

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, November 18, 2014 in Room K307 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 6:42 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
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
Jennifer Haase, Trustee-Elect

3.0 APPROVAL OF AGENDA

MOTION by DiMaria, supported by Bolanowski, 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 provided the following information to the Trustees:

- A brochure regarding Martin Luther King Day activities scheduled at the college on Saturday, January 27 and Monday, January 29.
- Information regarding TurboVote, a program recently purchased by the college which distributes information to assist students with voting. Dr. Jacobs stated that prior to the November election, the college provided sign-up information to all students for whom the college had an email address, and those students who sign up receive assistance with registering to vote and reminders regarding elections.
- A brochure regarding the Michigan Coalition for Advanced Manufacturing (MCAM) Department of Labor grant with information about Macomb offering free training through the grant in advanced manufacturing which will lead directly to employment.

6.1 Update on University Center Partners

Dr. Jacobs informed the Trustees that Macomb's University Center has twelve partner institutions with approximately 5,000 students enrolled in the fall and winter semesters. A University Partners Advisory Council was developed last year and they have held meetings to discuss how students could more easily transfer to four-year institutions. He gave an example that Wayne State discovered that a significant portion of their enrollment is from students who transfer from community colleges, and they have recently implemented a transition center for those students. The college is in the process of developing a research proposal with the Advisory Council and CCRC to research improvements to support students in their successful transitions.

6.2 SEMCOG Membership/Designation of Representatives

Dr. Jacobs referred to the October board meeting at which the Board approved the college's membership with SEMCOG. He stated that the designation of representatives is on the agenda this evening for a vote by the Board. Trustee Falcone stated that Trustee Kelly has served in this position in the past as a representative for SEMCOG on behalf of the college and did an exceptional job. She further stated that she would like to nominate him to serve as the representative again with this new membership. Trustee Bonkowski expressed her agreement with the nomination of Trustee Kelly.

6.3 Veterans Day Celebration

Dr. Jacobs reviewed the Veterans Day activities which took place simultaneously at both campuses on November 11. Ms. Little welcomed speaker Major General Gwen Bingham at South Campus and Dr. Sawyer welcomed speaker Brigadier General John Slocum at Center Campus. He noted that several people were in attendance at each campus.

6.4 New Trustee Orientation

A new trustee orientation is scheduled for January 6, 2015 from 12:00 to 4:00 p.m. at the University Center in Room 109, which will begin with lunch and will include unit presentations by members of President's Council. Dr. Jacobs extended the invitation to all of the Trustees.

Trustee Cusumano inquired about the status of the Title IX policy that was brought to the Board for a vote at the August meeting. Mr. Wendt responded that there was not full Board participation at that meeting since some Trustees were not in attendance, and the Title IX policy recommended by the administration did not pass. He further stated that on October 1, 2014 all policies and requirements of Title IX went into effect, and as a result, President's Council adopted it as an administrative policy, and the policy has been posted on the website. Trustee Cusumano reminded Mr. Wendt of his concerns about due process. Mr. Wendt responded that the policy is fully compliant with all laws with respect to due process for both the complainant and respondent and follows the recommended guidelines by the Department of Education Office of Civil Rights in terms of the manner and method of which investigations, hearings and appeals are conducted.

Trustee Kelly inquired about the distinction between a board policy and an administrative policy. Mr. Wendt responded that while he did not have his policy binder with him, the distinction, in general, is that board policies are related to college operations as well as policies that are required by law to be approved by the Board, i.e., purchasing and hiring policies. Policies that are adopted by the administration are more operational as to how things are to work that the Board has passed upon and how we are going to operate and implement those things. He further explained that the college has a third level of policy called unit guidelines and directives. Mr. Wendt stated that, for instance, the college would have a board policy on tuition or articulation or grade points. The administrative policy would set forth how those things are analyzed and then the unit guidelines and directives would be matters promulgated by the Office of the Provost as to how the instructors are to transmit grades and how to make them part of the transcript. Trustee Kelly stated that he understood there was a necessity to have this policy adopted within a certain timeframe, but he would like it to be brought back to the Board to adopt as a board policy since it was initially brought to the Board. Mr. Wendt responded that the reason it was initially presented to the Board was to give them an opportunity to put their stamp of approval on the policy, which did not happen. He further stated that Title IX is part of a general civil rights law of the United States which the college must follow. He further stated that this did not need to

be a board policy because Title IX sets forth the procedures in which the college must enforce the federal civil rights laws. Trustee Cusumano stated that he would like to see an amendment as to the disciplinary code where there are due process hearing provisions. He further stated that it is his opinion this policy is within the purview of the Board and should be a board policy.

Trustee Cusumano inquired as to whether the college recruits on a national level during the hiring process. Ms. Williams responded that the college does recruit on a national level. She also noted that all jobs are posted on the college website and that Human Resources uses other online tools, such as Career Builder.

7.0 EXECUTIVE SESSION

It was determined that there was no need to hold an executive session.

8.0 ADJOURNMENT

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

The meeting adjourned at 7:05 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB
BOARD OF TRUSTEES

Secretary