

MINUTES OF REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB

A regular meeting of the Board of Trustees of the Community College District of the County of Macomb was held Tuesday, April 21, 2015 at 7:30 p.m., in Lecture Hall B of the Professional Development Center, University Center, Center Campus, 44575 Garfield, Clinton Township, Michigan.

1.0 CALL TO ORDER

The meeting was called to order by Chairperson Kelly at 7:55 p.m.

2.0 ROLL CALL

Present: James F. Kelly, Chairperson
Christine Bonkowski, Vice Chairperson
Jennifer Haase, Secretary
Roseanne DiMaria, Treasurer
Frank Cusumano, Trustee
Vincent Viviano, Trustee

Absent: Joseph DeSantis, Trustee (excused)

Also present: James Jacobs, President
Patricia Martz, Secretary to the President
Hunter L. Wendt, General Counsel

3.0 APPROVAL OF AGENDA

Trustee Kelly requested that "5.1 Board Vacancy" be added to Item 5.0.

MOTION by Bonkowski, supported by Viviano, to approve the agenda as presented.

ALL IN FAVOR:

Ayes: Bonkowski, Viviano, Cusumano, DiMaria, Haase, Kelly

Nays: None

Absent: DeSantis

Motion carried.

4.0 APPROVAL OF MINUTES

4.1 Information Session, March 17, 2015

4.2 Regular Meeting, March 17, 2015

MOTION by Bonkowski, supported by Haase, to approve the minutes of the March 17, 2015 Information Session and Regular Meeting, as read.

ALL IN FAVOR:

Ayes: Bonkowski, Haase, Cusumano, DiMaria, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

5.0 BOARD OF TRUSTEES REPORTS/PROPOSALS

5.1 Board Vacancy

Trustee Kelly announced that Trustee Bonkowski will be resigning from the board effective May 19, 2015. He stated that she leaves the college with over 30 years of service to the college and community and has been a dedicated advocate and supporter of the college.

Trustee Kelly proposed that the Board adopt a procedure for filling the vacant position similar to the procedure followed at the time of the previous Board vacancy. The procedure would require applicants to submit a letter of interest to the President's Office which would then be forwarded to all members of the Board of Trustees. A subcommittee of the Board consisting of the current Board officers will meet for purposes of making a recommendation of an individual to fill the vacancy at the May board meeting, and that subcommittee may or may not conduct interviews at their discretion.

MOTION by Kelly, supported by Haase, to adopt the proposed procedure for filling the vacancy for the remainder of retiring Trustee Christine Bonkowski's term ending December 31, 2016.

ROLL CALL VOTE:

Ayes: Kelly, Haase, Bonkowski, DiMaria, Viviano

Nays: Cusumano

Absent: DeSantis

Motion carried.

6.0 PRESIDENT'S REPORTS

6.1 Reports by the President

Dr. Jacobs acknowledged Trustee Bonkowski's thirty years of service to the college. He commented that she has been a dedicated Board member as well as a friend to the institution and will be greatly missed. Dr. Jacobs thanked Trustee Bonkowski for her commitment and dedication.

7.0 FINANCIAL REPORTS

7.1 Financial Statements – March 31, 2015

MOTION by DiMaria, supported by Haase, to receive and file the financial statements for the nine months ended March 31, 2015.

ALL IN FAVOR:

Ayes: DiMaria, Haase, Bonkowski, Cusumano, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

7.2 Investment Report – April 5, 2015

MOTION by DiMaria, supported by Viviano, to receive and file the investment report of securities held as of April 5, 2015.

ALL IN FAVOR:

Ayes: DiMaria, Viviano, Bonkowski, Haase, Kelly

Nays: Cusumano

Absent: DeSantis

Motion carried.

8.0 PERSONNEL REPORTS

8.1 Personnel Actions

MOTION by Bonkowski, supported by DiMaria, to approve the appointment of Brett Griffiths, Director of the Reading/Writing Center (Temporary Specially Funded) effective May 4, 2015.

Dr. Jacobs stated that Ms. Griffiths was unable to attend this meeting but will be introduced at the May board meeting.

ROLL CALL VOTE:

Ayes: Bonkowski, DiMaria, Cusumano, Haase, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

9.0 AUDIENCE PARTICIPATION

None

10.0 REPORTS OF ADMINISTRATION – INFORMATION ITEMS

None

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS

11.1 Donations – Executive Summary – March 31, 2015

MOTION by Haase, supported by Bonkowski, to accept the donations with thanks as presented and acknowledged by the Administration.

ALL IN FAVOR:

Ayes: Haase, Bonkowski, Cusumano, DiMaria, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS (Continued)

11.2 Change Orders

None

11.3 Authorization for Purchases

11.3A PLATO Development Learning System

MOTION by Bonkowski, supported by DiMaria, to authorize the award of a one-year contract with Edmentum of Bloomington, Minnesota, for the total amount of \$42,137.50 for computerized tutorial software.

ROLL CALL VOTE:

Ayes: Bonkowski, DiMaria, Cusumano, Haase, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

11.3B Dimension SST 1200es 3D Printer & Accessories

MOTION by Haase, supported by Cusumano, to authorize the purchase of a Dimension SST 1200es 3D printer and accessories in the amount of \$52,902 from Advanced Technologies Consultants, Inc., of Northville, Michigan.

ROLL CALL VOTE:

Ayes: Haase, Cusumano, Bonkowski, DiMaria, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS (Continued)

11.3C Housekeeping/Janitorial Services Contract

MOTION by DiMaria, supported by Bonkowski, to authorize the Administration to enter into a two-year contract for housekeeping services, upon the approval of General Counsel, with GCA Services Group in an annual amount of \$1,644,827 for a two-year period beginning July 1, 2015 with an option to renew for a third year and also authorize Administration to contract for additional cleaning services, as considered necessary.

DISCUSSION: Trustee Cusumano stated that it was his understanding that this is the same company that is used by the Utica Community School Districts for housekeeping/janitorial services, which is the second largest school district in the state and that they are also used by comparable community colleges in the State of Ohio.

ROLL CALL VOTE:

Ayes: DiMaria, Bonkowski, Cusumano, Haase, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

11.3D Learning Management System (LMS) Replacement

MOTION by Haase, supported by Bonkowski, to authorize administration to enter into a 36-month contract with Instructure of Salt Lake City, Utah, for the Canvas Learning Management System, subject to the approval of General Counsel, in an amount not to exceed \$621,221.

ROLL CALL VOTE:

Ayes: Haase, Bonkowski, Cusumano, DiMaria, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS (Continued)

11.4 Cancellation of July 2015 Meetings of the Board of Trustees

MOTION by DiMaria, supported by Viviano, to cancel the July 21, 2015 Information Session and Regular Meeting of the Board of Trustees.

ROLL CALL VOTE:

Ayes: DiMaria, Viviano, Bonkowski, Cusumano, Haase, Kelly

Nays: None

Absent: DeSantis

Motion carried.

12.0 POLICY ACTIONS

None

13.0 ADJOURNMENT

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

Motion carried.

The meeting adjourned at 8:04 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB
BOARD OF TRUSTEES

Secretary