

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, May 21, 2025, at 6:00 p.m., in Room K315/317 of the John Lewis Conference 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
Shelley Vitale, Vice Chairperson
Kristi Dean, Secretary
Roseanne DiMaria, Treasurer
Frank Cusumano, Trustee, arrived at 6:08 p.m.
Joan Flynn, Trustee

Absent:

Vincent Viviano, Trustee

Also present:

James Sawyer, President
Libby Argiri, Executive Vice President, Administration
Kevin Chandler, Vice President, College Advancement & Community Relations
Carrie Jeffers, Vice President, Student Services
Leslie Kellogg, Provost, Vice President of the Learning Unit
William Leavens, Chief of College Police
Deb Mende, Executive Director, Office of the President
Gerri Pianko, Executive Director, Budgets and Grants
Jeffrey Steele, General Counsel, Office of General Counsel
Patsy Tannahill, Executive Assistant to the President and Board of Trustees

3.0 APPROVAL OF AGENDA

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

ALL IN FAVOR:

AYES: DiMaria, Flynn, Dean, Vitale, Lorenzo

NAYS:

ABSENT: Cusumano, Viviano

MOTION CARRIED.

4.0 AUDIENCE PARTICIPATION

None.

5.0 REVIEW OF AGENDA ITEMS AND MATERIALS

Trustee Vitale asked about the bidding process for agenda item 11.4, noting she had not previously seen the alternate amount and questioned why general conditions and contingency costs are not included in the total bid amount upfront. President Sawyer explained that while it is not typical, it is also not unusual to request alternate bids to evaluate optional work depending on cost. He clarified that general conditions and contingency amounts are calculated as a percentage of the bid total by the college to ensure proper budgeting—they are not figures provided by the vendor.

Trustee Vitale asked why a steel roof was being used for the new apparatus building in agenda item 11.5, expressing concern about the high cost and noise levels associated with metal roofs. Bill Simonson, Executive Director of Facilities and Plant Operations, sought clarification, asking if the concern was about a metal roof. Trustee Vitale referenced the mention of roofing and sheet metal. Simonson clarified that the building would have a fiberglass shingle roof, and only the walls would be metal.

Trustee Dean asked whether the restroom in the new apparatus building is unisex and if there is only one. Libby Argiri, Executive Vice President of Administration, confirmed that there will be a single-occupancy restroom that is ADA compliant.

Trustee Dean asked about agenda item 11.3A, inquiring what the Festo Facet Electronics Training System is and whether it functions like a circuit board that allows users to change circuit positions and test if it worked. Mark Jewett, associate dean, Engineering and Advanced Technology, explained that the Festo boards enhance the flexibility of existing trainers by allowing for more specialized training and troubleshooting scenarios. He noted that the system builds on equipment the college already has, increasing its capacity and capabilities.

Trustee Dean followed up by asking how the boards are used—whether they produce different results when inserted. Jewett confirmed this, explaining that the boards create different, more challenging environments. Faculty can program faults into the system, and students are tasked with identifying and resolving those issues.

Trustee Dean then asked if students solder on the boards. Jewett clarified that there is no live soldering involved, as the boards are designed for longevity.

Trustee Dean asked whether agenda item 11.3B regarding the Cisco phones was a renewal or a new purchase. President Sawyer confirmed it was a renewal. Trustee Dean then inquired about the system's setup since its implementation in 2018, specifically asking how many servers are involved and whether they are located at South Campus. Mark Johnson, Network Director, explained that the system has redundancy built into both data centers, with Cisco phone systems operating at each location. He noted

there are two physical servers, each hosting 14 virtualized servers, ensuring one center can take over if the other fails.

Trustee Flynn explained that her past role as a county commissioner influenced her to think broadly about county interests. However, she now recognizes her role as a trustee is to prioritize the college and will vote accordingly. President Sawyer thanked her for the clarification.

Trustee Flynn asked where the new apparatus building would be located on East Campus. President Sawyer confirmed it will be situated at the back of the campus near the fire tower.

Trustee Flynn noted that handrails are being added at the Macomb Center and emphasized that they are also needed at the Technical Center. President Sawyer acknowledged her previous feedback from a MORE session and said the college is looking into it. Flynn warned that accessibility issues could lead to serious consequences if not addressed. President Sawyer responded that while the college is ADA compliant, the goal is to create a comfortable and welcoming environment, and they will continue exploring improvements to support that.

Trustee Dean asked if the nursing lab renovation is being funded by a special grant from the State of Michigan's 60 by 30 initiative. President Sawyer confirmed that the college received several grants through the MILEAP Office, one of which supports this renovation.

Trustee Dean asked if the renovation would expand the existing space with resuscitation equipment. Andrea Shaw, associate dean, Health and Human Services, explained that the renovation will occur in rooms 221 and 222 on the second floor of E Building. While the outer structure will not expand, internal changes—including removing a wall—will allow for more beds. This upgrade will support both the current RN and new LPN programs. Shaw added they hope to complete the renovation within the first eight weeks of the fall semester and promised to invite trustees to see the finished space.

Trustee Dean asked about agenda item 11.3E, the renewal of the Blackbaud CRM database for the association, specifically whether the system has streamlined processes, improved efficiency, and reduced the need for manual tasks or staffing. President Sawyer confirmed it has been a significant improvement over the previous, outdated system. He noted this is the first renewal and the second time it has come before the board. The new CRM has enhanced not only donor management but also connections with alumni and the retiree association, creating broader institutional benefits. Trustee Dean commented on the noticeable reduction in manual tasks, suggesting the entire association seems to have benefited. President Sawyer agreed, calling that a fair statement.

Trustee Dean asked about the Microsoft enrollment, specifically whether the licensing is at the server level and then extends to all computers, or if each computer requires a separate license. Mark Johnson, Network Director, explained that server licensing is based on cores, and the agreement also covers all desktop computers, including Windows 11, as well as additional software like Microsoft Project and Visio. Dean confirmed this includes the full professional Microsoft suite, and Johnson agreed. Dean noted that when the cost is divided out, it seems reasonable. Johnson added that the licensing also covers student email accounts under macomb.edu, and that Microsoft offers strong discounts for education, which Trustee Dean appreciated.

Trustee Flynn shared that she visited the website to check the programming for the Sports and Expo Center and found nothing listed. President Sawyer explained that the building is currently undergoing renovation. When Trustee Flynn asked what the renovations involved, Bill Simonson stated it is a complete gut, including replacement of toilet rooms, offices, concessions, meeting rooms, locker rooms, and weight rooms, along with the addition of coach and trainer suites. Trustee Flynn asked when it would reopen. Simonson responded that it will be ready for commencements in May 2026, with rentals resuming in June 2026.

Chairperson Lorenzo extended kudos to the Chief of Police and the department, thanking them for their work and noting that the safety report was excellent. She expressed appreciation for their efforts in keeping everyone safe.

6.0 ISSUES AND UPDATES

6.1 President's Report

Closed Session

We do need to have a closed session with the BOT pursuant to MCL 15.268 C - collective bargaining, and H - to consider material exempt from discussion or disclosure by state of federal statute.

Enrollment Update

As of Monday, Spring/Summer, 2025 credit hours are up 7.4% compared to last year, headcount is up 2.1 %.

Financial Aid

The current federal House Reconciliation package is suggesting changes to Pell that would negatively impact on our students. Most notably, changing the minimum Pell eligibility enrollment from 12 to 15 credits making learners enrolled less than half-time ineligible to receive funds. Advocacy continues to try and remove this from the bill.

Personnel

- Tiffany Goliday, Director of Training, Development and Engagement
- Bethany Mayea, Director of Labor and Employee Relations
- Agenda Item 9.2 -The NBU administrator contracts are on the agenda for approval tonight, including a 4% increase and expanded responsibilities in some cases.

Libby Argiri, executive vice president, Administration, stated Agenda Item 9.3 was presented to the Board for the first time and included salary schedules for Non-Bargaining Unit (NBU) and Non-Affiliate Special Funded (NASF) positions. It was explained that due to a recent court ruling, the Office of Retirement Services (ORS) no longer had the authority to apply normal salary increases to pension calculations for employees not covered by collective bargaining agreements. The court also directed the legislature to clarify ambiguous statutory language, but no action has been taken. As a result, ORS now requires board approval of salary schedules for these employee groups. The Board was informed that while the salary schedules outlined ranges for similar positions, the Board's authority to approve individual full-time administrator and faculty salaries remained unchanged. The approval ensured that NBU and NASF employees would not face pension issues with ORS and established a requirement for annual approval of salary schedules moving forward unless legislative or ORS guidance changed.

Purchases

11.3A – Perkins Grant Fund – Festo Facet Electronics Training Systems

Electronics training boards for the Engineering and Applied Technology program. The 12 training systems operate with existing Festo equipment and will connect to Festo base units that are currently used in lab classes to help with learning outcomes. This is a sole source purchase from Advanced Technologies Consultants. \$94,814 funded by the Perkins grant.

11.3B – CISCO Telephony Systems Managed Services

This 3-year contract is for remote monitoring and managed services for the college's phone system, which is essential for communication and notifications in the event of an emergency. Low bid – total of \$121,392.

11.3C – Microsoft Enrollment for Education Solutions License Renewal

Microsoft software licensing for 3 years, which is used college-wide by faculty, staff and students including on 5000+ computers and 400+ servers. The A5 licensing tier provides critical information security protection. Low bid – total of \$1,382,263.

11.3D – External Advertising

The college continues to be very satisfied with SMZ's services and results. The college has worked with SMZ, a media buying and placement agency, for several years to secure the lowest advertising costs across multiple channels. The agency negotiates, purchases and places Macomb advertising on various online and outdoor channels targeting and engaging prospective students and influencers. SMZ's costs have proven to be consistent with and in some cases lower than other agencies with an average cost per ad delivered at \$0.01. Total contract is \$800,000 for the 2025-26 fiscal year.

11.3E – Blackbaud Customer Relationship Management Database Renewal

3-year contract for the foundation's database for entering and tracking donations, producing tax acknowledgement letters, track donors, retiree and alumni contact information and giving trends, produce email and general mailing lists for appeals, manage college events and provide reporting. An RFP for a database solution was conducted in 2019, and Blackbaud was selected as the database best meeting the college's needs. Total \$270,000 – sole source.

Administrative – Action Items

11.4 – MCPA Handrail Replacement

Continued phased improvement for the MCPA including the replacement of non-code compliant handrails and balcony safety barriers in the seating area. Construction will take place from July – October 2025. The total project cost is \$288,800.

11.5 – New Apparatus Building at East Campus

The original garage was built over 30 years ago, and its specifications make it too small to house a full-size modern fire truck. In addition, with the growth of the fire training programs and enrollment so has the amount and type of equipment. The need for an expanded and updated apparatus and equipment storage has become an immediate concern. Construction will begin in June 2026 and be completed in February 2026. Total project cost is \$3.9 million and is partially offset by \$2 million in state funding.

11.5 – Center Campus E Building Nursing Skills Lab Renovation

With the growth in enrollment and new programs including the new Licensed Practical Nursing program, there is an urgent need for expanded dedicated skills laboratory space to accommodate growing class sizes, modern simulation and other required equipment needs. Renovation of two labs will not only enhance the learning environment for nursing students but also ensure that the program continues to meet accreditation standards and deliver cutting-edge, real-world education. Renovation will begin in

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June with completion in October. The total project cost is \$169,980 and is funded by Sixty by 30 grant from the state of Michigan.

Item 7.3A - Property Tax Resolution

Includes a millage reduction of .9941 which further reduces the college's operating levy to 1.39 mills.

Policy Actions

The second reading approves the revised Expressive Activity Policy. The primary change clarifies the timelines and specifies that all deadlines are based on college business days.

Commencement

The College held its Commencement Ceremony on May 2nd, celebrating the achievements of nearly 600 graduates. The event was a significant milestone for our students, their families, and the college community. We extend our sincere thanks to Trustee Vitale for attending and supporting this important occasion.

Other celebrations

The College also hosted a number of program-specific pinning and graduation ceremonies. These included Nursing, Surgical Technology, Respiratory Therapy, the Police and Fire Academies, and GM ASEP, among others. We extend our sincere thanks to Trustees Flynn, DiMaria, and Vitale for attending and showing their support at several of these important events.

Expressive activities

Trustee Cusumano inquired about the number of Expressive Activity Requests received by the College. Dr. Jeffers reviewed the data for the calendar years 2024 and 2025, noting that the College received 55 requests in 2024 and 4 requests to date in 2025.

Institutional Development Day

Institutional Development Day was held on May 6, with approximately 750 attendees. The event featured the State of the College address, recognition of 25-year employees and recent retirees, a performance by *Expressions*, an a cappella group and one of eight choral student groups, as well as a variety of afternoon professional development sessions. We have received positive feedback from several attendees and will conduct a follow-up survey, as is standard practice. Special thanks to Trustees Flynn and Vitale for attending and supporting the event. Also extend sincere appreciation to the Institutional Development Day Committee for their hard work and thoughtful planning in making the event a success.

Trustee Vitale commented on the performance by *Expressions*, highlighting their rendition of the song *Please Stay*, which addressed the topic of suicide. She noted the powerful lyric, "Don't let your worst day be your last day," and emphasized the importance of such a message—especially for young people who may not yet realize that things can and do get better.

First Giving Day

On May 1, the Macomb Community College Foundation held its first-ever Giving Day, a 24-hour fundraising event designed to support students, college programs, and resources. This new initiative replaced the monthlong employee giving campaign, shifting to a more focused effort while expanding outreach to include friends of the College, not just employees. The inaugural event raised over \$131,000, with 82% of contributions coming from employees. Special thanks to Mark Jansen and First State Bank, our Giving Day matching sponsor, for their generous \$15,000 contribution.

LPN Program

The College recently received state approval to launch a Licensed Practical Nurse (LPN) program, which will begin in Fall 2025 with an inaugural cohort of 40 students. LPNs are in high demand, with nearly 5,000 job openings in the metro Detroit area and an average annual compensation of nearly \$64,000—approximately 7% higher than the national median. Graduates will be prepared to work in skilled nursing facilities, hospitals, home health care services, and physicians' offices. The cost of the program is \$12,000.

Athletics

The Macomb Monarch student-athletes achieved a cumulative 3.00 GPA for the 2024–25 academic year, reflecting their dedication both on the field and in the classroom. Notable individual accomplishments include DaMaryon Fishburn's commitment to Cornell University, where he will continue his academic and athletic career. He is the 12th known community college transfer from Macomb to an Ivy League institution and was recognized with All-Region and All-MCCAA honors for 2024–25. Josh Hines was selected as an NJCAA All-Star and participated in the NJCAA All-Star Game.

The men's baseball team secured back-to-back MCCAA Eastern Conference Championships—an achievement last accomplished in the 1994 and 1995 seasons. Additionally, the women's softball team claimed the Great Lakes District A Championship and earned a berth in postseason play.

Give a Kid a Smile Event

In April, Macomb's Dental Hygiene Clinic hosted its first-ever "Give Kids a Smile Day," made possible through a grant from the Michigan Dental Association. The event provided complimentary dental care to 10 children between the ages of 3 and 18, delivering a total of 61 free services, including cleanings, X-rays, fluoride treatments, and sealants. In addition to receiving care, the children enjoyed fun activities such as face painting and entertainment from a balloon artist, making the day both impactful and enjoyable.

Student Life & Leadership Activities

The Student Life & Leadership Banquet was held a couple of weeks ago, with 28 of the 32 student groups participating and approximately 120 attendees. It was great to see such strong student engagement, which continues to grow year over year.

Additionally, there have been 106 visits to the campus food pantry so far during the Winter 2025 semester, underscoring the continued importance of this student support resource.

Naming Rights – Glass Terrace and Gene Haas CNC Lab

The College plans to bring two naming proposals to the Board of Trustees for approval in June. The first proposal is for the Glass Terrace, which is partially funded by a generous \$3.1 million donation from former faculty member Shirley Glass. The new terrace is located adjacent to the soon-to-be-completed Monarque, the student-run restaurant.

The second proposal is for the naming of the Gene Haas CNC Lab at M-TEC. The College has been in discussions with the Gene Haas Foundation regarding a \$1 million donation to name the interior lab space. As a reminder, all naming agreements for college spaces require Board of Trustees approval.

Wayne State University Macomb Education Center Building on Hall Road

Wayne State University has expressed interest in exiting their lease agreement for the building currently under their use. Macomb County's Corporation Counsel reached out to the College to explore whether we would be interested in assuming control of the facility. I confirmed the College's interest, though any action would require approval from the Board of Trustees. Macomb County is currently preparing a formal proposal for the College's consideration.

Awards

The College recently received two notable awards recognizing its commitment to innovation and workforce development:

- Michigan Veteran Affairs Agency Education Innovator Award
Macomb's Michigan Maritime Manufacturing Training Program (M3) was honored with the Education Innovator Award by the Michigan Veteran Affairs Agency (MVAA). This award recognizes academic institutions or staff who implement innovative processes, methods, technologies, or services that significantly enhance the on-campus experience for military-connected students.
- 2025 Michigan Works! Impact Award (Macomb/St. Clair Region)
Macomb was named a co-recipient of the 2025 Michigan Works! Impact Award alongside former Macomb student Natasa Trspecki, now the Administrative Director at Quality Care Rehabilitation and Autism Center. The award highlights individuals and organizations that positively impact Michigan's workforce and economy. In collaboration with Macomb, Natasa helped develop five registered apprenticeships, supported by a \$2.6 million grant to expand career pathways and create new opportunities.

June BOT Meeting

- Purchasing
 - 3 - IT Purchases (project manager, Ellucian Colleague programmers, Merit Internet renewal)
 - 3 - Facilities contracts (waste removal contract bid, HVAC, and gas/diesel)
 - RAVE mass messaging renewal
 - Connect magazine
 - Westlaw Precision Database subscription (libraries)
- Administrative
 - IDS contract

Presentation Tonight

2025-2025 Initial General Fund Budget – Gerri Pianko

6.2 Presentation

Gerri Pianko, executive director, Budgets and Grants, presented Agenda Item 7.3C Initial General Fund Budget for 2025-2026. She was pleased to present to the board a balanced budget.

7.0 CLOSED SESSION

MOTION by Dean, supported by DiMaria, to go into closed session pursuant to MCL 15.268(c) and MCL 15.268(h) to discuss collective bargaining and material exempt from discussion or disclosure by state of federal statute.

ROLL CALL VOTE:

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

NAYS:

ABSENT: Viviano

MOTION CARRIED.

8.0 ADJOURNMENT

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

MOTION CARRIED.

The meeting adjourned at 7:31 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES



Secretary