

APPROVED MINUTES OF 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 Wednesday, April 18, 2018 at 6:00 p.m., in Room 109 of the University Center, Professional Development Center, Center Campus, 44575 Garfield Road, Clinton Township, Michigan.

1.0 CALL TO ORDER

The meeting was called to order by Chairperson Haase at 6 p.m.

2.0 ROLL CALL

Present: Jennifer Haase, Chairperson
Frank Cusumano, Vice Chairperson
Katherine Lorenzo, Secretary
Roseanne DiMaria, Treasurer
Kristi Dean, Trustee
Joseph DeSantis, Trustee

Absent: Vincent Viviano, Trustee

Also present: James Sawyer, President
Elizabeth Argiri, Vice President, Business
Sharon Kowal, Executive Administrative Assistant to the President
William Tammone, Provost/Vice President, Learning Unit
Jill Thomas-Little, Vice President, Student Services
Casandra Ulbrich, Vice President, College Advancement & 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 Dean, to approve the agenda as presented.

Motion carried.

4.0 AUDIENCE PARTICIPATION

None.

5.0 REVIEW OF AGENDA ITEMS AND MATERIAL

Dr. Sawyer said a couple of the Trustees have some concerns about the Director of PSI position. He suggested tabling Item 8.1.B in the Regular Meeting until we can satisfy the questions the Board has. Trustee Haase said that would require a motion at the Regular Meeting during the approval of the agenda. Trustee Haase asked if there would be support for that because it would require at least four people. Trustee DiMaria said she would support the motion. Mr. Wendt suggested rather than tabling the item, make a motion to adopt the agenda with removal of Item 8.1.B.

Trustee Cusumano said he assumes that Mr. Calabrese is retiring. Dr. Sawyer said that Mr. Calabrese took a job with Emmet County and that created the vacant position. Trustee Cusumano said the discussion and motion that was introduced could impact the decision of the scope of that. Dr. Sawyer responded yes.

Dr. Sawyer made a few general comments:

IDD was held this past month and went well. Feedback of the day has been very positive.

Students in our respiratory therapy program won the Sputum Bowl again. This is a competition that they have won eleven years in a row. It a great reflection on our program, particularly our full-time faculty, Dr. Rick Zahodnic and Laurie Niemer. Consistently having good students is great. The student team that won will participate in the national competition in Las Vegas this summer. In addition this same program received special recognition for distinguished credentialing success award.

There have been some preliminary conversations with the Michigan State College of Osteopathic Medicine who is exploring the development of a physician's assistant program. Our contact, Kirsten Waarala, who is the local associate dean, is one of many trying to move the program along to acceptance. The University Center is one of the locations being considered. We are actively engaged with her trying to do what we can to promote that. We provided a letter of support. We've indicated we are willing to do whatever we can to help make that successful. We've also reached out to the County and they are putting together a letter of support. They are willing to do what they need to do. There is no timetable at this point. Trustee Cusumano asked if the program would be set up so the student would go straight through and never leave Macomb County. Dr. Sawyer said yes it is conceivable that a student could earn their associate's degree at Macomb, complete a UC bachelor's program and then go into this program. That would be the best case scenario.

There are a couple IT related items on the agenda. We are continuing to work through our IT modernization program. Our goal is to use the expertise of our staff and the resources we currently have and let other people do the things that can be done externally.

Yesterday, Dr. Sawyer and Ms. Argiri testified before the Senate Education Committee. They were invited by the Michigan Community College Association. There is a bill being proposed related to retirement benefits for part-time students. Ms. Argiri said it was related to student workers who work at the college full-time and part-time. Dr. Sawyer said community colleges within the State have interpreted the ORS standards differently over the years. The auditor general did an audit at Southwest Michigan and decided that all part-time workers should be paying into the MSPERS system. Ms. Argiri added all the part-time workers who are part-time students. They testified that it was a bad idea and all full-time students are already exempt and part-time students should be exempt from MSPERS as well. The Senate Committee supports that idea. It has to be adopted by the full senate before it becomes a rule.

Tomorrow is Community College Day in Lansing. Dr. Sawyer and Nicole McKee will be going there for interaction with our legislators. Capital Outlay will be their main talking point.

Spring/Summer enrollment has just started. Dr. Sawyer will provide updates.

The Lawrence Summers speaking event, part of the Jim Jacobs Civic Engagement Project, was held on March 26. It was a popular event with 800 tickets ordered. Dr. Summers met with a hundred of our students as well. The feedback he received from faculty on that event was very positive.

Trustees Cusumano and Dean have expressed interest in presenting at the ACCT Conference in New York this October. Dr. Sawyer reached out to his counterpart, Bill Pink, at Grand Rapids Community College. Dr. Pink was interested and thought he had some trustees who would be as well. Dr. Sawyer shared, with Dr. Pink, a draft of a proposal that focuses on workforce training, the importance of identifying alternative sources of revenue, ala grants, how the College has done that and the success we have had in those training programs. Dr. Pink is vetting that out now and if it is okay with him and he is sure he has trustees interested as well we will submit that proposal sometime in early May. Dr. Sawyer will share that with Trustees Cusumano and Dean when he hears back from GRCC.

Upcoming Events:

Next week we have our celebration of Donor and Scholarship Recipients luncheon.

Commencements will be held on May 11 at the Expo Center.

May 11 is also the Governor's luncheon at MacRay's.

The MCCA summer conference is returning to Traverse City and will be on July 24-27.

Please let Ms. Kowal know if you will be attending any of these events and she will make the appropriate arrangements.

Trustee Lorenzo asked if the College will be having a "watch" party on May 8. Dr. Ulbrich said if the Board is interested one can be arranged.

6.0 ISSUE AND UPDATES

1. Millage Update

Dr. Sawyer said we are continuing to host meetings in the community. They continue to be positive. His most recent meeting was with the K-12 superintendents and administrators.

Dr. Sawyer added that we've been pleased that there has been no organized opposition. It is late to do that now so we think that is a very good sign.

Dr. Ulbrich said to date a little over 55,000 people have applied for their absentee ballot. We have sent out roughly 39,000 of mail piece number one and about 36,500 of mail piece number two. The reason there is a discrepancy in amounts is because we had one community that did not send us an Excel spreadsheet list of the people who received a ballot. They gave us a PDF of labels so it was very time consuming just to send them one mailing as opposed to two.

Dr. Ulbrich continued that as far as advertising there were over 90,000 hits to the webpage. Our advertising impressions to date since January 1st have been 11 million impressions. We have started on campus communications – we created a student voter guide that was sent to all faculty to share with their students. Then we sent an email to the students with the information of the voter guide in the email. On Monday we sent a faculty/staff wide email reminding them about the May 8th election and giving them information on how to vote by absentee ballot if they were interested. We have also started placing materials around campus as well.

Dr. Ulbrich said last week the Economic Impact study was released and *The Macomb Daily* did a very nice article. We received endorsements from the Macomb Chamber, the Sterling Heights Regional Chamber of Commerce and the Metro Detroit AFL-CIO. The two chambers are going to sign a joint editorial highlighting the economic impact of the College. Yesterday she spoke to the Romeo-Washington Chamber and last week she went to Dave Bonior's book signing at the Plumbers Union. Our external group, Taxpayers for Macomb Community College held a fundraiser last week and raised about \$10,000. They have created friend to friend cards, have done one small mailing, are doing Facebook advertising and planning on having lawn signs at polling locations the day of the election.

The next step, Dr. Ulbrich said, is to start focusing on people who are going to vote the day of the election. A separate mailing will be sent to likely May voters reminding them of the election in May and asking them to consider voting.

Trustee Dean said there are two other communities having a millage in May. Those communities are getting hit and then Macomb is asking too, so they are getting a double whammy. It is a pretty substantial amount of money. Dr. Ulbrich said we had no control over a school district or municipality. We knew from the beginning that was a possibility. They decided to go on the ballot after we did. The two school districts are Roseville and Van Dyke.

2. NSF Grant for CAAT

Dr. Sawyer said the College was pleased to receive additional funding support from the National Science Foundation (NSF) for the Center for Advanced Automotive Technology (CAAT). The College received our first NSF grant in 2005. We continued to evolve primarily with NSF funding. The CAAT was started in 2010. Joe Petrosky has been consistent throughout that evolution. Bob Feldmaier has been the CAAT director for the last several years. They are doing a good job. We received approximately \$600,000 that runs through June 30, 2021.

Mr. Petrosky, Mr. Feldmaier and Dr. Sawyer have been going out with the Foundation and meeting with large employers in the automotive industry trying to build additional support for the CAAT. Dr. Sawyer said that is a longer term proposition, but we are going to continue to try to cultivate that to get funds from them. The conversations have all been well received but we haven't been presented with any checks yet. This is all part of building a relationship and partnering with them. We have over 200 partnerships related to the CAAT - between education institutions and automotive firms. The College is hosting our annual CAAT conference this Friday on campus. There are usually about 100 to 120 attendees. This year the focus is on testing the products of tomorrow – autonomous vehicles. They have an impressive list of speakers as well.

Trustee DeSantis said when Dean Lynch worked at the College they went out and approached some large corporations. They managed to get a few dollars but the statement from the CEO of the corporation was “you are a publically funded institution.” So if you get anything out of a private corporation you have really achieved something and there’s notoriety because most of the large corporations really believe that. It is a tough road to haul even though the College is located near the GM Tech Center, Ford, and Chrysler.

At the last meeting, Trustee DeSantis said he mentioned Joe Petrosky and Dr. Ulbrich’s radio spots - those are really important. Believe it or not the *Tech Center News* is probably the best vehicle to use, we have articles in there constantly. To get anything out of these corporations is really tough, because they prefer to do it through a private institution. Dr. Sawyer told Trustee DeSantis that he appreciates his thoughts.

3. Dashboards

Dr. Sawyer handed out the Data Dashboard. He said this is something that we have been working on for a while. He said, over the years, he has given presentations in terms of how we measure as a college in the performance of what we do. We have also participated in the Voluntary Framework for Accountability (VFA). A lot of colleges in the nation participated in VFA and it helped us to create a better pool for benchmarking. Turning to the third page you can see our actual dashboard. This is where we are identifying what we did the prior year, the current year and what our benchmark is. The arrows indicate whether we are up or down versus the benchmark and how we are doing related to our target performance. We have modest increases in each of the areas.

Dr. Sawyer continued that this will eventually reside on the College portal, but we wanted to get this information into the hands of our faculty and staff. These are important benchmarks and we need to provide data to the people so they know where we stand on these things. Also we are striving to have this data in a consistent format and always available. Please review the information and feel free to send Dr. Sawyer any questions. The key takeaway is that it is important to have goals for things we think are important and to monitor how well we are doing trying to achieve those goals and that can drive our continuous improvement.

Trustee Cusumano commented that this appears to satisfy all the criticisms he had toward Administration in regards to this. Trustee Haase asked Dr. Sawyer to pass along to all the staff that worked on this the Board’s thanks. Dr. Sawyer said Gerri Pavone and the Institutional Research department were the main areas that worked on it.

4. Organization Changes

Dr. Sawyer stated that we have already started making some organizational changes – we shifted conference and food services from student services to the business office. This was done to focus our efforts in the student success area to concentrate on our primary objective of helping students achieve their educational goals. An additional change we are going to make is to align the grants office in the business office. We see some synergies between the grants office and the reporting we need to do with compliance issues. A consequence of this is we will not be renewing two NBU contracts, one in the President’s Office and the other one is in human resources. You will see that reflected in the NBU contract summary that comes before you next month.

Dr. Sawyer added that in the spirit the legal disclosures, we have received a letter from an attorney for one of the person's whose NBU contract will not be renewed. We have just started working on that. But we have a contract and feel we are in good stead there.

Trustee Cusumano asked if the position is being eliminated. Dr. Sawyer responded that we are shifting and reallocating. It will become clear as he brings the contracts forth next month.

Trustee Haase stated that there wasn't much time spent on Item 5. Review of Agenda – did anyone have any specific questions on the agenda for the Regular Meeting?

Trustee Cusumano said he received an email from an anonymous person basically saying something about the IT Department and the expenses were out of line. He emailed back and said if you have questions email them to me and he'll ask them. He never received anything back.

Trustee Cusumano asked if the I.T. Delivery Lead position is new. Ms. Argiri stated that it is a reallocation. She continued that as we work through the IT Business Systems Modernization strategy we are looking at all of our positions and as our needs change we are recasting positions. That position was a programmer position and we have recast it as an I.T. Delivery Lead position. Trustee Cusumano asked if that is in the overall expenditure in the budget, increasing for management, or is it remaining budget neutral. Ms. Argiri said it is budget neutral. If we were increasing funds it would have to be commensurate with the next budget cycle.

Trustee Dean asked about the LMS and students using it – is this the number of log-ins that they are using because it's grown since 2009. Dr. Tammone responded that it is a duplicated headcount. Trustee Dean said it is a duplicated headcount for each semester. Dr. Tammone said yes. Trustee Dean said that it is hard to understand how many because is it only for online hybrid and some other face to face classes but not for the whole population. Dr. Sawyer said the majority of our face to face classes use the LMS to supplement what they do. Dr. Tammone said if a student is registered for four courses and three are either online or have some element of support they would be counted three times. Trustee Dean said the count is inflated. Dr. Tammone asked if she wanted the unduplicated headcount. Trustee Dean said she wouldn't want a student counted more than one time because that inflates the usage. Trustee Dean asked if it is possible to obtain the unduplicated headcount from his data. Dr. Tammone said he assumes it is. Trustee Haase said it would be nice to have both sets of data. Dr. Tammone said he would do what he can to get the Board that information.

Trustee Dean asked if there is a SQL server at each campus and are they talking to each other. Ms. Argiri responded that Mike Zimmerman will be at the Regular Meeting and will be able to address questions about duplication and communication between campuses.

7.0 Executive Session

MOTION by DiMaria supported by Lorenzo to move into Executive Session to discuss labor negotiations.

ROLL CALL VOTE:

Ayes: Cusumano, Dean, DeSantis, DiMaria, Lorenzo, Haase

Nays:

Absent: Viviano

RECESS

The meeting recessed at 6:38 p.m.

RECONVENE

The meeting reconvened at 7:46 p.m.


8.0 ADJOURNMENT

MOTION by Lorenzo, supported by Dean, to adjourn the meeting.

Motion carried.

The meeting adjourned at 7:46 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES


Secretary