

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, June 16, 2015 at 6:00 p.m., in Room 109 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 6:30 p.m.

2.0 ROLL CALL

Present: James F. Kelly, Chairperson
Jennifer Haase, Secretary
Frank Cusumano, Trustee
Vincent Viviano, Trustee
Elizabeth Lucido, Trustee

Absent: Joseph DeSantis, Trustee (excused)
Roseanne DiMaria, Treasurer (excused)

Also present: James Jacobs, President
Jill Thomas-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

3.0 APPROVAL OF AGENDA

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

ALL IN FAVOR:

Ayes: Kelly, Haase, Cusumano, Viviano, Lucido

Nays: None

Absent: DiMaria, DeSantis

Motion carried.

4.0 AUDIENCE PARTICIPATION

None

5.0 REVIEW OF AGENDA ITEMS AND MATERIAL

Dr. Jacobs noted that a motion will need to be made at the regular meeting to remove Anthony Kadnar from agenda item 8.1, Personnel Action. Mr. Kadnar has not agreed to accept the offer yet. He toured the facility yesterday, but requested more time to make a decision because he would need to relocate from out of state. Mr. Kadnar has until the end of the month to make a decision. Dr. Jacobs stated that if Mr. Kadnar declines the offer, there is another good candidate.

Trustee Cusumano questioned whether the college is having any reduction in the workforce as a result of retirements. Ms. Williams responded that department heads conduct an analysis of their department when someone retires. They may use a replacement in a different capacity. Trustee Kelly inquired if there is a policy regarding replacing retirees or if justification or rationale is needed for the replacement. Dr. Sawyer stated that a determination is made if a person needs to be replaced or if there is greater need in a different discipline. Trustee Cusumano stated the college has sustained a decline in headcount and fiscal year equated students (FYES), yet there has been no decline in either full-time or part-time faculty. Dr. Sawyer responded that the amount of part-time faculty will vary greatly because even though there are 1,200 to 1,300 adjunct faculty, only 700 to 800 are actually teaching in a given term. That amount will vary by the number of sections held and whether they are teaching one section or two. There is a lot more flux with adjuncts when it comes to scheduling. Currently, approximately 53 percent of the sections are taught by adjunct faculty and Dr. Sawyer added that a preferable percentage would be 50 percent full-time to 50 percent adjunct. It's a balancing act that will continue to be made from a cost perspective. Trustee Cusumano stated that with the declining headcount and decline in FYES there should be less faculty needed. Trustee Kelly pointed out that the college is just getting back to more traditional levels of enrollment, and at its peak, that was dealt with by using part-time faculty. Dr. Sawyer stated that there has not been any faculty added to the core since he has been provost.

Trustee Cusumano inquired about the appointment of a trustee delegate for the MCCA Board of Directors and asked what type of time demands are required. Trustee Kelly explained that Christine Bonkowski served as the director in the past. She went to quarterly meetings that lasted a day and a half, Thursday evening through Friday afternoon. Dr. Jacobs attends the meetings as well because both the president and a board member serve as MCCA representatives.

Trustee Cusumano addressed the topic of tuition reimbursements indicating that he looked at the Benefits in Brief online which states that administrators have a tuition waiver. Ms. Williams explained the tuition reimbursement is for taking classes beyond what can be taken at Macomb Community College. Dr. Jacobs added that this was approved by the vice presidents and this reimbursement fits in with our strategy of developing and retaining employees.

Trustee Cusumano read from Community College Act MCL389.123, Board of Trustee Powers: "Establish and collect tuition and fees for resident and nonresident students. A waiver of tuition shall not be granted by the board, except: (i) The board of trustees may waive tuition for a student participating in a reciprocal agreement for exchange of educational services, if the agreement is approved by the state board of education and (ii) The board of trustees may waive tuition for a student who meets the admission requirements of the board and is 60 years of age or older."

Trustee Cusumano questioned General Counsel how there can be so many tuition waivers in the collective bargaining units with the above statute. He stated that Oakland has tuition waivers and knows of another college that only gives reimbursements. Trustee Haase requested clarification on whether Trustee Cusumano is asking about the reimbursement for faculty for higher education classes or the waiver for the veterans. Mr. Wendt stated the Board of Trustees is being asked to approve as a second reading the revised residency policy that veterans or their dependents, regardless of where they reside, will pay in-district tuition. Trustee Kelly asked if the Board has the authority to waive tuition for employees. Mr. Wendt stated that the Board does have the authority to waive tuition for employees. Trustee Kelly asked if collective bargaining agreements trump legislation. Mr. Wendt stated the Board of Trustees has the power. It has been the College's position since the mid 1970's, affirmed by the Michigan Supreme Court by denying certiorari in Kowalski vs. Macomb County Community College where at that point in time the state legislature tried to establish a cap on tuition and the circuit court and the court of appeals held that under the Constitution the Board of Trustees has the power to establish tuition. That being the case, the Board of Trustees also has the power to waive tuition.

6.0 ISSUES AND UPDATES

Chairperson Kelly welcomed Trustee Elizabeth Lucido to her first board meeting after her appointment as Trustee at the May board meeting.

Ms. Martz introduced Sharon Kowal as the new executive administrative assistant to the president.

6.1 Lansing Update

Dr. Jacobs reported that the Michigan Community College Bill has been passed by the legislature and signed by the Governor which includes the 1.2% increase for community colleges.

The Michigan legislature has passed the Michigan New Jobs Training Program, which will extend over a five year period, for customized training activities at community colleges to train workers from expanding companies. Money would be available from the state to pay for that training.

Dr. Jacobs informed the Board that he recently met with the Governor and the Presidents of Grand Rapids and Lansing Community Colleges. The Governor requested a document which would provide him with an idea of how well the community colleges were doing in the workforce area. This has been provided to the Governor and will also be distributed at the MCCA Conference in Traverse City. It is developed into different data points of the three institutions: the Michigan New Jobs Training Program, the Skilled Trades Training Fund, Apprenticeships, and Customized Training.

6.2 Board Retreat

There was a discussion regarding the annual board retreat. It was decided to hold the board retreat on the regularly scheduled board meeting date of September 15. The information session would begin at 5:30 pm and the regular board meeting would follow at 6:00 pm. Dinner and the retreat would begin afterwards.

6.3 Selection of Vice Chairperson for Board of Trustees

Trustee Kelly stated that due to the resignation of Trustee Bonkowski, the Vice Chairperson seat is vacant. The nominations and voting will take place during the regular meeting.

6.4 Wayne County Community College Request

Dr. Jacobs stated the College was contacted by the chancellor of Wayne County Community College District (WCCCD) through a letter addressed to James Kelly, Board of Trustees, which indicated that WCCCD had been asked to do training in the workforce areas, particularly manufacturing, but they do not have the capability and would like to utilize Macomb. Dr. Jacobs, Dr. Sawyer and other staff held a meeting with WCCCD to let them know the College is interested, but the request would have to be presented to the Board. Dr. Jacobs stated two things were made very clear, one, the full cost would be assessed to WCCCD and, second and most importantly, none of this would take away from the capacity of the College to serve the citizens of Macomb County. Dr. Sawyer stated that this opportunity plays right into the strength of the Macomb's manufacturing training and it makes great sense to provide this service to Wayne County. WCCCD will send a cohort of 20 students to the M-TEC for a 240-hour Production Operator training program where the students are given a broad overview of how to operate frontline manufacturing jobs. At the end of the training, employers are present to hire people. In some cases the jobs are paying \$18 to \$22 per hour. WCCCD indicated they have sources with money for job training partnerships. Dr. Jacobs stated that nothing has been solidified but he will keep the Board updated on the status.

Trustee Haase commented that any chance to put anyone in the region back to work is a win for everyone. Trustee Kelly commented if those students are successful and they decide they want to continue their education, they would likely enroll at Macomb. Trustee Viviano asked if the student base would be under WCCCD. Dr. Sawyer responded they would be considered Macomb's noncredit students, just like that of other training programs. Trustee Kelly commented it is basically a referral program. Trustee Cusumano inquired if WCCCD is looking to go beyond 20 people. Dr. Sawyer replied that he thinks there is potential for that.

6.5 Capital Outlay Resolution

Dr. Jacobs stated this resolution allows the college to obtain \$4.5 million from the state of Michigan. Trustee Cusumano asked if it is possible the legislature would not pass the legislation funding payment. Dr. Jacobs stated this agreement is based on negotiations after the legislation was passed last year. Mr. Wendt stated they sell bonds backed by the full faith and credit of the state of Michigan, so they are obligated to pay off the bonds. Trustee Kelly commented there have been years where projects have been approved and then not funded. Mr. Wendt agreed, but stated this has been approved and funded. The college has two structures presently under this process so this will be the third.

6.6 Tuition Reimbursement Program

Dr. Jacobs stated there are approximately 700 full-time staff at the college. Some have developed their careers here and are interested in continuing their growth. Currently, each of the collective bargaining agreements has some type of reimbursement mechanism but the amounts are very small. Ms. Williams remarked that as an educational institution it is the right next step with our talent management to support staff to further their education. The College wants to make the tuition reimbursement program college-wide for all full-time staff rather than negotiate amounts with the different collective bargaining agreements. Trustee Kelly inquired if the plan is to set aside \$105,000 and utilize that until it is gone. Ms. Williams explained the basis was on 20 employees taking advantage at the current IRS tax exempt amount. A very detailed plan will be developed once the Board gives its approval. Dr. Jacobs added that an individual who is selected can draw up to \$25,000. Ms. Williams added that the amount will be capped per semester and per year, but in their lifetime at the College, the \$25,000 would be the maximum benefit received. If the employee leaves the College, they must agree to reimburse the amount used during their last two years. Trustee Haase commented it is a great investment and the College will be able to retain high quality people.

6.7 Appointment of Trustee Delegate for MCCA Board of Directors

Dr. Jacobs stated this is for the appointment of the trustee delegate for the MCCA Board of Directors. There was earlier discussion regarding the roles and responsibilities. Trustee Kelly stated that Trustee Bonkowski was the College's representative and he served as the alternate. He currently serves as the representative since Trustee Bonkowski's resignation and would be happy to serve on the MCCA Board of Directors. He stated it is up to the Board to nominate a candidate at the regular meeting.

6.8 Academic Regalia

Trustee Kelly stated that this matter was placed on the agenda due to an email sent to the Board, by Trustee Cusumano, relating to a conversation between Trustee Cusumano and Trustee DeSantis at a Macomb graduation commencement ceremony and the issue of “regalia fraud.” Trustee Cusumano confirmed his statement and also commented that he researched information on regalia. Trustee Kelly commented that governing boards are to wear doctoral gowns. Trustee Cusumano stated that he was informed by Trustee DeSantis that there was an attorney on the Board of Trustees in the past who wore a hood with his academic credential. He then asked for the Board’s opinions on this issue.

Trustee Haase requested to speak. She stated that when she first read the email from Trustee Cusumano she was upset and sad that he felt the need to send such a disrespectful email. She indicated that she chose to wear her hood from Oakland University for her master’s degree and was excited to be at the graduation commencement ceremony in December. Trustee Haase stated that this was her decision to wear her hood at the graduation ceremony, but she indicated that she now realizes from an esthetic standpoint that we may want to look at the entire Board wearing the same regalia for photographs, etc. Trustee Haase stated that she would have appreciated it if Trustee Cusumano would have approached her personally and there could have been a conversation about possibly needing a policy for esthetic purposes. Trustee Haase indicated that she had asked for no further communications until the entire Board could discuss this issue together as colleagues. Trustee Cusumano stated that he sent the email to the entire Board since it was not entirely related to Trustee Haase. He inquired if Trustee Haase wore the hood without consultation. Trustee Haase responded that she wore her hood because she is proud of the master’s degree that she earned. Trustee Cusumano apologized to Trustee Haase if she was offended by his email. Trustee Cusumano then asked whether, as a Board, a decision will be made this evening on this issue. He proposed that the Board wear the same hoods without chevrons so as not to distinguish who may or may not have a doctoral degree or otherwise degreed. It was his understanding from a past conversation with Trustee DeSantis that everyone wanted to look uniform. He asked the Board in what context they would like him to put forth his proposal.

Trustee Kelly stated that it was his understanding that the college made a decision as a matter of policy that the Trustees would wear the same gowns for uniformity sake. Dr. Jacobs stated that it makes sense that the gowns are uniform to reflect the unity of the Board. Mr. Wendt stated that the American Council on Education sets the standards on the academic costume code which states that members of a governing body of a college or university, whatever their degrees, are entitled to wear doctoral gowns with black velvet—a black gown with three chevrons and velvet down the front. Mr. Wendt stated that the college purchased and owns those gowns which are provided to all members of the Board of Trustees. In regard to the hood, the color is according to the highest degree earned by the wearer. The color in the middle would be the color of the institution that granted the highest degree. He further stated that the Board can decide to wear no hood, decide to wear a standardized hood that the college already provides, or the Board can all agree to wear their own individual hood according to their degree. Trustee Cusumano inquired if anyone has any institutional knowledge of the history of the gowns. Ms. Thomas-Little

commented that the current gowns were purchased as part of Macomb's 50th anniversary celebration. Mr. Wendt stated that through his research for purposes of conformity for photographs, etc., the Board should wear the hoods of Macomb Community College. Trustee Kelly commented that it is about the students and believes the Board should wear something that represents the College. Trustee Cusumano stated that he thought this was an issue of being a board policy. Dr. Jacobs responded that if Trustee Cusumano or anyone else has a question about a board policy, it should be addressed to him directly.

Trustee Kelly asked for the Board's opinion. Trustee Lucido commented that she believes the Board should honor what Dr. Lorenzo suggested, that everyone is uniform. Trustee Viviano was in agreement that the Board should be uniform. Trustee Cusumano commented that he will go along with whatever the majority of the Board decides to do, but also wanted to acknowledge that Trustee Haase is proud of her degree. Dr. Jacobs concluded that for the graduation commencement ceremonies, the Board will wear the uniform gowns that are provided to them by the College.

Trustee Cusumano inquired as to the reason the Board needs to accept donations to the Foundation. Dr. Ulbrich responded that the Board is simply thanking the donors and acknowledging receipt of the donations. Dr. Ulbrich further stated the Foundation has designated funds, some are endowments and some are annual gifts. It is entirely up to donors to designate where the funds are to be placed. Trustee Cusumano asked when these funds were received. Dr. Ulbrich responded they were received within the last month. Mr. Wendt adds that the language does say "as accepted by the college with thanks." The Foundation only exists to support the College, so it is only appropriate that the College Board thanks the donors. Dr. Ulbrich responded that the Foundation acknowledges every donation. The Foundation has its own board, which includes the College President, the Board Chairman and the Vice President for Business. Mr. Wendt added that the Foundation is to support the College. It does not change the legal relationship between the donor and the College and the donor and the Foundation.

7.0 EXECUTIVE SESSION

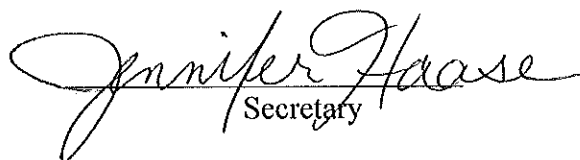
It was determined that there was no need to hold an executive session.

8.0 ADJOURNMENT

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

The meeting adjourned at 7:35 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB
BOARD OF TRUSTEES


Secretary