

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, December 17, 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

Absent:

Frank Cusumano, Trustee
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
Catherine Parker, Associate Dean, Humanities
Marie Pritchett, Dean, Arts and Sciences.
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 Dean, to approve the agenda as presented.

ALL IN FAVOR:

AYES: DiMaria, Dean, Vitale, Lorenzo

NAYS:

ABSENT: Cusumano, Flynn, Viviano

MOTION CARRIED.

4.0 AUDIENCE PARTICIPATION

None.

5.0 REVIEW OF AGENDA ITEMS AND MATERIALS

Trustee Dean requested clarification on Item 11.3C regarding how the loudspeaker function operates. President Sawyer stated that the Cisco phones serve as the loudspeakers and are located throughout the College, including offices, classrooms, and the tunnels at South Campus.

Trustee Vitale requested clarification on the payroll stub allowance for the residency policy. President Sawyer stated that it may be accepted if the student's home address is listed.

Trustee Dean asked whether the student success system (Civitas) was created in response to the pandemic. President Sawyer stated that it was not; however, Higher Education Emergency Relief Fund (HEERF) funding was used for the initial purchase. Carrie Jeffers, Vice President of Student Services, added that the Colleague system was no longer going to support the academic alert system, and Civitas was able to accommodate this loss along with the other benefits listed.

6.0 ISSUES AND UPDATES

6.1 President's Report

Enrollment Update

As of Monday, Winter, 2026 credit hours are up 9.3% compared to last year, headcount is up 4.9 %.

Personnel

New Hires: Wendy Kane, Director of Engagement Services, MCAAP

Tentative Agreement with the Police Officers Labor Council – Command Officers (“POLC-CO”)

Designation of Emeritus Status – Janet McKenney

Purchases

11.3A - Student Success System

11.3B - Renewal of Intranet Platform for Faculty, Staff and Students

11.3C - Singlewire – Fusion Emergency Messaging Software License Renewal

11.4 - College Wide Elevator Code Compliance Upgrades & Modifications

11.5 - Center Campus S Building Rooftop Unit Replacement and HVAC Controls upgrades

Administrative – Action Items

A water main break occurred at South Campus on Friday, December 5, involving an underground pipe near the A and C buildings. Repairs totaled approximately \$20,000. The M3 commencement ceremony was relocated to the T Building, and the campus reopened in time for Saturday events.

President Sawyer noted that Oakland University experienced significant issues with its heating system, resulting in several weeks of unplanned downtime, and that the system was reported to be functional again as of the previous day. President Sawyer thanked the Board for its continued support of infrastructure and facility maintenance expenditures and emphasized the operational disruption that can occur when building systems are not adequately maintained.

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Policy Actions

12.1A - Residency Policy - Second Reading

Budget Revision

Included in the packet was the revised budget for fiscal year 2026. Administration reported a balanced budget, with revenues exceeding expenditures by \$77,942. Total revenues were reported at \$168,683,895. Administration also reported FYEs of 11,800, approximately 6% higher than originally forecasted.

Commencement

Commencement was held at the Macomb Center for the Performing Arts on Saturday, December 13, 2025, with two ceremonies. Appreciation was extended to Trustee Vitale for attending, and it was noted that her daughter, Camille, graduated. The commencement ceremony will be returned to the Sports and Expo Center in May 2026 following the completion of the major renovation.

Celebrations

- Police & Fire Academy Graduation
- Pinning ceremonies for Dental Assisting, Nursing and Medical Assisting
- M3 Graduation

Winter Season Celebration

The Winter Season Celebration was held on Friday, December 5, at the Lorenzo Cultural Center for all employees, with approximately 300 attendees. Feedback from the event was very positive.

Career Quest

President Sawyer reported that the College had strong participation in Career Quest, held on November 18 in Novi, described as a premier career event in Southeast Michigan with approximately 7,000 high school student participants. President Sawyer expressed appreciation to faculty and staff for their efforts in supporting the event and providing hands-on displays, simulators, and virtual reality experiences to connect students with career and technical education opportunities and highlight Macomb programs.

Revised rental agreement prohibiting use of college in advertisement

Trustees expressed concern regarding third-party renters advertising events in a manner that could imply the event is College-run or College-sponsored. General Counsel has drafted contractual language to prohibit such representations, and the new language has been added to the College's template rental contracts.

Camera Installation Update

President Sawyer referenced the Board's January 2025 approval of the installation of a new and expanded camera system. He reported that approximately 60% of cameras have been mounted and

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47% are aimed and recording, with work currently underway at South Campus. President Sawyer stated that the project is anticipated to be completed and fully operational by March 2026. He also referenced the mass shooting at Brown University to emphasize the importance of the camera investment for campus safety.

Interaction with the President

President Sawyer reported that a third virtual chat was held on December 3, with approximately 80 participants, noting that attendance was slightly lower than prior sessions but that the chat went well. President Sawyer also reported that one breakfast and one lunch have been held, with smaller group participation. He stated that the next breakfast is scheduled for January 28 and the next virtual chat for February 4, and that these opportunities will continue on a periodic basis as long as there is interest.

M3 Update

President Sawyer reported that the Navy requested a delay or postponement of the February 2026 welding cohort due to job placement concerns. He stated the College is working through the issue, will provide updates after an upcoming meeting, and noted that the CNC machining portion continues without issues.

Food Pantry

President Sawyer provided an update on the food pantry, reporting 166 visits so far this semester, a 47% increase over the same time last year. He noted the importance of having the service available for students and their families.

K-12 Relations

President Sawyer reported that the K-12 Relations team visited five middle schools over the past month to strengthen early connections and increase awareness of dual enrollment opportunities beginning in ninth grade. He also noted staff participation in Youth Community Schools Pathways to Success Day, new dual enrollment opportunities with Utica High School and Clintondale High School, and ongoing exploration of a health pre-apprenticeship program with Clintondale Community Schools to support growth in healthcare apprenticeships.

January BOT Meeting

Presentation: 2026-27 Budget Planning

Purchases:

- Patient Simulators – Perkins Funded
- Training Ammunition Combat Structure – Perkins Funded

6.2 Presentation

Marie Pritchett, dean, Arts and Sciences and Catherine Parker, associate dean, Humanities, presented an overview of the Associates of Fine Arts Degree.

Trustee Vitale emphasized that while the College prioritizes employment outcomes, it must also support students pursuing fine arts, music, and dance by strengthening career planning and pathways. She noted that the arts offer viable opportunities and highlighted Macomb's strong artistic legacy, including notable artists such as David Barr.

Trustee Dean asked when the proposed program would begin and confirmed it is a two-year degree. Dr. Pritchett stated that the proposed start date is Fall 2026 and confirmed it is a two-year degree program.

7.0 CLOSED SESSION

None.

8.0 ADJOURNMENT

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

MOTION CARRIED.

The meeting adjourned at 6:32 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES



Secretary