

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, January 16, 2019 at 6:00 p.m., in K307, of the 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 Lorenzo at 6:05 p.m.

2.0 ROLL CALL

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

Absent:

Also present: James Sawyer, President  
Elizabeth Argiri, Vice President, Business  
Sharon Kowal, Executive Administrative Assistant to the President  
Deborah Mende, Director, President's Office  
Jeffrey Steele, General Counsel, Office of General Counsel  
William Tammone, Provost/Vice President, Learning Unit  
Jill Thomas-Little, Vice President, Student Services  
Casandra Ulbrich, Vice President, College Advancement & Community Relations  
Denise Williams, Vice President, Human Resources  
Michael Zimmerman, CIO

3.0 APPROVAL OF AGENDA

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

Motion carried.

4.0 AUDIENCE PARTICIPATION

None.

5.0 REVIEW OF AGENDA ITEMS AND MATERIAL

Dr. Sawyer comments:

- Congratulations to the board's new officers. Welcome back, Trustee DiMaria and welcome Trustee Flynn.
- Request to go into closed session to discuss labor negotiations and real estate.

- Congratulations to Dr. Casandra Ulbrich the newly selected president of the State Board of Education.
- During the State's lame duck session, we were pleased to receive planning authorization for our capital outlay project. The College will receive \$14.8 million from the State to offset the cost to renovate the Advanced Technology Center on south campus (R, S, T buildings). Representative Steve Marino was helpful in getting the request into the supplemental budget. Credit also goes to our Manager of Government Relations, Nicole McKee. She worked closely with Representative Marino and his staff on this opportunity. The Capital Outlay procedure requires us to complete the planning step, which includes following the competitive bid process for the building design, within two years.
- The startup for winter classes on January 7 went well. As of this morning, enrollment was down 3.6 percent (credit hours). We forecasted a 6 percent decline. Credit goes to our admissions staff who have been working hard contacting students and encouraging them to register. For the most part, enrollment at most of the colleges has been down slightly.
- Last week he was on the Jack Lessenberry Show on AM910. It was a good opportunity to talk about the college and highlight the good work we have been doing.
- We have a committee in the process of reviewing the proposals from several firms that responded to the RFP for a strategic planning consultant. The proposals range from \$30,000 to \$311,000. Our objective is to come to the February Board meeting with a recommendation.
- On tonight's agenda, there is a personnel request to approve Robert Feldmaier as an interim hire for our dean of Engineering and Advanced Technology (EAT). The reason for this is because our current dean of EAT, Joe Petrosky, has resigned. Mr. Petrosky will be taking a position at Oakland Community College as the associate vice chancellor of Academic Affairs. This is a tremendous loss for Macomb. Mr. Petrosky is a great person and has accomplished a lot during his 14 years of service at Macomb.
- Reminder about the Woodward and Bernstein event. If you want to attend please let Ms. Kowal know by the end of the week. We have a waiting list for tickets and want to give others an opportunity to attend.
- Included in your packet is a calendar of events that may be of interest to you.

## 6.0 ISSUE AND UPDATES

### 1. MSPERS/ORS Student Issue Update

Dr. Sawyer stated that the Governor signed the MSPERS bill, Public Act 512. For the College that means there is a cap on our liability related to students and paying for them in the state retirement system. The ORS has asked all of the colleges to provide data to them before the end of January. Ms. Argiri's team is gathering that information and based on the preliminary data, we think our liability is in the \$570,000 range. Remember our initial potential risk liability was in the range of \$45-47 million.

## 2. New Student Convocation Review

Dr. Sawyer said that a couple of months ago, Trustee Dean shared her experience at the Central Michigan convocation ceremony and asked Administration to look into what other colleges do and if this might be something we would do at Macomb.

Ms. Mende provided a review of a possible New Student Convocation at Macomb. (handout)

Dr. Sawyer said in summary, that because we have such a different student profile from four-year universities, what would be the draw for students to attend this event. Many of the things, from the position of a convocation, are the same things we have during the College's Welcome Week. Welcome Week is held on both campuses on the first two days of each semester. It is an introduction to the students to the College and the various services and support systems available to them. For example, they can learn about student organizations and about the resources available to them by different departments, talk to our University partners and enjoy several fun activities put on by Student Life and Leadership. We think Welcome Week is more effective because it is held on multiple days, the students are already on campus and do not have to make a separate trip to learn this information.

Trustee Flynn asked how the students learn about Welcome Week. Ms. Thomas-Little said that in the fall it takes place outside (weather permitting) in a very prominent location on campus, so students see it on their way to class. In the winter, due to the weather, the event is held in the Student Centers. Trustee Cusumano asked if there are any metrics on the rate of participation. Ms. Thomas-Little said no, other than how much food and giveaways are left. Trustee Cusumano asked if attendance is mandatory. Ms. Mende said that it is part of the campus life. Trustee Cusumano asked if it extends into the evening classes. Ms. Thomas-Little said it runs on Monday and Tuesday, from 10 a.m. to 2 p.m. We have tried extending it for more days and into the evening, but the amount of participation is not there. Trustee Cusumano asked if there was a lot of participation. Dr. Sawyer responded that it is one of the most attended student events on campus.

Trustee Cusumano asked if there was a fiscal impact of the 3.6 percent enrollment decline. Dr. Sawyer said that each percent is approximately \$400,000. Ms. Argiri added that we projected a 6 percent decline in the budget, so it is in the budget.

## 3. Board Policy Review

Dr. Sawyer said the plan for reviewing the policies is to have Mr. Steele present them to the board in the information session to provide the opportunity to discuss them, review the changes and if there is agreement bring them to the next board meeting for a first reading. Mr. Steele stated that he has reviewed all of the policies and has recommendations for changes. He will present them periodically to the board.

Board Policy Review - Continued

Mr. Steele stated the four policies for tonight's review do not have many substantive changes.

College Grants Policy: All changes are clean up.

Security Guidelines Policy: Most changes are clean-up and titles updated.

Freedom of Information Policy: Title change and updates for consistency with current laws.

College Rules and Regulations: Need to review the policy regularly because this is the general rules of the College and our students and faculty reference it frequently. Updated the section on drugs due to the recent legalization of marijuana and added a separate section to clarify that marijuana continues to be prohibited on campus. Mr. Steele noted that he would re-phrase the section to make it clear that smoking marijuana was prohibited everywhere on campus, including vehicles and designated smoking areas. He also added language to address vaping.

Trustee Lorenzo asked about the Alcoholic Beverages section regarding the possession of unopened alcohol. Mr. Steele will review that policy and provide an answer in February.

Trustee Cusumano asked if there was any prevailing ordinances that override the college's rules and regulations. Mr. Steele responded it is contained within the Rules and Regulations that the college has the responsibility to enforce these rules and regulations as well as applicable federal, state and local laws, statues and ordinances.

Trustee Cusumano inquired if the board has an interest in revisiting the policy of CPL's on campus. After general discussion, Trustee Cusumano stated if there is not consensus among the board then we should leave the policy as it is and revisit it periodically. The board agreed to that approach.

4. IT Update

Mike Zimmerman provided an IT update, specifically on agenda items:

11.3A Macomb Public Websites Hosting Services Renewal

Questions:

Trustee Cusumano asked if they looked at the option of a longer contract. Mr. Zimmerman stated the prices of internet bandwidth are dropping very quickly. We do not want to be locked into a rate when in three years we could get more bandwidth at a lower rate.

Trustee Dean asked if any information is pushed into the Macomb.edu website or is it for viewing only. Mr. Zimmerman said it is a self-service website. Dr. Ulbrich added that we do not use the Macomb.edu website to collect information.

11.3B Microsoft Sharepoint and MyMacomb Managed Services

Questions:

Trustee Dean asked if they would be moving all 28 servers. Mr. Zimmerman said the hardware would stay onsite.

11.3C Replacement Storage Area Network (SAN)

Questions:

Trustee Cusumano asked what the anticipated service life is for the new solid-state component. Mr. Zimmerman stated typically critical IT components like this are set at five years. Our plan is to replace them in five years, but if in five years they are still working fine and have not run out of space, we will run them as long as we possibly can. Trustee Cusumano asked if the new units are expandable. Mr. Zimmerman responded yes.

Trustee Flynn asked how large the IT staff is. Mr. Zimmerman said he has 37 employees in the IT department. Trustee Flynn asked where they are located. He said they are located across both campuses, with the largest contingent at the MAC.

7.0 Closed Session

MOTION by Haase supported by DiMaria to move into Closed Session for the purposes of labor negotiations and real estate discussions.

ROLL CALL VOTE:

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

Nays:

Absent:

RECESS

The meeting recessed at 7:15 p.m.

RECONVENE

The meeting reconvened at 7:33 p.m.

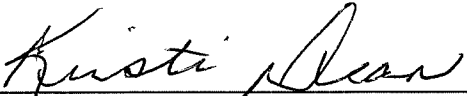
8.0 ADJOURNMENT

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

Motion carried.

The meeting adjourned at

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES

  
Secretary