

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, September 18, 2019 at 6:00 p.m., in Room K307 of the John Lewis Student Community Center, South Campus, 14500 E. Twelve Mile Road, Warren, Michigan.

1.0 CALL TO ORDER

The meeting was called to order by Chairperson Lorenzo at 6:00 p.m.

2.0 ROLL CALL

Present: Katherine Lorenzo, Chairperson  
Frank Cusumano, Vice Chairperson  
Kristi Dean, Secretary  
Roseanne DiMaria, Treasurer  
Joan Flynn, Trustee  
Shelley Vitale, Trustee

Absent: Vincent Viviano, Trustee

Also present: James Sawyer, President  
Elizabeth Argiri, Vice President, Business  
Sharon Kowal, Assistant to the President  
James Matheney, Chief of Police  
Deborah Mende, Director, President's Office  
Donald Ritzenhein, Provost/Vice President, Learning Unit  
Jeffrey Steele, General Counsel, Office of General Counsel  
William Simonson, Director of Administrative Services, Facilities and Operations  
Denise Williams, Vice President, Human Resources  
Michael Zimmerman, CIO

3.0 APPROVAL OF AGENDA

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

Motion carried.

4.0 AUDIENCE PARTICIPATION

None.

5.0 REVIEW OF AGENDA ITEMS AND MATERIAL

Dr. Sawyer's Updates:

Closed Session: Update on personnel issue. The person involved asked for confidentiality.

Enrollment: On Monday, September 16, credit hours were down 0.8 percent. This is much better than the three percent we had forecasted. We are attributing that to the good work of our Admissions staff, the implementation of the student payment plan and improving online classes by expanding our offerings and addressing the wait list. Head count is down 3.5 percent.

Trustee Dean asked if any particular programs are seeing an influx of students or is it across the board. Dr. Sawyer said it varies; he cannot point to any one program and see a specific increase in enrollment. The health programs max out because they are selective admissions so the demand is spread across the board.

Vice President Opening: President's Council interviewed the four finalists. He is following up with them for discussion. A recommendation will be made at the October Board meeting.

Strategic Plan 2025: Thank you for your participation in the strategic planning sessions. The draft statements of the Mission and Vision are going to be shared with the college community with solicitation for feedback.

Thank you to those trustees who were able to attend the Future Summit on August 23. It went very well. Using the feedback we received from students, faculty, staff and the community through the SWOT analysis (strengths, weaknesses, opportunities, threats) four topics rose to the top. A speaker presented on each topic:

- 1) Creating a Cultural of Change
- 2) Aligning Education and Employers for Long-term Success
- 3) Fostering an Inclusive Environment that Embraces Diversity
- 4) Maintaining the Personal Touch in a High-Tech Learning Environment

We followed the presentations with breakout sessions giving people a chance to provide input on those areas. He received positive feedback from internal and external people. Kevin David, from CampusWorks, who has been involved in summits at many places, said this is the best one he has ever seen. Dr. Sawyer appreciates the trustee's involvement and thinks that it helps make these plans successful.

The next event is the follow up for the business community on Wednesday, October 23, 2019. The Business & Community Gallery Session is designed specifically for the external community and we encourage you to attend. Currently we have between 20 and 25 people who have registered.

Local Strategic Value Report (Agenda Item 11.5): In order for the college to be eligible for performance funding, we need to complete the Local Strategic Value Report. We need to demonstrate compliance with four of the five standards in each of the three categories. Meeting the standards in each category has not been an issue but the report is an annual requirement by the State as part of Public Act 265. Once the board approves the report it is submitted to the State to continue our eligibility for performance funding.

Testimony in Lansing before the House Education Committee: The State of Representatives Education Committee asked for testimony on the Michigan New Jobs Training Program (MNJTP). The MNJTP is the State program that enables employers to withhold payroll taxes and use that money to pay for training for new employees. It is a very good program. The problem is the

statewide \$50 million cap that we continuously bump into. The MCCA has tried to raise that cap unsuccessfully over the last several years. Representative Diane Farrington, our representative in Utica, proposed a bill to the Education Committee that would increase the cap. Patrick Rouse, our director of workforce education in the engineering and advanced technology area, asked two employers to testify with him in Lansing. Their testimony was well received. The Education Committee is well represented with members from Macomb County; Pam Hornberger (chair), Lori Stone and Bill Sowerby. Mr. Rouse did a nice job testifying. We also appreciate the employers, who took time out of their busy schedules and testified. The bill is at the committee level so we will see if it continues through the process.

Staff Events: Two nice events for employees and their families happened recently. The college hosted a baseball game at Jimmy John's on August 23. A couple hundred people attended. The unions hosted the employee picnic on September 7 at center campus. About a hundred people enjoyed the activities.

Kavan's: Last month we deferred celebrating the beginning of the new academic year, so after tonight's meeting we hope you can join us at Kavan's.

## 6.0 ISSUE AND UPDATES

### 1. IT Update – M. Zimmerman

Dr. Sawyer said we have committed to give the board periodic updates on IT. There are a number of IT purchases on the agenda, making this is a great opportunity for Mr. Zimmerman to provide an update and answer any questions.

Presentation by M. Zimmerman.

### 2. Health Care Recommendation

Dr. Sawyer said every year we present the board with our recommendation on the plan for employee health care benefits, in terms of the 80/20 or the hard cap option.

Ms. Williams gave a brief summary.

- In 2011 the State required all public sector entities to have their boards elect whether they were going to use the hard cap or 80/20 methodology.
  - The Hard Cap option limits how much a public sector employer pays for healthcare. The State provides the college an annual amount we can spend to pay for medical plans – the hard cap. If the hard cap amount does not cover the cost of the plan, the employee pays the amount over and above the hard cap amount.
  - 80/20 means the employee pays 20 percent of the plan premium and the college pays 80 percent.
- Per the direction of the board, the college's Healthcare Coalition has been working for several years to keep the cost of the health plans in a place where we are able to continue to recommend the hard cap methodology.
- This year we recommend the board approve the hard cap methodology, which limits how much we pay for single, two person and family plans. The employee has to pay over and above, in those instances, where their healthcare costs exceed the hard cap amount.

### 3. Tuition Rate of Early College and Dual Enrollment

Dr. Sawyer said that we have a very successful Early College Program with the Macomb Intermediate School District. Recently, additional districts have been inquiring about the program. We currently have an agreement in place with Dryden. We are working with and close to an agreement with Lapeer. We are also in talks with Grosse Pointe and anticipate an agreement with them.

Dr. Sawyer continued by saying the topic we often talk about when discussing Early College students that live outside of the county, is the tuition rate and what can we do about it. Our in-county tuition rate is \$102 per credit hour while our out-of-county rate is \$190 per credit hour. The Administration sees advantages for the college to charge a lower tuition rate to our out-of-county Early College students. The college has an affiliate tuition rate. The affiliate rate is for students that fall outside of an established community college district, such as portions of Anchor Bay, Richmond, Armada, Romeo and some school districts in southern Lapeer County.

Dr. Sawyer said we recommend revising the Residency Policy to create an additional tuition rate category for Early College similar to the affiliate rate in the policy. Our rationale is that Early College students are going to be attending here for a while and many of them will earn close to 60 credits. There will be a steady stream of out-of-county students and if our tuition rate is lower that increases the potential of having more of those students attend Macomb.

Discussion followed. The board agreed to revise the Residency Policy to include a tuition rate category for Early College students that is similar to the affiliate rate.

Dr. Sawyer said in addition to the Early College request we are recommending a revision to the Residency Policy on the way dual enrollment students are billed. Dual Enrollment students are high school students who take classes at Macomb while attending their high school. They are not part of the Early College program. We have situations where a student resides in Wayne County but attends high school in the Eastpointe district and then comes to Macomb as a Dual Enrollment student; technically, they would be charged the out-of-county rate. We have an existing model that parallels this situation called sponsored billing. Sponsored billing is third party assistance or when a company helps pay for an employee's tuition. If a company is located in Macomb County and their employee lives in another county, the company or third party pays the in-county tuition rate. Ms. Argiri said the school district and/or the state is paying for a portion of the dual enrolled student's tuition bill so that is why it fits nicely in the sponsored billing rate. The sponsored billing rate is the same as the in-county rate of \$102 per credit hour.

Dr. Sawyer said we recommend revising the Residency Policy and adding Dual Enrollment students to the Sponsored Student section of the policy.

Discussion followed and the board supported revising the Residency Policy to add Dual Enrollment students to the sponsored student section of the policy.

Dr. Sawyer said the revised Residency Policy would be presented to the board in October for a first reading.

#### 4. SK Renovation

Dr. Sawyer said Mr. Bill Simonson did a good job putting together the information for the SK building renovation and we were able to include it in the board packet. Given the significance of the project, we have asked Mr. Simonson to give an update.

Mr. Simonson presented an update on the renovation of south campus K building.

Questions:

- Trustee Dean asked if there are any classrooms in the building
- Mr. Simonson said there are not, but it is still considered a student occupied building therefore it still falls under the state jurisdiction for code requirements.
  
- Trustee Cusumano asked if any of the funds will come from the State or are all of the funds coming from operations.
- Ms. Argiri said the plant fund and capital fund will be used. No State funds.
  
- Trustee Cusumano asked if the power goes out in the building and the police generator goes on will the cameras still work.
- M. Zimmerman said no, the cameras plug into the college's network but not all of the closets have a generator. The closets do have a UPS (uninterruptable power supply) which provides battery power to the stack for a period. If power goes out in that building the cameras will go down.
  
- Trustee Cusumano asked if there will be boilers in this building.
- Mr. Simonson said there will be boilers, we will still be using hot water heat and steam but that is generated in our central plants.

#### 5. Policy Revision

Mr. Steele said that over the last year ten to twelve policies have been brought to the board's attention. After the board's input, those policies went through a first and second reading and have been changed. He has reviewed another twenty policies that are fine as is, those are primarily Business and Human Resources policies.

Mr. Steele was planning to bring the Intellectual Property policy to their attention tonight, but the more he looked at it the more changes he made. He decided to take some more time to work on it and bring it to the board in October. The Intellectual Property policy has to do with who owns the right to an invention or work created on company time.

Over the next year, Mr. Steele will be bringing two batches of policies to the board. One is a patchwork of diseases, AIDS, bloodborne pathogens, etc. that he is considering combining under one communicable disease policy. The other group of policies are the civil rights, harassment, Title IX, civil rights complaint procedure and disciplinary policies. He is waiting until the Department of Education issues the new regulations, but his goal, once those regulations are known, are to make an entire suite of policies that work together in a manner consistent with the new Department of Education regulations. Some of our policies are dated but we can operate under them. It will be better for us to recreate the wheel when we know our new obligations.

Trustee Cusumano said there have been a series of decisions in the federal courts about certain due process considerations, are we going to be able to make changes. He does not want to see the college in the position where an accused does not have a hearing with the right of confrontation component and the college faces a lawsuit for a civil rights violation or due process violation. Mr. Steele said he is closely following those opinions and will make sure that when we confront a Title IX investigation or potential discipline that we make sure we comply with what the courts say our current obligations are. Our current policy sets the floor and we would go above that floor as the court so requires.

7.0 Closed Session

MOTION by Cusumano supported by DiMaria to move into closed session for the purposes of discussion of a personnel issue in the Public Service Institute and the employee has requested confidentiality.

ROLL CALL VOTE:

Ayes: Cusumano, DiMaria, Dean, Flynn, Vitale, Lorenzo

Nays:

Absent: Viviano

RECESS

The meeting recessed at 7:27 p.m.

RECONVENE

The meeting reconvened at 7:32 p.m.

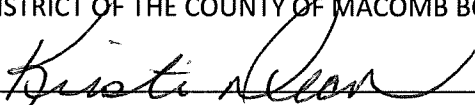
8.0 ADJOURNMENT

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

Motion carried.

The meeting adjourned at 7:27 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES

  
Secretary