

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, November 14, 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 8:29 p.m.

2.0 ROLL CALL

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

Absent: Joseph DeSantis, Trustee

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

3.0 APPROVAL OF AGENDA

MOTION by DiMaria, supported by Lorenzo, to approve the agenda as presented.

ALL IN FAVOR:

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

Nays:

Absent: DeSantis

Motion carried.

4.0 APPROVAL OF MINUTES

4.1 Information Session, October 17, 2018

MOTION by Dean, supported by DiMaria, to approve the minutes of the October 17, 2018 Information Session, as read.

ALL IN FAVOR:

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

Nays:

Absent: DeSantis

Motion carried.

4.2 Regular Meeting, October 17, 2018

MOTION by Dean, supported by DiMaria, to approve the minutes of the October 17, 2018 Regular Meeting, as read.

ALL IN FAVOR:

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

Nays:

Absent: DeSantis

Motion carried.

4.3 Special Meeting, October 22, 2018

MOTION by Dean, supported by DiMaria, to approve the minutes of the October 22, 2018 Special Meeting, as read.

ALL IN FAVOR:

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

Nays:

Absent: DeSantis

Motion carried.

5.0 BOARD OF TRUSTEES REPORTS/PROPOSALS

5.1 Board of Trustees Reports (verbal)

None.

5.2 2019 Calendar of Meetings

MOTION by Cusumano, supported by Viviano, to approve the 2019 Calendar of Meetings as presented, commencing with the January 16, 2019 regular meeting at South Campus, and alternating between South and Center Campuses thereafter and to hold regular information sessions beginning at 6 p.m. immediately preceding the regular meeting each month as scheduled as a discussion and information session only.

ROLL CALL VOTE:

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

Nays:

Absent: DeSantis

Motion carried.

6.0 PRESIDENT’S REPORT (verbal)

Dr. Sawyer congratulated Trustee Roseanne DiMaria on her recent re-election to the Board of Trustees. Trustee DiMaria has been a long and outstanding member of the Board and we appreciate all she does to support the college and the community.

Dr. Sawyer recognized Trustee-elect Joan Flynn. We appreciate Ms. Flynn joining us this evening to familiarize herself with the Board operations and look forward to working with her in the future.

7.0 FINANCIAL REPORTS

7.1.A. Financial Statements – September 30, 2018

MOTION by DiMaria, supported by Lorenzo, to receive and file the financial statements for the three months ended September 30, 2018.

ALL IN FAVOR:

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

Nays:

Absent: DeSantis

Motion carried.

7.1.B. Financial Statements – October 31, 2018

MOTION by DiMaria, supported by Lorenzo, to receive and file the financial statements for the four months ended October 31, 2018.

ALL IN FAVOR:

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

Nays:

Absent: DeSantis

Motion carried.

7.2A, 7.2B Investment Report – September 30, 2018, October 28, 2018

MOTION by DiMaria, supported by Lorenzo, to receive and file the investment report of securities held as of September 30, 2018 and October 28, 2018.

ALL IN FAVOR:

Ayes: DiMaria, Lorenzo, Dean, Viviano, Haase

Nays: Cusumano

Absent: DeSantis

Motion carried.

7.3A Audited Financial Statements for the Year Ended June 30, 2018

MOTION by DiMaria, supported by Lorenzo, to receive and file the Audited Financial Statements for the Year Ended June 30, 2018.

DISCUSSION: Trustee Cusumano commented that it has been his course of practice to vote no on the investment reports because he has taken issue with regard to the investment portfolio instruments, which have been construed as government instrumentalities specifically Fannie Mae and Freddie Mac. He sees that the audited financial statements include those investments under those characterizations as governmental instruments, therefore he will respectfully be voting no on the audited report. Otherwise, it is completely acceptable.

ALL IN FAVOR:

Ayes: DiMaria, Lorenzo, Dean, Viviano, Haase

Nays: Cusumano

Absent: DeSantis

Motion carried.

7.3B Macomb Community College Foundation Audited Financial Report 2017-2018

MOTION by DiMaria, supported by Dean, to receive and file the Macomb Community College Foundation Audited Financial Report 2017-2018.

ALL IN FAVOR:

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

Nays:

Absent: DeSantis

Motion carried.

7.3C Single Audit Report – Year Ended June 30, 2018

MOTION by DiMaria, supported by Dean, to receive and file the Single Audit Report For the Year Ended June 30, 2018.

ALL IN FAVOR:

Ayes: DiMaria, Dean, Lorenzo, Viviano, Haase

Nays: Cusumano

Absent: DeSantis

Motion carried.

8.0 PERSONNEL REPORTS

8.1 Personnel Actions

8.1.A. – Sarah Karlis, Faculty, Instructor of English

MOTION by Lorenzo, supported by Dean to approve the appointment of Sarah Karlis, Faculty, Instructor of English

ROLL CALL VOTE:

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

Nays:

Absent: DeSantis

Motion carried.

8.1.B. – Samuel Ricevuto, Faculty, Instructor/Instructional Designer, NBU

MOTION by Lorenzo, supported by Dean to approve the appointment of Samuel Ricevuto, Faculty, Instructor/Instructional Designer, NBU.

ROLL CALL VOTE:

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

Nays:

Absent: DeSantis

Motion carried.

8.1.C. – Allen Dickenson, Faculty, Instructor/Instructional Designer, NBU

MOTION by Cusumano, supported by Lorenzo to approve the appointment of Allen Dickenson, Faculty, Instructor/Instructional Designer, NBU.

ROLL CALL VOTE:

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

Nays:

Absent: DeSantis

Motion carried.

9.0 AUDIENCE PARTICIPATION (verbal)

Marina Blakely: I have been an adjunct here for about four years and wanted to share my personal story. I earned a PhD in biology at Wayne State University because I wanted to teach biology at a college level. I knew it would be very hard to get a job as a full time instructor, which I did have for a couple years at UDM. But I just love teaching. I really enjoy teaching at Macomb for the last four years; the faculty, the students, everybody has been absolutely wonderful. I make a difference in students' lives. They tell me so. Sadly, I have learned that there is nowhere to go here. My pay raises are very limited when I reach the top step. There is nothing I can do to increase my salary no matter how much effort I put in. I learned that I get paid a lot less than full time faculty for the same exact work and effort that I put in. I have no maternity leave, I have no health insurance, no room to grow, no stability, no benefits. I can barely support my family. I have to work at three different schools at a time. I still love what I do. I just had a baby two months ago and I have had to take the full semester off even though I wanted to be back to work six weeks after the baby. I couldn't sit at home. I don't get that opportunity. I spoke with the dean, explained my situation, but there is nothing that the college can do for me so I am sitting it out this semester. I was disappointed, I want to be back here. You can't just hire anybody off the street to do what we do. We are highly qualified, masters degrees, PhD's in my department and sciences. You can't just hire anybody, but we do need to be compensated fairly for all the time and effort we put into our education and feel like there can be more done for us. We do the same

thing as the full time faculty do. I would love to do more professional development but I don't have time with teaching at so many schools. I want to do it. I want to have incentives to do that. I don't mind being an adjunct. It's been fun teaching at different schools. I have learned a lot. It's okay, for now. But I'd like to continue to do so and I'd like Macomb to treat us adjuncts fairly as far as compensation so we can continue to do our best possible job for our students. I just don't how much longer I'll be able to do it at this pay rate. Thank you very much for listening.

Jeff Wilson: I also teach at South Campus, been teaching there a little over four years. I have a story I would like to share with you from our book here. Just an anonymous story but still something for you to hear. Being adjunct faculty I personally would like to go on to complete my bachelor's degree. Having two associates' degrees already I believe it's around a dozen classes or thereabouts needed to do so. With the current tuition costs it's financially better that I still work my regular day job and teach part-time and not take classes due to the costs associated with completing my bachelor's degree. Any assistance Macomb Community College could offer certainly would be an incentive. My wife and children have also expressed interest in attending Macomb Community College. My wife already has an associate's degree in general studies and is interested in the Graphic Arts program and our son who is currently a sophomore in high school is looking to get his general studies classes completed prior to going on forward with an electrical engineering degree. Our oldest daughter is currently enrolled in Macomb Community College, and with her own young family to take care of, any tuition discounts would be an encouragement to them as well. Being that Macomb Community College is in the higher education business the knowledge and experience learned would directly benefit our community by having more well-rounded and educated citizens. So the moral of the story is if there can be any assistance for the adjunct faculty for education with our family and our children that would be a huge blessing there. Thank you.

Jodi Monday: President of the AAFMCC union, the adjunct union local here at Macomb. I have a little packet here for all of you today. In it is some quotes we have put together, the plight of an adjunct, their stories of our adjunct here. We're going to be posting them to our website and handing them to our members. I have put together for you just a couple of quotes and I encourage you, so far this is series one, and we had in less than a week, 23 people come forward to tell their story. I would encourage you to go to our site and start looking at these stories and see exactly what it's like to be an adjunct here at this college currently. With that being said, some of the voices of our adjunct, for example, these are all quotes from these different stories.

"By refusing to invest in their adjunct faculty the college is refusing to invest in what makes them successful."

"I've been doing this for a long time now, I can no longer work for multiple colleges as I am completely enervated." And then, "I now dedicate my time to Macomb. It is not a living wage and my son and I qualify for Medicaid and other subsidies. I still put in 110% into every lesson because I am a professional. I give my students what they deserve so why doesn't Macomb Community College give their adjunct teachers what they deserve."

Another one is:

"I have foolishly invested in an institution that refuses to invest in me. I have repeatedly been tricked into believing that my hard work and

dedication matters or that at some point, it will matter to the college. I have deceived my students every time I sold them the empty promise of higher education. I have placed my hope in an institution that preys on the hopeful. I have been trapped in a narrative to nowhere.”

And another one:

“The hardest time for me is spring/summer semester. There are not many classes offered, and most of the full-time faculty pick at least two classes to teach. Once I asked a full timer whether they are required to teach during the spring/summer semester. The answer given to me was no. The reason their teaching at that time is because they receive extra money.”

And lastly the one that I would like to share with you before I hand these over to you is:

“I am still an adjunct instructor, barely making a livable wage, having to take on several jobs to make ends meet. I have been taken advantage of by this institution. I go above and beyond for this institution and I teach at last minute notices. I am ready to have this institution acknowledge adjunct faculty in more than a verbal “atta boy” and a pat on the back.”

I would highly suggest that you guys, please, take the time and realize that we are two-thirds of this adjunct, that we are two-thirds of the faculty that have the same certifications and the same degrees as our full time faculty.

10.0 REPORTS OF ADMINISTRATION – INFORMATION ITEMS

10.1 2017-2018 Grant Closeout Report to the Board of Trustees

MOTION by DiMaria, supported by Dean, to receive and file the information report.

ALL IN FAVOR:

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

Nays:

Absent: DeSantis

Motion carried.

10.2 Update on the Purchase of a New Holland Tractor

MOTION by DiMaria, supported by Dean, to receive and file the information report.

ALL IN FAVOR:

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

Nays:

Absent: DeSantis

Motion carried.

10.3 October 17, 2018 Authorization for Purchases

MOTION by DiMaria, supported by Lorenzo, to receive and file the information report.

ALL IN FAVOR:

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

Nays:

Absent: DeSantis

Motion carried.

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS

11.1A Donations – September 30, 2018

MOTION by DiMaria, supported by Viviano, to accept the donations as presented and acknowledged by the Administration.

ALL IN FAVOR:

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

Nays:

Absent: DeSantis

Motion carried.

11.1B Donations – October 31, 2018

MOTION by DiMaria, supported by Viviano, to accept the donations as presented and acknowledged by the Administration.

ALL IN FAVOR:

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

Nays:

Absent: DeSantis

Motion carried.

11.2 Change Orders - none

11.3 Authorization for Purchases

11.3A Network Penetration Security Testing Services

MOTION by Cusumano, supported by DiMaria that the Board of Trustees authorize Administration to enter into a three-year contract, upon the approval of General Counsel, with Illumant, LLC of Palo Alto, CA for network penetration testing services in an amount not to exceed \$103,080.

DISCUSSION: Trustee Dean asked if the high level of this line is with the security. Mr. Mike Zimmerman, CIO, responded we pay somebody to try to infiltrate our systems as a hacker would in an effort to do it before they figure it out. We constantly make changes to our network, we add servers, change configurations, and we always have an outside organization come in and do penetration testing to make sure we have not inadvertently left a door open somewhere. It is also a requirement by the auditing firm every year during our IT controls audit.

Trustee Dean asked about new viruses and bots, etc. that have not been developed yet. Mr. Zimmerman said that the penetration testing itself tries to make sure that no malicious actor can get into our systems undetected and deposit this information or put these things in place. It does not look for those kinds of malware; that is what our firewall takes care of. This makes sure or tries to help ensure that nobody is going to be able to get in and deposit these pieces of malware before they do any damage. Trustee Dean said so it is before the firewall. Mr. Zimmerman said penetration testing actually tests the firewall, it tests the servers behind the firewall from both inside and outside.

ROLL CALL VOTE:

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

Nays:

Absent: DeSantis

Motion carried.

11.3B Workforce Development Department Process Study

MOTION by Viviano, supported by DiMaria that the Board of Trustees authorize the Administration to enter into a contract, upon the approval of General Counsel, with Higher Digital of Tysons, VA for a workforce and corporate education workflow process study in an amount not to exceed \$75,000.

DISCUSSION: Trustee Cusumano asked who was on the RFP review committee that interviewed the consultant teams from the two lowest bidders. Mr. Zimmerman responded that were three members on the RFP review committee: Mr. Zimmerman, Mr. Kevin LaBonty, Director of Information Systems, and Holger Ekanger, WCE Director. Trustee Cusumano asked why the lowest bidder is not getting this bid. Mr. Zimmerman said we have had Campus Works, who was the lowest bidder, do these kinds of studies for us in the past and they have done a fine job. We discovered as we interviewed the consultant from Higher Digital that they had previously worked for Ellucian, the

organization that wrote the software that we tried to put in that made us decide that we needed to do a process study. They have the intimate knowledge that Campus Works does not have. We decided for the slight increase in money, because of the expertise this particular consultant has, and an opportunity to try out a different organization, that is the recommendation we have brought forward. Trustee Cusumano asked about the terms of the contract. Mr. Zimmerman said it is open ended because it is a fixed bid. They have to complete the whole job within a timeframe of about three months.

Trustee Dean asked if this is for putting together coursework and then having it available to the other companies. Mr. Zimmerman explained that the work process for Mr. Ekanger's staff to register and have the corporate clients pay for their students to take classes in their programs is currently a manual process. Several years ago, the college purchased some co-developed software with Ellucian to try to automate those processes. The challenge for Macomb is that many of the processes and functionality built into the software were based on industry best practices, which are not always Macomb's practices. We decided to take a step back and say we really need to have someone else come in and take a look at our process and make sure we can change them to align with the best practices that are written within the software in order to fully automate the process.

ROLL CALL VOTE:

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

Nays:

Absent: DeSantis

Motion carried.

11.3C Supplemental Contract Programming Resources

MOTION by DiMaria, supported by Lorenzo that the Board of Trustees authorize the Administration to enter into a one year contract with ExecuSys of New York, NY, upon the approval of General Counsel, to provide supplemental contract programming resources in a total amount not to exceed \$162,000.

DISCUSSION: Trustee Dean inquired about contracting out the supplemental programming. Mr. Zimmerman explained that the number of systems supported in IT today is much greater than it was 5 years ago. The complexity of these systems and their uniqueness make it hard to have enough internal expertise to support them. The strategy is to bring in outside resources so that we can reduce the dilution of the number of systems that existing staff have to support. They can do a better job with fewer systems. This particular contract is with an organization who understands the existing technology that our business information system is written in, which is Ellucian Colleague. The code set is about 35 years old. These tools have not been taught in over 15 years. There isn't anyone in the marketplace, especially local, that would come to the college and perform these tasks. The people who have this expertise are all retired and working for contract firms at twice the hourly rate. For this particular case, we need this old expertise and we need the expertise for the newer technology as we try to sunset out the old and bring up the new systems. This particular firm and the contract programmer that will be doing the

work has worked for us for many years and she understands both technologies so she is a good fit to help us through the transition. Trustee Dean asked what the timeframe to sunset is. Mr. Zimmerman said it is December 2020.

Trustee Cusumano asked if this is the lowest bid. Mr. Zimmerman said yes. Trustee Cusumano said is this the same individual who has done work for the college before. Mr. Zimmerman said yes, this individual, in that particular contract, was responsible to help us reduce the huge backlog of outstanding requests we receive from different departments. That has been the firm's responsibility over the past 24 months and that contract closes next week.

ROLL CALL VOTE:

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

Nays:

Absent: DeSantis

Motion carried.

11.4 Resolution for Summer Property Tax Levy

MOTION by DiMaria, supported by Lorenzo that the attached resolution for the levy of summer property taxes be adopted as presented.

ROLL CALL VOTE:

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

Nays:

Absent: DeSantis

Motion carried.

12 POLICY ACTIONS

12.1 Amendment to the Board of Trustee Policy on Construction and Renovation Guidelines (Second Reading)

MOTION by Viviano, supported by Dean that the Board of Trustees approve the revised Construction and Renovation Guidelines as presented.

ROLL CALL VOTE:

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

Nays:

Absent: DeSantis

Motion carried.

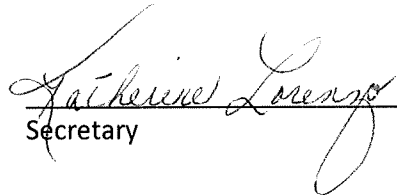
13 ADJOURNMENT

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

Motion carried.

The meeting adjourned at 9:07 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES


Secretary