

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 17, 2015 at 6:00 p.m., in Room K307, 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 6:40 p.m.

2.0 ROLL CALL

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

Absent: Joseph DeSantis, Trustee

Also present: James Jacobs, President  
Elizabeth Argiri, Vice President for Business  
Sharon Kowal, Executive Administrative Assistant to the President  
Jill Thomas-Little, Vice President, Student Services  
Gerri Lynn Pavone, Executive Director, Research  
and Planning  
Bobbie Remias, Director of Finance and Investments  
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 DiMaria, supported by Haase, to approve the agenda as presented.

Motion carried.

4.0 AUDIENCE PARTICIPATION

None.

## 5.0 REVIEW OF AGENDA ITEMS AND MATERIAL

Mr. Wendt stated that a member of the Board will need to add the approval of the June minutes to the Regular agenda.

Trustee Cusumano questioned if the NBU position was new. Mr. Wendt responded that Mr. Jim Van Eman is retiring so the position is a replacement.

## 6.0 ISSUES AND UPDATES

Dr. Jacobs introduced and played the video, Make Macomb Community College Your College. This recruitment video won silver in the CASE Circle of Excellence Awards.

Dr. Jacobs stated that in the last week the College received almost \$200,000 in grants and donations:

- Ms. Lillian Tegel donated a \$25,000 gift for an endowed scholarship fund to provide financial assistance for Macomb Community College students in the Applied Technology and Apprenticeship Programs and a Pathway Fund that will be used to promote career pathways in the Engineering and Advanced Tech programs.
- The Thomas Welsh Foundation is donating \$100,000 to assist Macomb in developing a political science leadership institute.
- Bev Datsi, a Macomb retiree pledged \$50,000 and inclusion in her estate.
- A \$15,000 match from the Robinson Coleman Fund to be used to match all gifts to Veteran's Services between November 11 and December 31.
- Dr. Ulbrich added that a donor is pledging a \$100,000 irrevocable planned gift of her life insurance policy.

Dr. Jacobs said that Veterans Day celebrations were held on both campuses and the turnout was excellent.

Dr. Jacobs said that Trustee Haase attended the adjunct dinner on November 6. Trustee Haase said Janice Grant, the young woman who won the national award, was really amazing. She was very emotional and inspiring.

Dr. Jacobs stated that there several upcoming events:

- Tuesday, November 24 at 9 a.m. is the signing of the agreement with Wayne State University called Wayne Advantage. This agreement allows qualified students to take classes simultaneously at both institutions and receive credit.
- Wednesday, December 2, there are two events, the State of the County address at 6 p.m. and the opening of the Robotics, Engineering and Technology Days (RET). This is a signature event and draws 1,500 to 2,000 students from the Detroit Metropolitan Area. The students come during the day and explore vendor and company exhibits. Then during the evening of Thursday, December 3, the students bring their parents to see the exhibits and hear the panel discussion with some of the employer partners. RET information will be emailed to the Board.
- The commencement ceremony is Friday, December 18, 7 p.m. at the Macomb Center for Performing Arts.
- The Martin Luther King Day events will take place on January 18, 2016.

Dr. Jacobs handed out two memos regarding follow-up items from the October meeting:

- The proposed process for information requests.
- He will be co-chairing a committee for the Campaign for America's College Promise. He will spend less than 10 hours per month working on the campaign and would like to set aside \$3,000 for potential travel for the current budget year.

Trustee Cusumano stated that he had requested to see the contracts before he voted on them. Dr. Jacobs said he made a mistake and thought the contracts were included in the packet. He said that it's been Board policy not to see contracts. Mr. Wendt said it has been that way forever. Ms. Argiri stated that what the Board is being asked to approve, the intent of it does not change by the time the contract terms are negotiated. The information is shared with the Board and asked for approval and then the contract is negotiated. The rule of General Counsel has always been to look to the provisions in the best interest of the College, the price, the vendor, none of it changes. Trustee Cusumano asked if the contract has been written. Ms. Argiri said that there would be an amendment to the contract, or an extension, rather than a rewriting of the contract.

Trustee Kelly said that in terms of a renewal or modification of an existing contract he doesn't think they need to see the contract. But for a totally new contract, where there is no established relationship, and all the language is new, perhaps the Board should see it. Trustee Haase said she would agree with Trustee Kelly if it was a completely new contract. Trustee Kelly said he doesn't think there should be a policy change right now, but it should be thought through and discussed in the future.

### 6.1 Audit Report

Auditors, Mr. Paul Edwards and Mr. Steve Doil from Plante and Moran presented a very high level overview of the audit. The auditors gave the College an unqualified, or clean opinion, which is the highest level of assurance allowed under audit standards.

### 6.2 Purchasing Policy

Dr. Jacobs said that he appreciates what the Chair said about the Board members seeing the contracts. He handed out a chart showing all of Michigan's Community College Board Approval Amounts. The College's current Purchasing Policy states that an amount over \$40,000 is subject to the approval of the Board. Many of the colleges (referencing chart); including those significantly smaller than Macomb have approval amounts of \$100,000. By increasing the College's threshold to \$100,000 it would allow the Board to focus on the larger purchases and contracts. Trustee Kelly stated he did not want to make the day to day management decisions. He wants to work on policy and strategic directions. Dr. Jacobs said it would be useful to have a higher threshold and that he wants to discuss the issue further. Trustee Kelly said he is open to that discussion but he wants additional information from Administration and to give the Board time to reflect upon the issue.

6.3 Enrollment Trends

Dr. Jacobs handed out a report from the Michigan Community College Association on Enrollment History at Michigan's Community Colleges. This report covers the enrollment history of all of Michigan's community colleges. At the December board meeting, the focus of the discussion will be specifically on Macomb's enrollment history.

7.0 EXECUTIVE SESSION

MOTION by Haase, supported by DiMaria, to move into executive session.

ROLL CALL VOTE:

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

Nays:

Absent: DeSantis

Motion carried.

RECESS

The meeting recessed at 7:34 p.m.

RECONVENE

The meeting reconvened at 7:46 p.m.

8.0 ADJOURNMENT

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

The meeting adjourned at 7:47 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB  
BOARD OF TRUSTEES

---

Secretary