

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, August 20, 2025, at 7:30 p.m., in Room K324, 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 7:53 p.m.

2.0 ROLL CALL

Present:

Katherine Lorenzo, Chairperson

Shelley Vitale, Vice Chairperson

Kristi Dean, Secretary

Roseanne DiMaria, Treasurer

Joan Flynn, Trustee

Absent:

Frank Cusumano, Trustee

Vincent Viviano, Trustee

Also present:

James Sawyer, President

Jeffrey Steele, 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 APPROVAL OF MINUTES

4.1 Information Session Minutes, June 18, 2025

4.2 Closed Session Minutes, June 18, 2025

4.3 Regular Meeting Minutes, June 18, 2025

MOTION by Dean, supported by DiMaria, to approve the minutes of the June 18, 2025, information session, closed session and regular meeting, as read.

ALL IN FAVOR:

AYES: Dan, DiMaria, Flynn, Vitale, Lorenzo

NAYS:

ABSENT: Cusumano, Viviano

MOTION CARRIED.

APPROVED MINUTES, REGULAR MEETING, August 20, 2025

5.0 BOARD OF TRUSTEES REPORTS (verbal)

5.1 Board of Trustees Reports

None.

6.0 PRESIDENT'S REPORT (verbal)

None.

7.0 FINANCIAL REPORTS

7.1 Financial Statement – July 31, 2025

MOTION by DiMaria, supported by Vitale, to receive and file the financial statements for the three months ended July 31, 2025.

ALL IN FAVOR:

AYES: DiMaria, Vitale, Dean, Flynn, Lorenzo

NAYS:

ABSENT: Cusumano, Viviano

MOTION CARRIED.

7.2A Investment Report – May 31, 2025

7.2B Investment Report – June 30, 2025

7.2C Investment Report – July 31, 2025

MOTION by DiMaria, supported by Dean, to receive and file the investment report of securities held as of May 31, 2025, June 30, 2025, and July 31, 2025.

ALL IN FAVOR:

AYES: DiMaria, Dean, Vitale, Flynn, Lorenzo

NAYS:

ABSENT: Cusumano, Viviano

MOTION CARRIED.

8.0 AUDIENCE PARTICIPATION (verbal)

None.

9.0 PERSONNEL REPORTS

9.1 New Hires

9.1A Michelle Luck, Director of Financial Aid, MCAAP

MOTION by Dean, supported by DiMaria, that the Board of Trustees approve the personnel action for Michelle Luck, Director of Financial Aid, MCAAP.

ROLL CALL:

AYES: Dean, DiMaria, Flynn, Vitale, Lorenzo

NAYS:

ABSENT: Cusumano, Viviano

MOTION CARRIED.

9.2 Tentative Agreement with the Macomb College Association of Administrative Personnel ("MCAAP")

MOTION by DiMaria, supported by Flynn, that the Board of Trustees adopt the tentative agreement for the Collective Bargaining Agreement with MCAAP commencing on July 1, 2025, and ending on June 30, 2028.

ROLL CALL:

AYES: DiMaria, Flynn, Dean, Vitale, Lorenzo

NAYS:

ABSENT: Cusumano, Viviano

MOTION CARRIED.

10.0 REPORTS OF ADMINISTRATION – INFORMATION ITEMS

10.1 Mobile Lab Classroom Simulation Vehicle – Grant Funded

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

ALL IN FAVOR:

AYES: DiMaria, Dean, Flynn, Vitale, Lorenzo

NAYS:

ABSENT: Cusumano, Viviano

MOTION CARRIED.

10.2 Strengthening Community College's Training Grant Consultant – Grant Funded

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

ALL IN FAVOR:

AYES: DiMaria, Dean, Flynn, Vitale, Lorenzo

NAYS:

ABSENT: Cusumano, Viviano

MOTION CARRIED.

10.3 Contract awarded through the Associate Degree in Nursing (ADN) – to - Bachelor of Science Degree in Nursing (BSN) Completion Grant

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

ALL IN FAVOR:

AYES: Flynn, DiMaria, Dean, Vitale, Lorenzo

NAYS:

ABSENT: Cusumano, Viviano

MOTION CARRIED.

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS

11.1A. Donations – May 31, 2025

11.1B. Donations – June 30, 2025

11.1C. Donations – July 31, 2025

MOTION by DiMaria, supported by Flynn, to accept the donations as presented and acknowledged by the College, with thanks.

ALL IN FAVOR:

AYES: DiMaria, Flynn, Dean, Vitale, Lorenzo

NAYS:

ABSENT: Cusumano, Viviano

MOTION CARRIED.

11.2 Change Orders (none)

11.3 Authorization for Purchases

11.3A Intelligent Insights for Canvas Learning Management System

MOTION by Dean, supported by DiMaria, that the Board of Trustees authorize the Administration to enter into a two-year contract, upon the approval of General Counsel, with Instructure Inc. to provide Intelligence Insights in an amount not to exceed \$72,000.

ROLL CALL VOTE:

AYES: Dean, DiMaria, Flynn, Vitale, Lorenzo

NAYS:

ABSENT: Cusumano, Viviano

MOTION CARRIED.

11.3B. Strategic Consulting Services for Open Educational Resources (OER) Strategy Development – Grant Funded

MOTION by DiMaria, supported by Dean, that the Board of Trustees authorize the Administration to enter into a 3-year contract, upon the approval of General Counsel, with EDU-PM LLC to provide Open Educational Resources consulting services in an amount not to exceed \$60,000.

ROLL CALL VOTE:

AYES: DiMaria, Dean, Vitale, Lorenzo

NAYS:

PRESENT: Flynn

ABSENT: Cusumano, Viviano

MOTION CARRIED.

11.3C. System Maintenance for Public Websites

MOTION by DiMaria, supported by Dean, that the Board of Trustees authorize the Administration to execute a three-year contract, subject to the approval of General Counsel, with Beacon Technologies not to exceed \$300,302.04.

DISCUSSION: Trustee Flynn noted the vendor is from North Carolina.

ROLL CALL VOTE:

AYES: DiMaria, Dean, Vitale, Lorenzo

NAYS:

PRESENT: Flynn

ABSENT: Cusumano, Viviano

MOTION CARRIED.

11.3D. Macomb Public Website Content Management System

MOTION by DiMaria, supported by Dean, that the Board of Trustees authorize a three-year renewal contract, subject to the approval of General Counsel, with Hannon Hill Co. in a total amount not to exceed \$111,670.62.

DISCUSSION: Trustee Flynn noted the vendor is from Georgia.

ROLL CALL VOTE:

AYES: DiMaria, Dean, Vitale, Lorenzo

NAYS:

PRESENT: Flynn

ABSENT: Cusumano, Viviano

MOTION CARRIED.

11.3E. Software Transition Services

MOTION by DiMaria, supported by Vitale, that the Board of Trustees authorize Administration to award a one-year contract to ExecuSys, subject to the review and approval by General Counsel, in a total amount not to exceed \$158,000 for Software Transition Services.

ROLL CALL VOTE:

AYES: DiMaria, Vitale, Dean, Lorenzo

NAYS:

PRESENT: Flynn

ABSENT: Cusumano, Viviano

MOTION CARRIED.

11.3F. Adobe Enterprise Academic License Renewal

MOTION by Dean, supported by DiMaria, that the Board of Trustees approves the purchase of Adobe Enterprise software licensing for the 2026 fiscal year in an amount not to exceed \$113,583 with Connection.

DISCUSSION: Trustee Flynn noted the vendor is from Georgia.

ROLL CALL VOTE:

AYES: Dean, DiMaria, Vitale, Lorenzo

NAYS:

PRESENT: Flynn

ABSENT: Cusumano, Viviano

MOTION CARRIED.

11.3G. Renewal of Electronic Budget Software

MOTION by DiMaria, supported by Vitale, that the Board of Trustees authorizes the Administration to renew its current contract with Euna Solutions Incorporated for five (5) years subject to the approval of General Counsel, in an amount not to exceed \$321,542.51.

DISCUSSION: Trustee Flynn noted the vendor is from California.

ROLL CALL VOTE:

AYES: DiMaria, Vitale, Dean, Lorenzo

NAYS:

PRESENT: Flynn

ABSENT: Cusumano, Viviano

MOTION CARRIED.

11.3H. Wireless Network Management Software Subscription Renewal

MOTION by DiMaria, supported by Vitale, that the Board of Trustees authorize Administration to enter into a 12-month contract with Numeriksoft in an amount not to exceed \$72,728 for a wireless network software license and technical support.

ROLL CALL VOTE:

AYES: DiMaria, Vitale, Dean, Flynn, Lorenzo

NAYS:

ABSENT: Cusumano, Viviano

MOTION CARRIED.

11.3I. Annual Library Purchases and DALNET Maintenance Agreement

MOTION by Dean, supported by DiMaria, that the Board of Trustees authorizes the purchase of library resources for fiscal year 2025-2026 in amounts not to exceed \$144,513.70 to Midwest Collaborative Library Services (MCLS) and authorize the renewal of its annual maintenance agreement in an amount not to exceed \$109,335.00 to the Detroit Area Library Network (DALNET) for the College's share of fiscal year 2025-2026 operating costs.

ROLL CALL VOTE:

AYES: Dean, DiMaria, Vitale, Lorenzo

NAYS:

PRESENT: Flynn

ABSENT: Cusumano, Viviano

MOTION CARRIED.

12.0 POLICY ACTIONS (none)

13.0 ADJOURNMENT

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

MOTION CARRIED.

The meeting adjourned at 8:11 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES


Secretary