

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, December 17, 2013 at 6:00 p.m., in Room 125 of the Professional Development Center, University Center, Center Campus, 44575 Garfield Road, Clinton Township, Michigan.

1.0 CALL TO ORDER

The meeting was called to order by Chairperson Kelly at 6:31 p.m.

2.0 ROLL CALL

Present: James F. Kelly, Chairperson  
Christine Bonkowski, Vice Chairperson  
Connie Bolanowski, Secretary  
Roseanne DiMaria, Treasurer  
Frank Cusumano, Trustee  
Joseph DeSantis, Trustee (absent at time of roll call)  
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/Senior Vice President,  
Learning Unit  
Casandra Ulbrich, Vice President, College Advancement and  
Community Relations  
Hunter L. Wendt, General Counsel/Executive Director,  
College Police  
Denise Williams, Vice President, Human Resources  
William Simonson, Director, Administrative Services

3.0 APPROVAL OF AGENDA

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

Motion carried.

4.0 AUDIENCE PARTICIPATION

None

5.0 REVIEW OF AGENDA ITEMS AND MATERIAL

None

6.0 ISSUES AND UPDATES

Dr. Jacobs reviewed the recent events at the college, including the visit from the Secretary of Education and Labor in regard to the Trade Adjustment Assistance (TAA) grant and to tour the MTEC facility. He also noted that approximately 250 students participated in the graduation commencement on Saturday, December 14, and over 1,000 were in attendance despite the bad weather. Dr. Jacobs also distributed copies of the college's first donor newsletter, as well as a publication prepared by the Association of Community College Trustees with important information regarding student financial aid.

6.1 Budget Overview

Ms. Argiri provided an overview of agenda item 7.3, the Revised General Fund Budget. She stated that there were a number of changes in the budget and is pleased to report that revenues exceeded expenditures by \$269,000. She then reviewed the enrollment summary section, indicating that when initially preparing the 2013/2014 budget, she projected a 1% decline in enrollment and the actual numbers for fall semester showed a 1.3% decline. She further stated that she is projecting a 3% decline for the winter semester, so the blended two semesters would result in a reduction of 1.9% in total credit hours. Center Campus continues to be the college's largest campus in terms of credit hours at 43.9%, South Campus at 36.1% and online classes at 13.4%.

She then reviewed the general fund revenue resources pie chart which shows that property taxes and state aid are both at 26% of total revenues and tuition and fees at 43%. State aid has increased since the last budget cycle due to a Michigan Public School Employee Retirement System (MPSERS) payment. She explained that the State of Michigan has required the college to report, for this particular year, a MPSERS payment that the State makes to the college, as they want to show they are supporting community colleges and K12 with respect to MPSERS. The college then submits it back to the State of Michigan (a pass-through).

Ms. Argiri continued to review the budget, stating that tuition is decreasing by approximately \$1 million as a result of the 1.9% net decrease in tuition. She then explained the reclassification under property taxes due to the Renaissance Zone Tax. She stated that

six positions were added with no increase to the budget since reallocations were made to cover funding for these positions. In closing, she stated that the college departments worked collaboratively and effectively with the budget office to complete the budget process.

Trustee Cusumano asked for clarification regarding a net decrease shown in tuition revenue in the amount of \$1,047,232 under budget revenues and a net decrease in the amount of \$948,302 shown under budget highlights. Ms. Argiri responded that the tuition and fees would be the combination of the decline in tuition of \$1 million against the increase of fees of \$99,000.

(Trustee DeSantis arrived at the meeting at 6:47 p.m.)

In response to an inquiry by Trustee Cusumano as to how the projected decline in enrollment was determined, Ms. Argiri explained that the budget is finalized by the beginning of December and classes do not start until January 13, with registration still taking place. She stated that she was in contact with the director of enrollment and vice president of student services in addition to looking at the trends of other community colleges in order to make that projection for the budget. Dr. Jacobs added that a significant enrollment determinant is the unemployment rate, and as employment goes up, enrollment goes down. Another trend is the average age of students, and the college is currently experiencing a loss in the older adult student population. He further stated that while the unemployment rate has declined, 40,000 jobs have been lost in Macomb County in the last five years.

Trustee Cusumano asked whether the college has ever obtained any data as to how many years on average it takes students to obtain their degree. Ms. Pavone stated that the college does look at average time of completion with the Gainful Employment reporting required by the federal government. Dr. Jacobs stated that the college is clearly interested in accelerating the time in which students obtain their degree, but he reminded the Trustees that the majority of students attend part-time which factors into the completion time.

(Trustee DeSantis left the meeting at 7:04 p.m.)

## 6.2 South Campus Entrance to D and E Buildings and Crosswalk to Wayne State University

Dr. Jacobs shared some of the motivating factors leading to this proposed project at South Campus. He stated that surveys have revealed that the community's perception of the campus is that it is not appealing and people are unsure where to enter the campus. In addition, with the location of the new Wayne State University building on 12 Mile Road across from the

college, this was an opportunity to create a way in which the Wayne State University building could connect with South Campus and at the same time enhance the appearance of South Campus. He further stated that the architects and designers are here today to present their proposed plan.

Mr. Simonson introduced Paul Andriese with the firm of Grisim/Metz/Andriese, and Brian Bagnick with the firm of Hobbs + Black. He stated that administration tasked the designers and architects with fulfilling the goal of enhancing the appearance of South Campus while creating a gateway entrance to South Campus and strengthening the connection and identity between the Wayne State University building and Macomb Community College. Mr. Andriese reviewed how the design team found a way to meet those needs, making it pedestrian oriented, welcoming, and visually appealing. Trustee Bonkowski agreed that it appears to accomplish the goal of making it pedestrian friendly. He further explained that this was also a great opportunity to promote the partnership with Wayne State and offer an identity at the crosswalk, defining it as a higher education district.

Mr. Simonson stated that this will involve an aggressive schedule in order to coincide with the opening of the Wayne State University building as well as the 60<sup>th</sup> anniversary of the college, so it is crucial to obtain Board approval and proceed immediately thereafter with the goal of completing the project by September. He further explained that these designs are conceptual and that a final design and budget will be brought to the Board in March, with the bids to follow. Trustee Cusumano inquired as to the total expense of the planning and drawings at this point. Mr. Simonson responded that the cost is approximately \$50,000 for the design phase, with the total construction costs not to exceed \$1,550,000.

## 7.0 EXECUTIVE SESSION

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

ROLL CALL VOTE:

Ayes: Falcone, Bonkowski, Bolanowski, DiMaria, Kelly

Nays: Cusumano

Absent: DeSantis

Motion carried.

RECESS

The meeting recessed at 7:29 p.m.

RECONVENE

The meeting reconvened at 7:39 p.m.

8.0 ADJOURNMENT

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

The meeting adjourned at 7:39 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB  
BOARD OF TRUSTEES

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Secretary