

APPROVED MINUTES OF REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE COMMUNITY
COLLEGE DISTRICT OF THE COUNTY OF MACOMB

A regular meeting of the Board of Trustees of the Community College District of the County of Macomb was held Wednesday, June 20, 2018 at 7:30 p.m., in Lecture Hall B, 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 8:33 p.m.

2.0 ROLL CALL

Present: Jennifer Haase, Chairperson
Frank Cusumano, Vice Chairperson
Katherine Lorenzo, Secretary
Kristi Dean, Trustee

Absent: Roseanne DiMaria, Treasurer
Joseph DeSantis, Trustee
Vincent Viviano, Trustee

Also present: James Sawyer, President
Sharon Kowal, Executive Administrative Assistant to the President
Jeffrey Steele, Associate General Counsel

3.0 APPROVAL OF AGENDA

MOTION by Cusumano, supported by Dean, to approve the agenda with the addition of agenda item 5.5 Cancellation of the July 18, 2018 Information Session and Regular meetings of the Board of Trustees.

ALL IN FAVOR:

Ayes: Cusumano, Dean, Lorenzo, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

4.0 APPROVAL OF MINUTES

4.1 Information Session, May 16, 2018

MOTION by Cusumano, supported by Lorenzo, to approve the minutes of the May 16, 2018 Information Session, as read.

ALL IN FAVOR:

Ayes: Cusumano, Lorenzo, Dean, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

4.2 Closed Session, May 16, 2018

MOTION by Cusumano, supported by Lorenzo, to approve the minutes of the May 16, 2018 Closed Session, as read.

ALL IN FAVOR:

Ayes: Cusumano, Lorenzo, Dean, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

4.3 Regular Meeting, May 16, 2018

MOTION by Cusumano, supported by Lorenzo, to approve the minutes of the May 16, 2018 Regular Meeting, as read.

ALL IN FAVOR:

Ayes: Cusumano, Lorenzo, Dean, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

5.0 BOARD OF TRUSTEES REPORTS/PROPOSALS

5.1 Board of Trustees Reports (verbal)

None.

5.2 Renewal of Memberships and Authorization for Dues in Trustee Organizations

MOTION by Cusumano, supported by Dean, that the Board of Trustees extend the approval of the renewal of memberships in the state and national trustee organizations to which the College belongs and authorize attendance by Board members at educational conferences sponsored by these organizations through June 30, 2019. In addition, it is recommended that the Board approve the annual dues for membership in the Michigan Community College Association, the support of the Virtual Learning Network, and the support of the Center for Student Success, at a total cost of \$65,935.45.

ROLL CALL VOTE:

Ayes: Cusumano, Dean, Lorenzo, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

5.3 Appointments – 2018/2019 MCCA Board of Directors

MOTION by Dean, amended by Cusumano, supported by Dean, that the Board of Trustees designate Jennifer Haase as the representative and Katherine Lorenzo as the alternate for the Michigan Community College Association Board of Directors, effective July 1, 2018 through June 30, 2019.

ALL IN FAVOR:

Ayes: Cusumano, Dean, Lorenzo, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

5.4 Change in Location of July 18, 2018, September 19, 2018 and November 21, 2018 Board of Trustees Meetings

MOTION by Dean, supported by Cusumano that the Board of Trustees approve relocating the July 18, 2018, September 19, 2018, and November 21, 2018 Board meetings from South Campus to Center Campus (Information Session to be held in UC Room 109 and the Regular meeting in UC Lecture Hall B).

ALL IN FAVOR:

Ayes: Dean, Cusumano, Lorenzo, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

5.5 Cancellation of July 18, 2018 Board of Trustee Meetings

MOTION by Lorenzo supported by Cusumano to cancel the July 18, 2018 Information Session and Regular meetings of the Board of Trustees.

ROLL CALL VOTE:

Ayes: Lorenzo, Cusumano, Dean, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

6.0 PRESIDENT'S REPORT (verbal)

None.

7.0 FINANCIAL REPORTS

7.1 Financial Statements – May 31, 2018

MOTION by Dean, supported by Lorenzo, to receive and file the financial statements for the eleven months ended May 31, 2018.

ALL IN FAVOR:

Ayes: Dean, Lorenzo, Cusumano, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

7.2 Investment Report – June 3, 2018

MOTION by Dean, supported by Lorenzo, to receive and file the investment report of securities held as of June 3, 2018.

ALL IN FAVOR:

Ayes: Dean, Lorenzo, Haase

Nays: Cusumano

Absent: DeSantis, DiMaria, Viviano

Motion failed.

8.0 PERSONNEL REPORTS

8.1 Personnel Actions

8.1.A. – Janice Fox, Faculty, Instructor of Speech Communications

MOTION by Lorenzo, supported by Dean to approve the appointment of Janice Fox, Faculty, Instructor of Speech Communications.

ROLL CALL VOTE:

Ayes: Lorenzo, Dean, Cusumano, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

8.1.B. – Julie Lambert, Faculty, Instructor of Art

MOTION by Lorenzo, supported by Dean to approve the appointment of Julie Lambert, Faculty, Instructor of Art.

ROLL CALL VOTE:

Ayes: Lorenzo, Dean, Cusumano, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

8.1.C. – Ellen Lux, Administrative, Director, Center for Innovation & Entrepreneurship (Temporary)

MOTION by Lorenzo, supported by Dean to approve the appointment of Ellen Lux, Administrative, Director, Center for Innovation & Entrepreneurship (Temporary)

ROLL CALL VOTE:

Ayes: Lorenzo, Dean, Cusumano, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

8.1.D. – Michael Mielke, Faculty, Instructor of Mechatronics

MOTION by Lorenzo, supported by Dean to approve the appointment of Michael Mielke, Faculty, Instructor of Mechatronics.

ROLL CALL VOTE:

Ayes: Lorenzo, Dean, Cusumano, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

8.1.E. – Joseph Sadorski, Faculty, Instructor of Geology

MOTION by Lorenzo, supported by Dean to approve the appointment of Joseph Sadorski, Faculty, Instructor of Geology.

ROLL CALL VOTE:

Ayes: Lorenzo, Dean, Cusumano, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

8.1.F. – James Tierney, Faculty, Instructor of Humanities

MOTION by Lorenzo, supported by Dean to approve the appointment of James Tierney, Faculty, Instructor of Humanities.

ROLL CALL VOTE:

Ayes: Lorenzo, Dean, Cusumano, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

8.1.G. – Lauren Willey, NBU Administrative, Director of Personnel Services

MOTION by Lorenzo, supported by Dean to approve the appointment of Lauren Willey, NBU Administrative, Director of Personnel Services.

ROLL CALL VOTE:

Ayes: Lorenzo, Dean, Cusumano, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

9.0 AUDIENCE PARTICIPATION (verbal)

None.

10.0 REPORTS OF ADMINISTRATION – INFORMATION ITEMS

None.

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS

11.1 Donations – May 31, 2018

MOTION by Dean, supported by Lorenzo, to accept the donations as presented and acknowledged by the Administration.

ALL IN FAVOR:

Ayes: Dean, Lorenzo, Haase

Nays: Cusumano

Absent: DeSantis, DiMaria, Viviano

Motion failed.

11.2 Change Orders - none

11.3 Authorization for Purchases

11.3A Media-Buying and Placement Services

DISCUSSION: Trustee Cusumano stated the amount might seem large and significant, but we have been budgeting this amount for several years. Dr. Ulbrich answered questions to his satisfaction at the Information Session regarding the metrics and number of impressions, also how we are determining the effectiveness of the advertising campaign.

MOTION by Dean, supported by Lorenzo that the Board of Trustees authorize the award of a one-year contract, subject to the approval of General Counsel, to SMZ, Inc. of Troy, MI for media-buying and placement services in an amount not to exceed \$480,200.

ROLL CALL VOTE:

Ayes: Dean, Lorenzo, Cusumano, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

11.3B HR and Payroll Department Process Study

MOTION by Dean, supported by Lorenzo that the Board of Trustees authorize Administration to enter into a contract, upon approval of General Counsel, with CampusWorks of Bradenton, FL for a HR and Payroll Departmental Workflow/Process Study in an amount not to exceed \$64,000.

ROLL CALL VOTE:

Ayes: Dean, Lorenzo, Cusumano, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

11.3C Room, Event and Catering System

MOTION by Dean, supported by Lorenzo that the Board of Trustees authorize Administration to enter into a contract, upon the approval of General Counsel, with EMS Software of Centennial, CO for a Room, Event and Catering System in an amount not to exceed \$182,612 including a \$10,000 contingency to cover potential additional data migration expenditures.

ROLL CALL VOTE:

Ayes: Dean, Lorenzo, Cusumano, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

11.4 Approval of Grant Submission to Michigan Council for Arts and Cultural Affairs

MOTION by Cusumano supported by Lorenzo that the Board of Trustees approve the submission of a grant proposal to the Michigan Council for Arts and Cultural Affairs for up to \$30,000 to support education and outreach programs.

ROLL CALL VOTE:

Ayes: Cusumano, Lorenzo, Dean, Haase

Nays:

Absent: DeSantis, DiMaria, Viviano

Motion carried.

12.0 POLICY ACTIONS - none


13.0 ADJOURNMENT

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

Motion carried.

The meeting adjourned at 8:54 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES


Secretary