

APPROVED 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, August 16, 2016 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 6:26 p.m.

2.0 ROLL CALL

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

Absent: Joseph DeSantis, Trustee  
Roseanne DiMaria, Treasurer  
Elizabeth Lucido, Trustee

Also present: James Jacobs, President  
Elizabeth Argiri, Vice President for Business  
Janet Huff, Director of Human Resources  
Sharon Kowal, Executive Administrative Assistant to the President  
Gerri Lynn Pavone, Executive Director, Research and Planning  
James Sawyer, Provost/Senior Vice President, Learning Unit  
Jill Thomas-Little, Vice President, Student 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

Trustee Cusumano asked why an additional Associate Dean of Student Success was being hired. Ms. Williams stated that this position is a replacement not an increase in force.

Trustee Viviano asked why the recommended salary for the Instructor of Mathematics position is above the range on the posting. Ms. Williams stated that the posting was open during the spring and since that time the MCCFO contract is new and the salary range has changed.

## 6.0 ISSUES AND UPDATES

### 6.1 HLC Update

Dr. Jacobs stated that the documents that they have just received were all produced for the HLC visit. He said the HLC visit can be looked at as a compliance question, but their visit presented the opportunity to develop a whole set of documents which codify and bring together a lot of the work that is ongoing or completed over the last couple of years. He said these are very important documents and recommended the Board review them before the HLC visit.

Dr. Sawyer and Ms. Pavone gave an update on where the college is in preparation of the HLC visit and an overview of what to expect during the peer review team's visit.

A partial agenda for the team's visit:

- September 25, Sunday evening – informal meeting with President's Council
- September 26, Monday morning – kick-off of formal meeting with President's Council (will receive agenda at that time)
- September 26, Monday lunch - open meeting with students
- September 26, Monday evening - dinner meeting (5:30 p.m.) with Board of Trustees
- September 27, Tuesday – open meeting with the community
- September 27, Tuesday - closing meeting with President's Council
  
- Other open meetings to be scheduled will be with faculty and staff

For two weeks after the team's visit they may continue to contact the College for additional pieces of evidence or clarification on processes.

The accreditation process has changed since 2007 and a big difference is that the team is here to evaluate the college, there will be no consulting. The job of the team is to ascertain, yes or no, whether the college meets the criteria.

The key to the Board of Trustees' participation is transparency; when answering questions don't be afraid to say that you don't know the answer.

Dr. Sawyer notified the Board that Dr. Rice, team leader, emphasized to him that the HLC has made a policy revision that empowers the President of the HLC to step-in if there is a catastrophic event on campus, i.e. a bankruptcy and initiate a review immediately.

Trustee Cusumano asked when the accreditation process will be complete. Dr. Sawyer said there is no formal date. As the HLC Board meets periodically throughout the year, decisions will be made whether to approve or not. They usually have many colleges to decide on at each meeting. Dr. Jacobs added that if there is anything glaringly wrong, HLC will notify the College.

## 6.2 President's Council Action Plan 2016/2017

Dr. Jacobs distributed the internal action plan developed by President's Council. For the next year, each vice president will be responsible for developing upon these issues. This is a very specific document and is for internal purposes only.

## 6.3 Updates

### A. Regional Transit Authority – RTA

The Regional Transit Authority's ballot language has been accepted and will be on the November ballot. The College and the Board of Trustees cannot take a position on the proposal.

### B. Haas Foundation

Dr. Ulbrich stated that the College has a current relationship with Haas with the CNC machining at South Campus. The College also has the Haas Technical Education Center where they provide the equipment and the showroom floor and the College trains students using the Center. The Haas Foundation recently contacted the College with an offer to provide capital funding to expand the Center. Macomb is one of only five colleges in the entire country they are making this offer to. This opportunity fits perfectly in the process of renovating RST buildings. This will help with the Capital Outlay request because it will demonstrate that there might be outside money to help support that effort. Dr. Ulbrich said the College is in the process of planning to ask Haas for \$1M in capital funds and another \$5K in scholarships over three to five years. This will offset some of Macomb's costs and Haas will retain the Haas Center name for a set period of time as a result of their donation. Administration is preparing a presentation to give to Haas and then to the trustees in the next few months.

### C. MCCA Trustee Professional Development

The MCCA is offering a new professional development opportunity with a one day Trustee Leadership Institute in Lansing on Friday, November 18. The Institute is open to all trustees. Please let Ms. Kowal know if you plan to attend.

D. 2016 ACCT Awards

Dr. Jacobs has been awarded the 2016 ACCT Regional Chief Executive Officer Award for the Central region. There will also be one outstanding award recipient in each category who will be announced during the 47<sup>th</sup> Annual ACCT Leadership Congress on October 7 in New Orleans.

Dr. Jacobs announced that the Michigan Veterans Affairs Agency (MVAA) has certified Macomb Community College as a Veteran-Friendly School at the Gold level. This means the College is complying with all of the VA regulations. The new VA Center opens in January and will be a model facility.

Dr. Jacobs stated that Macomb's enrollment is almost the same as it was last year. Compared to other community college's across the state on the average enrollment has dropped anywhere between 3 and 7 percent.

6.4 Presidential Selection Process

Trustee Kelly said based on the input from various meetings with students, staff, faculty, community members and the Board, Mr. Thompson from R.H. Perry has prepared and forwarded the presidential search profile. The profile was emailed to the trustees for input. If anyone has any suggestions or corrections, let's discuss, and then the profile can be adopted at the regular meeting. Once that is done it can be forwarded to the search committee for their information and per the plan it will be published.

Trustee Kelly thought it looked pretty good. Trustee Haase said it was well done and it was good to see the things people shared were reflected in the profile.

7.0 EXECUTIVE SESSION

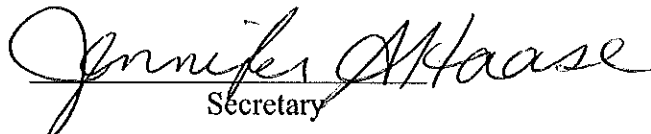
Trustee Kelly stated there is no need to hold an executive session.

8.0 ADJOURNMENT

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

The meeting adjourned at 7:14 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB  
BOARD OF TRUSTEES

  
Secretary