

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 27, 2023 at 6:00 p.m., in Room 125 of the University Center Professional Development, Center Campus, 44575 Garfield Road, Clinton Township, Michigan.

1.0 CALL TO ORDER

The meeting was called to order by Chairperson Lorenzo at 6:10 p.m.

2.0 ROLL CALL

Present:

Katherine Lorenzo, Chairperson

Kristi Dean, Secretary

Roseanne DiMaria, Treasurer

Joan Flynn, Trustee

Shelley Vitale, Trustee

Vincent Viviano, Trustee (arrived at 6:45 p.m.)

Absent:

Frank Cusumano, Vice Chairperson

Also present:

James Sawyer, President

Libby Argiri, Executive Vice President, Business

Michael Baysdell, Director, K-12 Relations

Kevin Chandler, Vice President, College Advancement & Community Relations

Joline Davis, Vice President, Human Resources

Tiffany Goliday, Executive Director, IDEA

Carrie Jeffers, Vice President, Student Services

Leslie Kellogg, Provost, Vice President of Learning Unit

Sharon Kowal, Executive Assistant to the President & Board of Trustees

William Leavens, Chief of College Police

Deb Mende, Executive Director, Office of the President

Jeffrey Steele, General Counsel, Office of General Counsel

Students: Abdullah Aljanabi, Irawoayo (Ayo) Olgbaiye, Dylan Strohbeck

3.0 APPROVAL OF AGENDA

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

ALL IN FAVOR:

AYES: DiMaria, Dean, Flynn, Vitale, Lorenzo

ABSENT: Cusumano, Viviano

NAYS:

MOTION CARRIED.

4.0 AUDIENCE PARTICIPATION

None.

5.0 REVIEW OF AGENDA ITEMS AND MATERIALS

Trustee Dean asked a question about the 5-year Board of Trustees Budget Overview that was included in the trustees' packet, what is the A/V support? Dr. Sawyer said he will be talking in more detail about the overview, but to answer her specific question, that is the sound system for Information Session and the Regular Board meeting. This is a new expenditure, because we had some issues with the sound at Board meetings a while back, and we felt it was appropriate to bring in a service to make sure we didn't have any further issues. While we are on that point, in the past sound service wasn't paid for out of the Board's budget from Institutional funds. However, given the conversation with Trustee Cusumano, he thought it would be best to get everything together and let you take a look. Trustee Dean asked whether the budget still leaves enough for the trustees to attend difference conferences. Dr. Sawyer said yes.

6.0 ISSUES AND UPDATES

6.1 President's Report

Board Service Award – Dr. Sawyer presented Treasurer Roseanne DiMaria her 25-year service pin on behalf of the Michigan Community College Association. We are very appreciative of Trustee DiMaria's leadership and commitment to the College over the years.

Closed Session – Request for the board to go into closed session pursuant to MCL 15.268 (c) to discuss collective bargaining and a legal issue.

Enrollment Update – As of September 27, 2023, Fall credit hours are up 0.6 percent, headcount is up 2.8 percent. First term in some time that we have seen an increase and one of the things contributing to that increase is the number of different support programs we have. The Macomb Tuition Advantage Program was announced in May and this Fall, he is happy to say we have 2,307 students taking advantage of that program.

Student registration in the following programs, to date, for Fall:

- Macomb Tuition Advantage Program – 2, 307 students
- Futures for Frontliners – 325 students
- MI Reconnect – 1,515 students
- Michigan Achievement Scholarship – 553 students

All these programs together are trying to address the financial barriers that impact some students and prevent them from attending college. We are very excited about that and very pleased to see these programs being used at such a high level. He appreciates the board's support in offering them as well.

New Hires – Three hiring recommendations – one full-time faculty for Early Childhood and two directors, one in HR and the other for the replacement of the director of admissions.

Tentative Agreement with MCCFO – Item 9.2 is for the approval of the tentative agreement negotiated with MCCFO. Dr. Sawyer thanked the MCCFO negotiating team, led by Sara Van Wormer and for the College, led by Joline Davis for their hard work. He is pleased that we reached an agreement that everyone is happy with and hopes the board will approve the agreement. He is pleased to also say that the agreement was made within board guidance.

Administrative Action Items –

**11.4 Appointment of Auditors** – The auditors work on the behalf of the board making sure the college is following all accounting principles and practices properly. As we committed last year, we went through the RFP process, which we do periodically, and received two bids, one was from Rehmann. We are recommending Rehmann be approved for a one-year contract with an option to extend for an additional two years. They have served the college well since 2016. They were not the lowest bidder, but after analysis of the bids they offered more hours, and we think they are a necessity to do a proper audit.

**11.5 Medical Assisting program Lab Renovation in Center Campus R Building** – The renovation will create a new consolidated lab for the Medical Assisting Program to improve the learning experience by taking two existing lecture rooms and converting them into 1,500 sq. ft. lab which will include 6 lab stations for 24 students, 4 patient beds and 4 phlebotomy stations. We continue to see growth in this area in terms of demand and it is also one of the areas we are focusing on with the health care apprenticeship we started. Construction is expected to start in May 2024 and be completed by September 2024.

**11.6 Local Strategic Value Resolution** – This resolution is an annual request for board approval to satisfy a state requirement for us to receive performance funding. The college needs to demonstrate that we meet 4 of 5 best practice standards in the three best practice categories. Macomb exceeds the requirements by meeting all five practices in each of three categories. The law requires the board pass a resolution indicating Macomb meets the standards.

Board of Trustees Budget – Dr. Sawyer said Trustee Cusumano recently requested a review of the Board of Trustees budget. Administration prepared a summary of previous board expenses over the past five years for the trustees to review. Dr. Sawyer pointed out two specific items on the budget:

- Professional Development/Conferences (67401) line item decreased by \$15,000 in FY2021 and FY2022 due to the steps we took during Covid to identify potential budget savings. We did not think anyone would be traveling during that time. We have since restored that budget so that money is available for trustees to attend conferences, etc.
- In FY2020, a \$1,000 transfer was made from Professional Development/Conferences (67401) to Memberships (67407) to cover the increase of dues for ACCT.
- The catering budget has been included for your review as well.

Dr. Sawyer said our intent is to include these in the board's budget. We welcome any feedback or suggestions Please review past expenditures and offer any suggestions for revisions. In order to have the

revised budget ready in December we request that you submit and discuss any proposed changes at the October board meeting to give administration time to review and make appropriate adjustments in the revised budget.

**Updates:**

**IDEA** – Macomb held our first Diversity Day on September 13. Events were held on both campuses, and they were well attended by students, faculty, and staff. The day started with a parade at center campus with activities throughout the day at both campuses and ended with a closing ceremony at the UC. It was a great day, and we look forward to the start of a new tradition.

- **Global Equity Literacy Program** – President’s Council has started the program under the direction of Dr. Jay Marks who is facilitating the sessions. There are multiple opportunities for faculty and staff to participate in the program as well. Last week we held the program with our first cohort of 17 people. There are four more cohorts available for faculty and staff to attend.

**D3C3 Grant** – Dr. Sawyer said we continue to make progress on the D3C3 collaborative. The groups quarterly convening was held on September 22 at Schoolcraft Community College. Our team was there interacting with their counterparts from the other colleges. The K-12 cluster is collaborating to strengthen dual enrollment opportunities and partnerships between secondary and postsecondary. The Mobility cluster – continuing to work with employers to identify the knowledge, skills and abilities required for future technicians. The Student Success Coaches are actively working with over 1,300 students and continuing to conduct outreach and connect students to the different services around the college to help them be successful, for example, the Reading & Writing Studios.

**E Gaming Event** – On Friday, September 25, the college hosted its first E-Gaming event. The event took place at south campus K building and was sponsored by Walsh College, Ferris State University, Rochester College and Northwood University. Over 50 Macomb students participated, with 100 attendees overall. Feedback from the attendees was overwhelmingly positive and this is something we will look at doing again in the future.

**Faculty Development Day** – The Learning Unit held its annual Faculty Development Day on August 17. Dr. Don Hutchison, Dean, Engineering and Advanced Technology, served as emcee for the day and Dr. Vikki Gordon, apprentice coordinator was the host. We provided updates to the attendees and talked somewhat in depth about Strategy 1 and some improvements we made there. We had an interesting presentation by Dr. Laura Dumin, English faculty at the University of Central Oklahoma, about artificial intelligence and how to bring it into the classroom in a meaningful way as opposed to treating it as the enemy. She talked about the ways she has integrated it into her programs and the success she has had. It was very interesting. We also had a presentation by April Conant and Heid Koskela of the Innovation Award they won in 2022-23, a documentary on the Covid-19 Experiences at the college. They interviewed several people and shared some of that video.

**Learning Resources** – Developed a new professional development course for faculty, both new and current, called Contemporary Approaches to College Teaching. They will be offering that course this fall. Dr. Sawyer said there has been a definite increase in the number of students using the library space and group study rooms. The libraries hosted open house events for student, faculty and staff on Tuesday 9/5

and Wed 9/6 at both libraries. At least 88 students and 22 faculty and staff took the opportunity to learn about the services available from the Library, Learning Centers, and Reading & Writing Studios as well as interact with others who stopped in while enjoying prizes food and giveaways.

**Lockdown at South Campus** – On September 14, 2023, there was an attempted homicide in a neighborhood close to South Campus which resulted in south campus going into lockdown. Dr. Sawyer credited Chief Leavens, our police officers, students, faculty and staff who were on campus for their quick reaction and following of college protocols. The lockdown went well and was a big improvement over the lockdown we had at center campus in 2017. This event we had a lot of positive feedback, particularly regarding the regular communication that took place throughout the event. Dr. Sawyer shared that two safety items the board approved in the last several years were very important:

- Replacement of police radios – (\$190,000) this new equipment enabled our police force to communicate with neighboring agencies in real time. This direct connection to Warren Police was critical during this event.
- Infinias system (one button lockdown) – (\$6.5 million) the Infinias system (electronic card readers) enabled the police to immediately lockdown all connected buildings on south campus. In this event it took two minutes for all doors to lock.
- Two additional services that were essential during this event were the Emergency Messaging System (RAVE) and Informacast, the emergency alert system that broadcasts over all college telephones.

Dr. Sawyer stated that the police department has regularly scheduled emergency training sessions and Chief Leavens is willing to go to any department to provide the training, for one person or 100.

Michigan Community College Association Board of Directors – A reminder that Macomb is hosting the MCCA Board of Directors meeting on September 28 and 29. The trustees are invited to attend the reception Thursday at center campus. We will also offer a tour of the simulation lab and provide dinner. On Friday, the meeting is for the MCCA Board and will be held at south campus. In addition to the regular business meeting, we will have a tour of the Skilled Trades & Advanced Technology Center.

October Board Agenda

- The Health Care Coalition’s recommendation to the Board for health care benefits in 2024.
- Tentatively planning on presenting a recommendation for a service to provide mental health counseling and support for students. Mental issues are becoming more common. We have the Community Care Team (formerly Behavioral Intervention Team (BIT)) and case manager we recently hired. We currently do not have services for students beyond initial intervention. We are behind on this initiative because many community colleges are already offering or in the process of setting up partnerships for mental health services.
- South and Center Data Center Generators and Uninterruptible Power Supply Unit Replacement – total project budget is about \$600,000. These are pieces of equipment vital to keep the integrity of our college’s network, network security and electronic data protected from unscheduled power outages. The existing power back up equipment was purchased in 2003. The replacement is scheduled to begin November 2023 and be completed in March 2024.
- Auditors Results – Rehmann will present the results of the FY22-23 Audit.

6.2 K-12 Relations Update

Mr. Michael Baysdell, director, K-12 Relations, introduced three students currently participating in the Early College of Macomb and Dual Enrollment programs. Abdullah Aljanabi, Early College, Senior, Irawoayo (Ayo) Olgbaiye, Early College, Dylan Strohbeck, Dual Enrollment. The students shared their experiences of what it is like being an early college student.

Mr. Baysdell presented an overview of the K-12 Relations department, the programs and resources available. He thanked the Board for their support and for maintaining the \$106 dual enrollment credit hour rate. He thanked VP Carrie Jeffers and Registrar Aimee Adamski for giving him the foundation he needed to make these programs a success.

Chair Lorenzo asked if students have a wish list of what programs they would like Macomb to offer? Mr. Baysdell said that nursing is big, but because it is a selective admissions program, they try to steer them to classes that will help them with that goal in the future. Many popular programs are the gaming, health science and CTE classes.

Dr. Sawyer thanked Dr. Alessia Flye, Assistant Superintendent of the MISD for being in the audience along with Joyce Arbaugh, director of the ECM program.

7.0 CLOSED SESSION

MOTION by DiMaria supported by Dean to go into closed session for the purposes of labor negotiations and a legal matter.

ROLL CALL VOTE:

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

NAY:

ABSENT: Cusumano

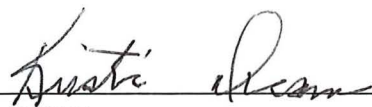
8.0 ADJOURNMENT

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

Motion carried.

The meeting adjourned at 7:35 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES

  
Secretary