

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, May 19, 2015 at 7:30 p.m., in Room K324 of the John Lewis Student Community Center, South Campus, 14500 Twelve Mile Road, Warren, Michigan.

1.0 CALL TO ORDER

The meeting was called to order by Chairperson Kelly at 7:30 p.m.

2.0 ROLL CALL

Present: James F. Kelly, Chairperson  
Vice Chairperson (vacant)  
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

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

Motion carried.

ALL IN FAVOR:

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

Nays: None

Absent: DeSantis

Motion carried.

4.0 APPROVAL OF MINUTES

4.1 Information Session, April 21, 2015

4.2 Regular Meeting, April 21, 2015

MOTION by Haase, supported by Viviano to approve the April 21, 2015 Information Session and Regular Meeting minutes, as read.

ALL IN FAVOR:

Ayes: Haase, Viviano, Cusumano, DiMaria, Kelly

Nays: None

Absent: DeSantis

Motion carried.

5.0 BOARD OF TRUSTEES REPORTS/PROPOSALS

5.1 Board of Trustee Reports (verbal)

None

5.2 Proposed Resolution Honoring Christine Bonkowski

MOTION by Haase, supported by Viviano, to adopt the proposed resolution honoring Christine Bonkowski for her service as Trustee on the Macomb Community College Board of Trustees from November 1984 to May 2015.

ROLL CALL VOTE:

Ayes: Haase, Viviano, DiMaria, Kelly

Nays: None

Abstain: Cusumano

Absent: DeSantis

Motion carried.

5.0 BOARD OF TRUSTEES REPORTS/PROPOSALS (Continued)

5.3 Appointment to Fill Board Vacancy

MOTION by Haase, supported by Cusumano, to adopt the following procedure for nomination, discussion and voting for filling the vacant trustee position:

- A) Each board member may nominate only one applicant to fill the vacancy; no second is required for the nomination
- B) After the discussion is closed, voting will be conducted by a roll call vote
- C) If there is more than one applicant nominated and no one applicant receives the necessary four votes, then the top two applicants and ties will then be eligible for a second round of discussion and voting
- D) This process shall continue until an applicant is chosen to fill the vacant Trustee position

ROLL CALL VOTE:

Ayes: Haase, Cusumano, DiMaria, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

NOMINATIONS:

Trustee Cusumano nominated Darlene Ziolkowski

Trustee Viviano nominated Elizabeth Lucido

DISCUSSION:

Following a brief discussion regarding how the Board members needed to cast their vote in favor of the candidate of their choice, there was a roll call vote.

ROLL CALL VOTE:

Trustee Cusumano casted his vote for Darlene Ziolkowski

Trustee DiMaria casted her vote for Elizabeth Lucido

Trustee Haase casted her vote for Elizabeth Lucido

Trustee Viviano casted his vote for Elizabeth Lucido

Trustee Kelly casted his vote for Elizabeth Lucido

Trustee DeSantis (absent)

5.0 BOARD OF TRUSTEES REPORTS/PROPOSALS (Continued)

5.3 Appointment to Fill Board Vacancy (Continued)

DECISION OF THE BOARD:

Trustee Kelly announced that Elizabeth Lucido is selected to fill the trustee vacancy due to Christine Bonkowski's resignation. On behalf of the Board, he expressed appreciation to all those who applied and commented that with so many well-qualified candidates stepping forward to offer their services to the college, it reflects the important role the college plays in the community.

6.0 PRESIDENT'S REPORTS

None

7.0 FINANCIAL REPORTS

7.1 Financial Statements – April 30, 2015

MOTION by DiMaria, supported by Haase, to receive and file the financial statements for the ten months ended April 30, 2015.

ALL IN FAVOR:

Ayes: DiMaria, Haase, Cusumano, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

7.0 FINANCIAL REPORTS (Continued)

7.2 Investment Report – May 3, 2015

MOTION by DiMaria, supported by Haase, to receive and file the investment report of securities held as of May 3, 2015.

ALL IN FAVOR:

Ayes: DiMaria, Haase, Viviano, Kelly

Nays: Cusumano

Absent: DeSantis

Motion carried.

7.3 Financial Reports and Analyses

7.3A Open Hearing on the Proposed 2015/2016 Budget (verbal)

There being no comments from the public on the proposed 2015/2016 budget, the open hearing was closed.

7.3B Property Tax Analysis and Resolution

MOTION by DiMaria, supported by Haase, to approve and adopt the resolution for the levy of 2015/2016 property taxes for operating and debt retirement purposes as follows:

WHEREAS, Act No. 331 of the Public Acts of the State of Michigan for the year 1966, as amended, requires the Board of Trustees to determine the total taxes required for the operation of the Community College for any year; and

WHEREAS, the Board has previously adopted a proposed additional millage rate as required by Public Act 5 of 1982 and has held a public hearing as required by the same act, and

WHEREAS, the qualified electors of the College District have heretofore authorized the Board of Trustees to levy a tax on real and personal property within the District at the maximum annual rate of 1.4212 mills on each thousand dollars (\$1.4212 per \$1,000) of the State equalized assessed valuation of the property within the District, and

WHEREAS, the Board of Trustees has determined that the total taxes required for operation by the Community College District for the fiscal year commencing July 1, 2015, amount to be at least \$36,176,251.

7.0 FINANCIAL REPORTS (Continued)

7.3B Property Tax Analysis and Resolution (Continued)

NOW, THEREFORE, BE IT RESOLVED, and it is hereby declared and certified that the approved tax to be levied on the real and tangible personal property with the College District for the fiscal year commencing July 1, 2015 shall be at the rate of 1.4212 mills on each thousand dollars (\$1.4212 per \$1,000) of the taxable State equalized assessed valuation of the property within the District which will be reduced as required by the provisions of Act No. 35 of the Public Acts of the State of Michigan for the year 1979, and

BE IT FURTHER RESOLVED, and it is hereby declared and certified, that the total amount of taxes to be raised throughout the College District for the operation of the College for the fiscal year commencing July 1, 2015, shall amount to at least \$36,176,251, and

BE IT FURTHER RESOLVED that the Secretary is hereby authorized to certify the approved tax rate and the amount of taxes to be raised and the College Treasurer shall notify the proper assessing office of each appropriate city and township within the College District and do whatever else may be necessary and proper in the premises to effectuate compliance with this resolution.

ROLL CALL VOTE:

Ayes: DiMaria, Haase, Cusumano, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

7.3C Initial 2015/2016 General Fund Budget

MOTION by Haase, supported by DiMaria, to adopt the attached general appropriations resolution for 2015/2016 as follows:

RESOLVED, that this resolution shall be the general consolidated appropriations of Macomb Community College for the fiscal year beginning July 1, 2015. A resolution to make appropriation; to provide for expenditures of appropriations; and to provide for the disposition of all income received by Macomb Community College.

BE IT FURTHER RESOLVED, that the total revenues estimated to be available for appropriations in the General Fund for the fiscal year beginning July 1, 2015 are \$140,380,861.

BE IT FURTHER RESOLVED, that \$139,840,096 of the total available to appropriate in the General Fund is hereby appropriated for expenditures and, if necessary, fund balance to be used to insure that the 2015/2016 budget is balanced.

7.0 FINANCIAL REPORTS (Continued)

7.3C Initial 2015/2016 General Fund Budget (Continued)

BE IT FURTHER RESOLVED, that no Board of Trustees member or employee of the College shall expend any General Funds or obligate the expenditure of any General Funds except pursuant to appropriations made by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Vice President for Business is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for the performance of their responsibilities within the amount appropriated by the Board of Trustees. This appropriation resolution is to take effect on July 1, 2015.

ROLL CALL VOTE:

Ayes: Haase, DiMaria, Viviano, Kelly

Nays: Cusumano

Absent: DeSantis

Motion carried.

8.0 PERSONNEL REPORTS

8.1 Personnel Actions

MOTION by Haase, supported by Cusumano, to approve the appointments of Paul Chrustowski, Instructor of Psychology, effective August 17, 2015 and Laurie Niemer, Instructor of Respiratory Therapy, effective August 17, 2015.

ROLL CALL VOTE:

Ayes: Haase, Cusumano, DiMaria, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

8.0 PERSONNEL REPORTS (Continued)

8.2 Sabbatical Leave for 2015/2016

MOTION by Cusumano, supported by DiMaria, to grant the sabbatical leave during the Winter 2016 academic year to Dr. Elliott L. Meyrowitz for the purpose of writing a book proposal, introduction, and first chapter of a book for submission to an academic publisher in order to obtain a publishing contract.

ROLL CALL VOTE:

Ayes: Cusumano, DiMaria, Haase, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

8.3 Employment Contracts for Exempt Administrators

MOTION by DiMaria, supported by Viviano, to approve contracts for the exempt administrators listed above for the period July 1, 2015 through June 30, 2017.

ROLL CALL VOTE:

Ayes: DiMaria, Viviano, Haase, Kelly

Nays: Cusumano

Absent: DeSantis

Motion carried.

9.0 AUDIENCE PARTICIPATION

Eugene Groesbeck addressed the Board of Trustees stating that he was one of the applicants interested in filling the vacant trustee seat. He further stated that he has run for the office of trustee beginning in the 1990's and has applied for each vacancy position that became available. He expressed his disappointment with the selection process and in not being selected to fill the vacant trustee seat. He thanked the Board for their consideration and stated that he will continue to run for the office of trustee whenever a position becomes vacant and looks forward to serving one day on the Board.

10.0 REPORTS OF ADMINISTRATION – INFORMATION ITEMS

None



11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS

11.1 Donations – April 30, 2015

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

DISCUSSION:

Trustee Cusumano thanked Dr. Jacobs for his support of the 2015 Employee Giving Campaign with his \$1,000 donation and gave thanks to all of the other college employees that gave.

ALL IN FAVOR:

Ayes: DiMaria, Viviano, Cusumano, Haase, Kelly

Nays: None

Absent: DeSantis

Motion carried.

11.2 Change Orders

None

11.3 Authorization for Purchases

11.3A Online Advanced Manufacturing Training

MOTION by DiMaria, supported by Haase, to authorize the Administration to enter into a two-year contract with Tooling U-SME of Cleveland, Ohio in the amount of \$84,000 for online advanced manufacturing training services.

DISCUSSION:

Trustee Cusumano inquired as to whether Tooling U-SME and Applied Technology Systems were the only two vendors that responded to the request for proposals and why the amount proposed by Applied Technology Systems is more than double the amount proposed by Tooling U-SME.

Linda Chase, Director of Michigan Coalition for Advanced Manufacturing (MCAM), responded that Tooling U-SME and Applied Technology Systems were the only two vendors. The difference in the two proposal amounts reflects that Tooling U-SME chose to provide MCAM with substantial discounts given that we are contracting for use across eight colleges. However, Applied Technology Systems did not do so. Trustee Cusumano thanked her for the response.

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS (Continued)

11.3A Online Advanced Manufacturing Training (Continued)

ROLL CALL VOTE:

Ayes: DiMaria, Haase, Cusumano, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

11.3B Annual Library Purchases and DALNET Maintenance Agreement

MOTION by Haase, supported by DiMaria, to authorize the purchase of library resources for fiscal year 2015/2016 in amounts not to exceed \$31,000 to Gale Group of Farmington Hills, Michigan, \$70,000 to EBSCO Subscription Services of Cary, Illinois, \$42,000 to West Group Publishers of Eagan, Minnesota, and \$51,000 to Midwest Collaborative Library Services (MCLS) of Lansing, Michigan; and authorize the renewal of its annual maintenance agreement in an amount not to exceed \$65,000 to the Detroit Area Library Network (DALNET) for the college's share of fiscal year 2015/2016 operating costs.

DISCUSSION:

Trustee Cusumano referred to West Group Publishers and stated that the college has an excellent paper library, however, he believes the college should be moving toward online access along with upgrading the college's computer facilities for electronic resources, which is consistent with the paralegal education guidelines for the American Bar Association. He requested that administration look into this further as he feels there is money to be saved.

ROLL CALL VOTE:

Ayes: Haase, DiMaria, Viviano, Kelly

Nays: Cusumano

Absent: DeSantis

Motion carried.

12.0 POLICY ACTIONS

12.1 Proposed Revised Residency Policy (First Reading)

MOTION by DiMaria, supported by Haase to adopt as a first reading the proposed revised Residency Policy.

ROLL CALL VOTE:

Ayes: DiMaria, Haase, Viviano, Cusumano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

Trustee Kelly addressed the audience regarding the vacant trustee selection process. He stated he did not want to leave the meeting with the impression that the candidates who applied for the trustee vacancy did not get full consideration. He assured the public that every candidate was given sincere consideration.

13.0 ADJOURNMENT

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

Motion carried.

The meeting adjourned at 7:55 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB  
BOARD OF TRUSTEES

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Secretary