

APPROVED MINUTES OF A 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, February 17, 2021 at 6:00 p.m., electronically through GoToMeeting in order to maintain safe distancing practices and to avoid the occurrence of a large gathering.

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, Clinton Township, Chairperson  
Frank Cusumano, Macomb Township, Vice Chairperson  
Kristi Dean, Shelby Township, Secretary  
Roseanne DiMaria, Eastpointe, Treasurer  
Joan Flynn, Warren, Trustee  
Shelley Vitale, Macomb Township, Trustee  
Vincent Viviano, Shelby Township, Trustee

Absent:

None

Also present:

James Sawyer, President  
Sharon Kowal, Assistant to the President  
Jeffrey Steele, General Counsel

3.0 [APPROVAL OF AGENDA](#)

MOTION by Viviano, supported by Flynn, to approve the agenda as presented.

ROLL CALL VOTE:

AYES: Viviano, Flynn, Cusumano, Dean, DiMaria, Vitale, Lorenzo

NAYS:

MOTION CARRIED.

4.0 APPROVAL OF MINUTES

4.1 Special Meeting, January 18, 2021

4.2 Organizational Meeting, January 20, 2021

4.3 Regular Meeting, January 20, 2021

MOTION BY Cusumano, supported by DiMaria, to approve the minutes of the January 18, 2021 special meeting, January 20, 2021 organizational meeting and the January 20, 2021 regular meeting, as read.

ROLL CALL VOTE:

AYES: Cusumano, DiMaria, Dean, Flynn, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

5.0 BOARD OF TRUSTEES REPORTS/PROPOSALS

5.1 Board of Trustees Reports (verbal)

Trustee Flynn reported on the ACCT National Legislative Summit she attended last week. It was three days, Monday – Wednesday. It started at 10:30 a.m. and ran until 5:30 p.m., with a network reception in the evening that she did not participate in. There were 870 registered for the conference. Dr. Noah Brown, President of the Association was pleased with the attendance.

Trustee Flynn said on the second day, First Lady, Dr. Jill Biden, spoke. The President and the First Lady will give full support to education. The conference speakers were many. They hit on higher education, student loans, more money needed, CARES Act, increased Pell grants with more flexibility, enable the Dream Act, more job training programs needed, and ending taxation of Pell grants, certificate hours reduced. The basic needs support mentioned were recovery act, childcare needs, transportation support, mental health, hunger, small grants for emergencies, college affordability act and internships with pay and workforce training.

Trustee Flynn said there were classes about infrastructure needs, work more with private companies who have their own programs, grants for their programs, broadband needed all over, no student should be denied an education or lack of a computer.

Trustee Flynn said U.S. Representative Nancy Pelosi mentioned \$37 billion for education, for all of the country. They praised the community college trustees, they said this is where it starts, for getting that degree, at the community college. Strengthen the rural community colleges, tribal areas, North Dakota and Kentucky Hills.

Trustee Flynn continued saying President Sawyer introduced U.S. Representative Andy Levin, Vice Chair of the Education and Labor Committee. He talked about his support for education. Always spoke highly of Macomb Community College, good work they do and will give support for all bills pertaining to education. She attended all the sessions and presenters were all well-spoken and knowledgeable. It was worth her time and she was well informed. The next conference is in July on Zoom, three half day sessions.

Trustee Flynn also joined with Chair Lorenzo and President Sawyer to hear from U.S. Senator Debbie Stabenow and U.S. Senator Gary Peters. There were about 60 trustees and college presidents in attendance. Senator Stabenow was busy, so she didn't attend, but Robert Curis, a member of her staff, spoke for her. She is a senior member of the senate, she chairs the agriculture committee and services many others. They talked about housing, parking, broadband is a necessary tool, worried about some colleges that can't afford to pay for technical assistance, short term programs for certificates, more flexibility for Pell grants, and more job focus. Senator Gary Peters was in person from his office in Washington and he is chair of the Homeland Security and Government Affairs committee. Getting the pandemic under control, speed up vaccines, boost security, restore postal service, believes in the mission that higher education starts at the community college, they need more career trades, flexibility on grant programs, more apprenticeship opportunities for skilled trades, will always stand with education.

Trustee Flynn said those were some of the highlights, there was much more, but it is better to hear from the speakers yourself. Thanks to Ms. Kowal she had no trouble with the computer, and thanks for the pin she was sent last month

Chair Lorenzo thanked Trustee Flynn for her comprehensive report. Chair Lorenzo attended a webinar that was given by the president of The National Association of Parliamentarians and it focused on the revisions to Robert's Rules that took place in September 2020. She has a few notes she'd be happy to share, just let her know. The changes do not affect small boards like us. Trustee Cusumano asked Chair Lorenzo if Robert's Rules, is now in its 11<sup>th</sup> edition? Chair Lorenzo said yes.

## 5.2 [Alterations to 2021 Calendar of Meetings](#)

MOTION by Flynn, supported by Cusumano, that the Board of Trustees acknowledge the changes to the 2021 Calendar of Meetings; the cancellation of the February 17, 2021 and March 17, 2021 information sessions; the change in the time and location of the February 17, 2021 and March 17, 2021 regular meeting to 6:00 p.m. and held electronically.

ROLL CALL VOTE:

AYES: Flynn, Cusumano, Dean, DiMaria, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

## 6.0 [PRESIDENT'S REPORT](#) (verbal)

Dr. Sawyer's remarks:

Virtual Board Meetings: Dr. Sawyer said this is our tenth virtual meeting. The March meeting will be virtual as well. At this point, the legislation for virtual meetings is allowed until the end of March 2021. We will continue to monitor that legislation for any changes.

Closed Session: Dr. Sawyer reminded the board that he will be requesting the meeting move into closed session for the purpose of discussing strategy connected with the negotiation of collective bargaining agreements involving the college. He will make the request after agenda item 12.1.

Enrollment Update: Dr. Sawyer said enrollment of winter credit hours is down 8.2 percent. That is much better than the forecast in the revised budget, so financially we are in a good position.

Information Items: Dr. Sawyer said there are two information items – one is CARES Act for a texting system. Texting is something we have been looking to do for quite some time at the college. The second item is an update on the media purchases for the winter term.

Capital Outlay – Advanced Technology Center: Dr. Sawyer said the State of Michigan requires the budget for our capital outlay project to be presented to our board of trustees for approval. Administration plans to bring it to the board for approval at the March meeting.

Dr. Sawyer said plans for the renovation are underway, including the search for facilities to relocate those programs for the duration of the two-year project. When that is finalized, we will present that to the board for approval.

Food Service Contract: Dr. Sawyer said the college's food service contract expires on June 30, 2021. Administration has decided to follow the process we used a few years ago with the cleaning contract. We have engaged a consultant to help us evaluate the proposals that we will receive in response to our RFP. Work on the RFP is underway now. We have a wide variety of stakeholders from around the college involved in the process. The consultant has been interviewing those stakeholders for feedback that will help shape the RFP. It will be a few months before we bring the recommendation for food services to the board, but he wanted them to know the process we are following.

Governor's Budget Proposal: Dr. Sawyer said the governor released her budget proposal last Thursday. She is proposing a one-time 2 percent increase for operations. While that is encouraging, we prefer to see that rolled in as part of the budget as opposed to one-time funding. She introduced tuition restraint language of 4.2 percent, meaning her proposal allows for tuition increases up to 4.2 percent. Although, we are disappointed the operational 2 percent wasn't rolled into the budget, the governor has been supportive of community colleges with the Futures for Frontliners and Michigan Reconnect programs. We certainly appreciate that.

Futures for Frontliners (F4F) Update: Dr. Sawyer said we have 1,651 students who are registered for this winter term. All F4F students have to register by December 2021. He anticipates we will have additional students registering in the summer and fall. It has been a very positive program thus far.

MI Reconnect: Dr. Sawyer said on February 2 the governor formally announced the MI Reconnect program. This is a last dollar scholarship, similar to F4F, that provides free in-district tuition to students who are 25 years or older with no college degree. Hopefully this program will encourage some of the 700,000 students in SE Michigan with some college and no credentials to return to college. This will have an impact on some of our current students who fit within that category. This is a way for them to get their in-district tuition paid for, which is fantastic. We have 453 students who have been processed through Financial Aid that are eligible for an award and we continue to get inquiries, which is good. Those students won't be registering right away because we are in-between terms. We are optimistic this program is going to have a positive impact on enrollment and more importantly it is a great program to get students back to college by helping them overcome the cost barrier of in-district tuition.

Federal Funds (HEERF II) Update: Dr. Sawyer said the college is receiving additional federal support through the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA), that was signed into law on December 27, 2020. CRRSAA provides the second authorization of Higher Education Emergency Relief Funding – HEERF II. The college will receive \$16 million in institutional funds and \$4.8 million for student aid grants that we intend to use to help offset the cost of tuition to students including the proposed increase. It is possible we can use part of the \$16 million to support students as well, but those decisions are a long way off. You will recall we did a great job with the CARES Act funding, using that money very strategically to help offset the expenses the college was absorbing to transition to a remote learning environment, to help offset some of our lost charges and to support students. Ms. Argiri is engaged and staying on top of the rules associated with this and he has no doubt we will make very effective use of this money. We feel fortunate to be receiving it during this time. We will continue to monitor the guidance closely and make decisions based on that guidance.

American Community College Trustees National Legislative Summit: Dr. Sawyer said as Trustee Flynn shared, along with Nicole McKee, they attended the ACCT National Legislative Summit. He echo's Trustee Flynn's comments that it was a great conference. The speakers were outstanding and very informative. To build on what Trustee Flynn reported earlier, the Biden Administration is very positive for community colleges. Their proposals are favorable for us, it is just a matter of what makes it through the legislative process. It is encouraging to have that support in the executive branch, at a minimum, and the house may be supportive as well.

Dr. Sawyer said Congressman Levin spoke, he did a great job. He is very familiar with Macomb and community colleges and our workforce training mission. As part of his past, he led a state program called No Worker Left Behind. Congressman Levin was able to speak in detail on the value that community colleges create for society, for education and training and preparing a workforce. The Summit was very positive, and he agrees with Trustee Flynn it is time well spent.

Achieving the Dream Conference (AtD): Dr. Sawyer said there are 18 staff members currently participating in the Achieving the Dream Conference. Macomb is an AtD leader college. AtD is a group focused on student success with an emphasis on equity and inclusion. The sessions have been great thus far. Obviously, it is a virtual conference, but that has not taken away from the quality of the speakers at all. This is a great professional development training opportunity for our staff. If it was on site, we wouldn't be able to have 18 people participate just from a cost perspective.

Tuition Rate for 2021/2022: Dr. Sawyer said on tonight's agenda, is item 7.3B, our final tuition recommendation to the board. We are requesting a \$2 increase to the in-district tuition rate. He informed the board that last evening the Oakland Community College board of trustees approved a 2 percent increase. We are early in the process and many colleges aren't at the stage of determining tuition, but Ms. Argiri learned from her counterparts that Muskegon is looking at a 3 percent increase and Lansing a 2.7 percent increase. He wanted to share that as reference to the board. To reaffirm what he said earlier, we see the HEERF funding as an opportunity to help offset that proposed tuition increase. The current guidance allows that and provided that continues to be the case, that is what we will do, and students will not be impacted by that increase this year.

Questions:

Trustee Cusumano: In reference to the food service contract, how do we negotiate these contracts without knowing exactly what our requirements are going to be with the imponderable of where the pandemic is going to go or abate? Do we have escape clauses in some of these contracts? Dr. Sawyer responded one of the reasons we have engaged a consultant is to help us develop the RFP to get a more accurate idea of the costs. The concern with the pandemic and when we start is certainly something to take into account. We will have to see how that is reflected in the bids we receive. As of this moment, our objective is to increase the number of on ground classes in the fall but that is subject to change based on guidance from the CDC and/or the Michigan Health Dept. As we make plans to introduce more on ground classes, things like food service will have to be reintroduced, but to your point, it might be at a lesser volume. There are many unknowns in the near term.

Trustee Cusumano said it seems to be up in the air what our anticipated needs will be and whether the shifting sands can be predicted in a contract negotiation setting. His concern is if it is a fixed contract to provide services without being tied to demand, it seems that we would be expending money without much value to the students or to the institution. Ms. Argiri said the last time we put these contracts out for bid was 2010. At that time, she promised the board that after the contracts were renewed in 2015, that they would be put out for bid. We are holding to that promise and putting an RFP out for bid this year. We are utilizing the services of a consultant to help us look at innovative options and best delivery for the college and our stakeholders, including students, faculty and staff. As we look to the fall semester, we are hoping to ramp back up to some degree, but also look for the flexibility that we currently have with our existing contract. We currently have three contracts for food service, 1) dining options (student, dining, retail, concessions and catering), 2) cold beverage vending and 3) hot beverage and snack vending. We will be looking at providers for all three contracts. There is a possible consolidation of some of the contracts depending on the proposals that we receive. We will absolutely be looking for flexibility like we have now under the managed services concept. We pay a management fee, but if we are not utilizing the labor resources, we are not tied to that expense. As we look to provide innovative solutions for the future, we will also be looking for the flexibility that we have now and not to constrain the college to ongoing expenses when the usage is not there.

## 7.0 FINANCIAL REPORTS

### 7.1 Financial Statements – January 31, 2021

MOTION by Viviano, supported by Flynn, to receive and file the financial statements for the seven months ended January 31, 2021.

ROLL CALL VOTE:

AYES: Viviano, Flynn, Cusumano, Dean, DiMaria, Vitale, Lorenzo

NAYS:

MOTION CARRIED.

7.2 [Investment Report – January 31, 2021](#)

MOTION by DiMaria, supported by Flynn, to receive and file the investment report of securities held as of January 31, 2021.

ROLL CALL VOTE:

AYES: DiMaria, Flynn, Dean, Vitale, Viviano, Lorenzo

NAYS: Cusumano

MOTION CARRIED.

7.3 [Financial Report and Analyses](#)

7.3A [Single Audit Report – Year Ended June 30, 2020](#)

MOTION by DiMaria, supported by Cusumano, to receive and file the Single Audit Report for the year ended June 30, 2020.

ROLL CALL VOTE:

AYES: DiMaria, Cusumano, Dean, Flynn, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

7.3B [General Fund Planning and Tuition Rates for 2021/2022](#)

MOTION by Flynn, supported by DiMaria, that the Board of Trustees adopt the in-district, out-of-district, out-of-state/foreign, affiliate and variable tuition rates for the 2021/2022 academic year as presented.

	<u>Current</u>	<u>Proposed</u>
In-District Rate	\$102.00	\$104.00
Out-of-District Rate	190.00	194.00
Out of State/Foreign	242.00	247.00
Affiliate*	130.00	133.00
Variable (minimum contract)^	102.00	104.00

\*Applies to students living in specific communities that are not served by a community college.

^Applies to agreements with third parties whom pay tuition on behalf of the student.

DISCUSSION: Trustee Cusumano asked what is the gross revenue expected to be brought in by the \$2 increase? Ms. Argiri responded that we anticipate the \$2 increase will generate \$835,000 in revenue. The overall projected increase for tuition and fees for the coming fiscal year, is almost \$5.8 million, of that, \$800,000 is related to the 2 percent increase in tuition rate. The remainder of the increase is based on an expected 10 percent increase in enrollment for the fall, winter and summer semesters.

Trustee Cusumano asked what would happen if we approved something less, 50 percent of the increase, 1 percent? He understands from Dr. Sawyer’s previous presentation that we would have to make cuts in that event to programming and classes? Dr. Sawyer responded that is correct, we are not in a position tonight to tell you exactly what those would be. It would take a lot of

thoughtful analysis to make that determination. This is the amount we believe we need to continue to do the important work we are doing now.

Trustee Cusumano made the motion to amend the motion to a 1 percent increase versus the 2 percent that is being asked. Chair Lorenzo asked if there is support for amending the motion? There was no support for the motion.

Chair Lorenzo said part of the responsibility of a trustee is to have responsible stewardship of the college itself as well as of our students. We have certainly done a great job of providing financial support to our students and she is happy to be a guardian of the college as well.

ROLL CALL VOTE:

AYES: Flynn, DiMaria, Vitale, Viviano, Lorenzo

NAYS: Cusumano, Dean

MOTION CARRIED.

8.0 [AUDIENCE PARTICIPATION \(verbal\)](#)

None.

9.0 [PERSONNEL REPORTS](#)

None.

10.0 [REPORTS OF ADMINISTRATION – INFORMATION ITEMS](#)

10.1 [CARES Act Funding – IT Purchases Mongoose Cadence, Higher Education Texting Platform](#)

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

ROLL CALL VOTE:

AYES: DiMaria, Cusumano, Dean, Flynn, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

10.2 [Update on Media Buying and Placement Services](#)

MOTION by DiMaria, supported by Viviano, to receive and file the information reports.

ROLL CALL VOTE:

AYES: DiMaria, Viviano, Cusumano, Dean, Flynn, Vitale, Lorenzo

NAYS:

MOTION CARRIED.



11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS

11.1 Donations – January 31, 2021

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

ROLL CALL VOTE:

AYES: DiMaria, Flynn, Dean, Vitale, Viviano, Lorenzo

NAYS: Cusumano

MOTION CARRIED.

11.2 Change Orders (None)

11.3 Authorization for Purchases

11.3A Perkins Grant Fund – Virtual Instructional Design Services

MOTION by DiMaria, supported by Flynn, that the Board of Trustees authorize the Administration to enter into a contract, upon the approval of General Counsel, with Teaching for Lifelong Change of Troy, MI to provide professional consulting services in the amount of \$88,000 from the Perkins grant fund for virtual instructional design services.

ROLL CALL VOTE:

AYES: DiMaria, Flynn, Cusumano, Dean, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

11.3B Lobbyist Firm Contract – Government Consultant Services, Inc.

MOTION by Flynn, supported by DiMaria, that the Board of Trustees approve the professional services contract with Government Consultant Services Inc., subject to the approval of General Counsel, for two years beginning in March 2021 in an amount not to exceed \$84,000.

DISCUSSION: Trustee Viviano asked if GCSI is the company we currently use? Dr. Sawyer said that is correct. GCSI has done an outstanding job this year. We started with a one-year agreement to evaluate their services and determine if there was value for us. It's clear through our experience with them over the past year, that this relationship has been very valuable. Trustee Viviano said yes, they are a very good company, we use them at the County, what did we pay them for the one year? Dr. Sawyer said \$42,000, and they kept the same price for the next two years.

Trustee Cusumano said he has had discussions in the past regarding the only check that most trustees have, which are novices of certain fields, is that the purchasing policy is being adhered to. Are there any other lobbyist firms that have been explored or developed a competitive bidding process with this particular vendor or are they only the game in town, in the opinion of the administration? Dr. Sawyer said no, they are not the only game in town. Last year, we did a very thorough process of interviewing several lobbyist firms in Lansing. He would argue this is much more about relationship building and their

effectiveness than it is just looking at the lowest price. This is a great example of you get what you pay for. Those of us that interviewed the different lobbyist firms, and there were several very good firms, we were most satisfied with GCSI. As we talked to their existing client base, they came highly recommended. To be blunt, he does not know if we would have had the capital outlay project approved, if we did not have the relationship with GCSI. They played a pivotal role at a very pivotal time and frankly we couldn't have done it on our own. They have made a number of connections for us, i.e., the House Speaker and the Senate Majority Leader, people we wouldn't have access to on our own. GCSI is able to make those entrées for us. Trustee Cusumano asked if there was a reason why are we not doing a contract for four or five years? Dr. Sawyer said two years seems fair to continue to make sure we are satisfied with the services we are provided. It's acceptable to them and the fact they didn't raise their price was positive as well.

ROLL CALL VOTE:

AYES: Flynn, DiMaria, Cusumano, Dean, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

## 12.0 POLICY ACTIONS

### 12.1 [Revocation of the Student Discipline, Civil Rights Complaint Procedure, Equal Opportunity/Affirmative Action, and Unlawful Harassment Policies](#)

MOTION by DiMaria, supported by Flynn, that the Board of Trustees revoke the Student Discipline, Civil Rights Complaint Procedure, Equal Opportunity/Affirmative Action, and Unlawful Harassment policies.

DISCUSSION: Trustee Cusumano asked Mr. Steele what the difference is between revocation and rescission? Is there any distinction without a difference or is there some meaning to the different terminology? Mr. Steele said he did not think there was any difference between the two. His point is to remove them and in effect replace them with the policies that were approved in January.

ROLL CALL VOTE:

AYES: DiMaria, Flynn, Cusumano, Dean, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

### Closed Session

MOTION by Cusumano supported by Flynn to move into closed session for the purposes of discussing strategy connected with the negotiation of collective bargaining agreements involving the college.

ROLL CALL VOTE:

AYES: Cusumano, Flynn, Dean, DiMaria, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

RECESS

The meeting recessed at 6:56 p.m.

RECONVENE

The meeting reconvened at 7:25 p.m.

13.0 ADJOURNMENT

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

ROLL CALL VOTE:

AYES: Cusumano, Viviano, Dean, DiMaria, Flynn, Vitale, Lorenzo

NAYS:

MOTION CARRIED.

The meeting adjourned at 7:26 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES

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Secretary