

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 17, 2025, at 6:00 p.m., in room 125 of the University Center, Professional Development Center, Center Campus, 44575 Garfield Road, Clinton Township, Michigan.

1.0 CALL TO ORDER

The meeting was called to order by Chairperson Lorenzo at 6: 01 p.m.

2.0 ROLL CALL

Present:

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

Absent:

Joan Flynn, Trustee
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
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 Cusumano, to approve the agenda as presented.

ALL IN FAVOR:

AYES: DiMaria, Cusumano, Dean, Vitale, Lorenzo

NAYS:

ABSENT: Flynn, Viviano

MOTION CARRIED.

4.0 AUDIENCE PARTICIPATION

None.

5.0 REVIEW OF AGENDA ITEMS AND MATERIALS

Trustee Vitale and Trustee Dean asked about the continuation of the grants listed on the grant closeout report. President Sawyer explained that the grants had ended for various reasons, including funds being pulled back by the funder, not all funds being spent, or no-cost extensions not being granted. He noted that some programs, such as the STEM grant, were not continued due to low student interest.

Trustee Dean asked about the scholarship matching process. Kathi Poindexter, associate vice president, Business, explained that students apply through the system, which automatically matches them with available scholarships based on eligibility criteria, making it easier for students to find opportunities. She noted that the endowments have an annual spend, and donors' criteria are entered into the system, along with additional funds secured by the Foundation, which are coordinated with financial aid to ensure awards are distributed. Trustee Dean expressed appreciation for the streamlined process.

Trustee Dean asked about the board resolution on local strategic value best practices. President Sawyer explained that this is an annual state requirement tied to performance funding, where the college must meet specific criteria outlined by the state. He noted the elements are consistent and always satisfied. Since there is currently no state budget, the college is being proactive by submitting the report, following the advice of the Michigan Community College Association (MCCA). If changes arise in the budget process, they will be brought back to the board.

6.0 ISSUES AND UPDATES

6.1 President's Report

State Budget

President Sawyer provided an update on the state budget, noting ongoing discussions with legislators. He explained that appropriations remain uncertain, with proposals ranging from a 1% decrease to a 4% increase depending on whether it comes from the House, Senate, or Governor. He emphasized the college's primary concern is changes to MPSERS funding, which would have an immediate 7.5% negative impact on the college. Additionally, he highlighted the importance of moving the capital outlay request forward to secure construction authorization.

Enrollment Update

As of Monday, Fall, 2025 credit hours are up 5.9% compared to last year, headcount is up 3.3 %.

Personnel

- Full-time Faculty –
 - Lisa Redfield, Program Coordinator/Full-Time Instructor, Certified Nursing Assistant, Non-Bargaining Unit.
 - Taylor Bunyak-Youssef, Instructor - Licensed Practical Nursing-Pre licensure Program and Student Success Coordinator, MCCFO.
- President Sawyer reported that the annual healthcare funding recommendation is for hard cap under Public Act 152. He noted rates will increase, but the college has worked to limit the impact on employees. The healthcare coalition was actively engaged in the review process and provided valuable input. He added that future evaluations of benefits will continue collaboratively with employee groups.

Administrative – Information

- 10.1 2024 - 2025 Grant Closeout Report

Purchases

- 11.3A – Managed IT Security Detection and Response Provider, 36-month contract, not to exceed \$771,390 with Blue Voyant which was the lowest bid. This new contract replaces the Ferrilli and NewPush contracts, saving the college \$489,000 over three years. It includes configuration of the college's Microsoft IT security event management system, 24/7 monitoring and offsite incident responses.

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- 11.3B – Award Management System Renewal, a three-year contract not to exceed \$94,830.93, with Blackbaud.

Administrative – Action Items

- 11.4 - Budget approval for the South Campus Science building, SB, to replace the Fume hood and HVAC controls. Total cost: \$486,000. Construction is scheduled from May 2026 through August 2026.
- 11.5 - Local Strategic Value Best Practices – This report is required to secure State performance funding and must be submitted prior to the first appropriation payment in mid-October. With the State budget still pending, the report was prepared in alignment with guidance from the Michigan Community College Association (MCCA) and the State Budget Office.

Donation to Trustee Endowment Fund

Consistent with past practice, it is recommended that the Board approve a \$1,000 transfer to the Trustee Endowment Fund in honor of past Chair Dennis Sturtz, who passed away this summer. Dennis served on the Board from 1972 to 1976 and was recognized in his obituary as the youngest serving Chair in the college's history.

Welcoming Students Back to College

Welcome Days were held August 18–21 to kick off the academic year, featuring a campus-wide resource fair, game room programming, and a visit from the Kona Ice truck. The events drew 1,306 participants, an 11.15% increase over last year. Many staff members volunteered as welcome ambassadors, assisting students with navigating campus. In addition, student support services continue to expand, with 37 students registering for the campus food pantry as part of ongoing efforts to address food insecurity and support student well-being.

Trustee Vitale asked how many students utilize the on-campus food pantry. President Sawyer informed her 200 students have used the food pantry to date this year.

Student Options for Success (SOS)

In the first three weeks of the semester, Student Options for Success (SOS) supported over 125 students, providing 74 loaner laptops, academic support, emergency funds for childcare, transportation, rent, and utilities, and connecting students with community resources such as Michigan Department of Health and Human Services (MDHHS). On September 11, Dr. Nelson presented on behalf of SOS at the retiree breakfast, where the Foundation announced it had raised \$2,100 for the Books for Bright Futures program fund.

President Sawyer reported on the \$125,000 Hunger Free Grant received from the state, which did not require an application and was also awarded to Grand Rapids Community College. The funds were used to restock food pantries at Center and South Campuses, provide gift cards for students at East Campus and M-TEC, and purchase food vouchers through Continental for use at on-campus kiosks. Vouchers are distributed through the Student Options for Success office, ensuring students have access to food while on campus.

Trustee Vitale asked how the college addresses underutilization of programs, such as the \$125,000 Hunger Free Grant, and whether additional outreach efforts are made. Kevin Chandler, vice president, College Advancement and Community Relations, explained that promotion depends on the department managing the program, but communications can assist in getting the word out. He noted that information is also shared through the student portal and social media. President Sawyer added that faculty are key in identifying and referring students, as they regularly interact with them, and the program was highlighted during Faculty Development Day.

Veteran & Military Services – Non-Mandatory Fun Day

On August 15, Veteran and Military Services (VMS) hosted "Non-Mandatory Fun Day," a community-building event for approximately 100 military-connected students and their supporters. The goal was to strengthen connections, raise awareness of military culture, and link students to resources. Information about military culture was shared

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through humor and creative activities, reflecting a common trait of military life. Attendees included VMS students, their families, vetted resource providers, and Macomb staff and faculty.

Nursing – Back to Basics Bootcamp

Jennifer Tate, Nursing Faculty, launched her Independent Learning Project (ILP), the Back to Basics Bootcamp, at Center Campus. The event welcomed 127 nursing students for a voluntary 4-hour refresher focused on foundational skills. Students rotated through faculty-led stations covering manual blood pressure, wound care, cardiac rhythm interpretation, medication math, and safety techniques such as de-escalation strategies. The bootcamp was designed to reinforce prior learning and build student confidence at the start of the semester. Early feedback has been overwhelmingly positive, with students praising the timing, format, and supportive environment.

Art Exhibit

On August 25, the art exhibit “Inner Landscapes: Tracing the Rhythms of Persistence” opened, showcasing the work of faculty members and metalsmiths Fanni Somogyi and Catherine Sweeney. The exhibit will run through October 3.

Wayne State University (WSU) Macomb Education Center (MEC) Building on Hall Road

President Sawyer reported on progress with the WSU lease cancellation and property transfer. He noted that the waiver of the one-year notice provision is pending approval by WSU’s general counsel. Once approved, Macomb County can proceed without delay. WSU has indicated it will vacate the building within two weeks, including removal of all signage. Any items left behind will be considered abandoned and may be disposed of by the County. After WSU vacates, the transfer of the property to Macomb Community College can move forward. The County Executive’s Office supports the transfer, and the Board of Commissioners will need to provide final approval then the College board would then need to approve. President Sawyer expressed optimism that the process could be completed within the next month or so.

Fall Family Festival

Macomb will host a Fall Family Festival for employees and their families on Saturday, September 20, from noon to 3 p.m. at Center Campus, University Center, Assembly Hall Patio. The event will feature free food trucks, family-friendly games, pumpkin painting, and hayrides, with no registration required. The festival was planned in response to employee interest in more opportunities to connect in a casual setting and was supported by the college’s unions and the Strategic Planning Collaboration Work Team.

October BOT Meeting

Presentation: Rehmann, the college’s audit firm, will present the 2024-25 financial statements and outcome of the audit.

Purchases slated for next month include:

- Team Dynamix contract renewal - service desk ticketing system
- IAM (Identity Access Auditor Management System)
- Leganto Course Material List
- Student Identity Verification and fraud prevention software

Administrative Items slated are:

- Needs Assessment Contract in response to Utilization Study
- HVAC Roof Top Unit Equipment for the MAC building (CS)
- East Campus Lighting Controls

Discussion:

Chairperson Lorenzo asked if the needs assessment will include a survey of the college property. President Sawyer explained that boundary surveys were last completed in 2019 and 2020, and the college has discussed updating them to ensure accuracy. He added that the needs assessment ties into the master plan, building on prior facility utilization results and feedback from students and staff. This assessment will help guide decisions on how to most effectively use college space.

Trustee Cusumano asked about the financial impact of the potential 7% increase in the MPSERS obligation and whether it would exceed \$1 million. Libby responded that the current annual cost is about \$3 million, which President Sawyer confirmed.

6.2 Presentation

Jörg Waltje, dean, Learning Resources, Daniel Brengel, director, Academic Success Center and Clare Williams, project coordinator, Academic Success Center, presented on Supplemental Instruction & Tutoring. Four student tutors provided testimonies as well.

7.0 CLOSED SESSION

None.

8.0 ADJOURNMENT

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

MOTION CARRIED.

The meeting adjourned at 6:57 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES


Secretary