

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, December 15, 2015 at 6:00 p.m., in Room 109, 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
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
Dennis Costello, Purchasing Administrator
Sharon Kowal, Executive Administrative Assistant to the President
Jill Thomas-Little, Vice President, Student Services
Gerri Lynn Pavone, Executive Director, Research
and Planning
James Sawyer, Provost/Senior Vice President, Learning Unit
Bill Simonson, Director of Administrative Services
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.

Motion carried.

4.0 AUDIENCE PARTICIPATION

None.

5.0 REVIEW OF AGENDA ITEMS AND MATERIAL

None.

6.0 ISSUES AND UPDATES

Dr. Jacobs:

- Handed out *Report to the Community 2015*
- Commencement Ceremony, Friday, December 18, 280 graduates walking
- Handed out Foundation letter regarding matching donation opportunity to Veteran's Services
- Handed out Upcoming Events information

6.1 Purchasing Process and Policy

Ms. Argiri gave an overview of the purchasing process, policy and contracts. Mr. Wendt provided an overview of the contract approval process.

6.2 2017-2019 Renovation Program

Ms. Argiri stated that Administration views the Renovation Program as a continuing conversation with the Board that began in 2011-2012. This is year three of Phase One that the Board approved in September 2013. Mr. Simonson gave a review on Phase One (2014-2016) and presented Phase Two (2017-2019) with a request for authorization and approval from the Board of Trustees to proceed with the Renovation Program.

Administration invited the Board to tour the newly renovated South Campus C building before the January Board Meeting.

6.3 Revised 2015-16 General Fund Budget

Ms. Argiri provided an overview of the Revised General Fund Budget for 2015-16. A balanced budget was presented despite the enrollment decline.

Trustee Cusumano stated that he had several complaints from students about the computers in the library and requested a report on it from Mr. Zimmerman. Trustee Kelly said the topic would be added to a regular meeting agenda.

6.4 Placement Testing

Dr. Sawyer stated that the vast majority of students are required to take placement tests in math, reading and English. Those assessments are used to place the student in an appropriate level for those courses. Ms. Thomas-Little provided an overview of the current placement testing process. She stated the current product, COMPASS, is being discontinued by ACT and a new product will need to be selected and purchased. Dr. Sawyer said, a group of faculty in math, reading and English, went through a variety of products on the market. A Request for Proposal (RFP) was issued and two products were chosen for further review, Accuplacer and Maplesoft. Dr. Sawyer is 95 percent certain that the choice will be Accuplacer, but math faculty was interested in

looking closer at Maplesoft. Dr. Sawyer stated that the goal is to be ready for the winter 2017 intake process with the new product.

Other factors that may help drive the placement decision are non-cognitive factors, using ACT or SAT scores to possibly exempt students from having to take a placement exam and the high school GPA which is also helpful in properly placing students. Those are additional considerations that are being looked at that could impact the whole placement protocol. Dr. Sawyer and Ms. Thomas-Little will present the replacement product to the Board next month for approval to purchase.

Trustee Cusumano stated that when they have the discussion on Student Success, he would like to discuss Ms. Thomas-Little's presentation that she made about the intake redesign in collaboration with the Community College Research Center (CCRC) at the 3rd Annual Michigan Student Success Conference hosted by Oakland University last February.

6.5 Presidential Transition

Due to the extensive agenda with presentations, Trustee Kelly tabled discussion on the presidential transition. Trustee Kelly called for a special meeting to be held after the first of the year to specifically discuss Student Success and the Presidential Transition.

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 8:05 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB
BOARD OF TRUSTEES

Secretary