to whether the college's bond counsel rendered a legal opinion regarding using bond funds to support technology. Mr. Wendt responded that administration took every

reasonable precaution to justify the expenditure and allocation, including consulting with recognized bond counsel, and after receiving permission from bond counsel, administration reasonably relied upon that to make fiscal decisions moving forward. Ms. Argiri reiterated that administration came to the Board in 2010 with the recommendation that in order to address our budget deficit in the general fund that we would sell bonds and eliminate the \$9 million in the general fund budget that was dedicated solely to renovations, maintenance and technology.

President Jacobs concluded his presentation by stating that if the Board were to approve the recommendation of administration for a tuition increase and technology and facility fee, it would result in an additional \$3.8 million in additional revenue for the college.

#### 6.2 Electronic Board Packets

Ms. Argiri informed the Trustees that various options for electronic board packets have been analyzed and tested by the appropriate staff at the college and it was determined that BoardBook appears to be the best option. BoardBook is an electronic portal, a secure internet website which the Board would log into and retrieve board material electronically to be downloaded onto a digital device, such as an ipad or laptop. This would minimize the effort that is involved with photocopying and distributing hard copies of the board packets. She stated that Mike Zimmerman will provide a detailed overview in February regarding BoardBook and what the board packet would look like electronically. A discussion will follow as to whether this would be acceptable to the Board, as well as a timeline as to transition to electronic board packets. She also noted that BoardBook is used by the Michigan Community College Association and by several of the K12 districts in Macomb County.

#### 6.3 Martin Luther King Day

Dr. Jacobs reminded the Trustee about the Martin Luther King Day activities which will take place on Saturday, January 19 and Monday, January 21. Approximately 580 students, faculty and staff will be involved in community service activities at 32 sites in Macomb County.

### 7.0 EXECUTIVE SESSION

MOTION by Falcone, supported by DiMaria, to move into executive session.

ROLL CALL VOTE:

Ayes: Falcone, DiMaria, Bolanowski, Bonkowski, Cusumano, DeSantis, Kelly

Nays: None

Absent: None

Motion carried.

RECESS

The meeting recessed at 7:26 p.m.

RECONVENE

The meeting reconvened at 8:10 p.m.

Motion carried.

8.0 ADJOURNMENT

MOTION by Bolanowski, supported by Falcone, to adjourn the meeting.

The meeting adjourned at 8:10 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB  
BOARD OF TRUSTEES

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Secretary