

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, December 17, 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 7:30 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

Jeffrey Steele, General Counsel

Patsy Tannahill, Executive Assistant to the President and Board of Trustees

3.0 APPROVAL OF AGENDA

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

ALL IN FAVOR:

AYES: Dean, DiMaria, Vitale, Lorenzo

NAYS:

ABSENT: Cusumano, Flynn, Viviano

MOTION CARRIED.

4.0 APPROVAL OF MINUTES

4.1 Information Session Minutes, November 19, 2025

4.2 Closed Session Minutes, November 19, 2025

4.3 Regular Meeting Minutes, November 19, 2025

MOTION by DiMaria, supported by Vitale, to approve the minutes of the November 19, 2025, information session, closed session and regular meeting, as read.

ALL IN FAVOR:

AYES: DiMaria, Vitale, Dean, Lorenzo

NAYS:

ABSENT: Cusumano, Flynn, Viviano

MOTION CARRIED.

5.0 BOARD OF TRUSTEES REPORTS (verbal)

5.1 Board of Trustees Reports

Trustee Vitale commended the commencement ceremony held on Saturday, December 13, 2025, describing it as stellar and phenomenal. Trustee Vitale also noted that the student speakers shared moving stories.

6.0 PRESIDENT'S REPORT (verbal)

President Sawyer recognized Deborah K. Mende, executive director, Office of the President, for her years of dedicated service to the college community and congratulated her on her retirement.

President Sawyer thanked the Board for their support throughout the year and expressed appreciation to the staff, extending well wishes for the holiday season.

7.0 FINANCIAL REPORTS

7.1 Financial Statement – November 30, 2025

MOTION by DiMaria, supported by Dean, to receive and file the financial statements for the five months ended November 30, 2025.

ALL IN FAVOR:

AYES: DiMaria, Dean, Vitale, Lorenzo

NAYS:

ABSENT: Cusumano, Flynn, Viviano

MOTION CARRIED.

7.2 Investment Report – November 30, 2025

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

ALL IN FAVOR:

AYES: DiMaria, Dean, Vitale, Lorenzo

NAYS:

ABSENT: Cusumano, Flynn, Viviano

MOTION CARRIED.

7.3 Financial Reports & Analyses: Revised 2025/2026 General Fund Budget

MOTION by DiMaria, supported by Vitale, that the Board of Trustees adopt the amendment to the approved general appropriations resolution for 2025-2026 as presented.

ALL IN FAVOR:

AYES: DiMaria, Vitale, Dean, Lorenzo

NAYS:

ABSENT: Cusumano, Flynn, Viviano

MOTION CARRIED.

8.0 AUDIENCE PARTICIPATION (verbal)

None.

9.0 PERSONNEL REPORTS

9.1 New Hires

9.1A. Wendy Kane, Director of Engagement Services, MCAAP

MOTION by Dean, supported by Vitale, that the Board of Trustees approve the personnel action for Wendy Kane, Director of Engagement Services, MCAAP.

ROLL CALL VOTE:

AYES: Dean, Vitale, DiMaria, Lorenzo

NAYS:

ABSENT: Cusumano, Flynn, Viviano

MOTION CARRIED.

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

MOTION by DiMaria, supported by Dean, that the Board of Trustees adopt the tentative agreement for the Collective Bargaining Agreement with POLC-CO commencing on January 1, 2026, and ending on December 31, 2028.

ROLL CALL VOTE:

AYES: DiMaria, Dean, Vitale, Lorenzo

NAYS:

ABSENT: Cusumano, Flynn, Viviano

MOTION CARRIED.

9.3 Designation of Emeritus Status

MOTION by Dean, supported by DiMaria, that the Board of Trustees confer the appropriate emeritus title of the retiree, Janet McKenney.

ROLL CALL VOTE:

AYES: Dean, DiMaria, Vitale, Lorenzo

NAYS:

ABSENT: Cusumano, Flynn, Viviano

MOTION CARRIED.

10.0 REPORTS OF ADMINISTRATION – INFORMATION ITEMS (none)

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS

11.1 Donations – November 30, 2025

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

ALL IN FAVOR:

AYES: DiMaria, Vitale, Dean, Lorenzo

NAYS:

ABSENT: Cusumano, Flynn, Viviano

MOTION CARRIED.

11.2 Change Orders (none)

11.3 Authorization for Purchases

11.3A Student Success System

MOTION by Dean, supported by Vitale, that the Board of Trustees authorize the Administration to renew a five-year contract, upon the approval of General Counsel, with Civitas Learning for a Student Success System in an amount not to exceed \$585,000.

ROLL CALL VOTE:

AYES: Dean, Vitale, DiMaria, Lorenzo

NAYS:

ABSENT: Cusumano, Flynn, Viviano

MOTION CARRIED.

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

MOTION by DiMaria, supported by Vitale, that the Board of Trustees authorize the Administration to enter a three-year contract, subject to the approval of General Counsel, with Interact Intranet, Inc. to renew licensing for the college's intranet platform used by faculty, staff and students in an amount not to exceed \$481,500.

ROLL CALL VOTE:

AYES: DiMaria, Vitale, Dean, Lorenzo

NAYS:

ABSENT: Cusumano, Flynn, Viviano

MOTION CARRIED.

11.3B. Singlewire – Fusion Emergency Messaging Software License Renewal

MOTION by DiMaria, supported by Dean, that the Board of Trustees authorize a 3-year software license renewal for the Singlewire - Fusion Emergency Messaging System in the amount of \$65,615 from Concourse Tech Inc.

ROLL CALL VOTE:

AYES: DiMaria, Dean, Vitale, Lorenzo

NAYS:

ABSENT: Cusumano, Flynn, Viviano

MOTION CARRIED.

11.4 College Wide Elevator Code Compliance Upgrades & Modifications

MOTION by DiMaria, supported by Vitale, that the Board of Trustees approve the College Wide Elevator Code Compliance Upgrades & Modifications project, proposed project budget as presented, and authorize the administration to solicit proposals, quotes and bids, and award contracts, subject to the review and approval of General Counsel, to the lowest qualified bidders that will provide acceptable quality, service and performance meeting College specifications.

DISCUSSION: Trustee Dean inquired whether alternative options would be available for elevators that will be offline. Williams Simonson, Executive Director of Facilities, stated that some buildings will not have elevator access and that classes will be relocated to support compliance with the Americans with Disabilities Act.

ROLL CALL VOTE:

AYES: DiMaria, Vitale, Dean, Lorenzo

NAYS:

ABSENT: Cusumano, Flynn, Viviano

MOTION CARRIED.

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

MOTION by DiMaria, supported by Vitale, that the Board of Trustees approve the proposed budget for the replacement of the center campus S building rooftop unit replacement and HVAC controls upgrades and authorize the award of contracts subject to the review and approval of General Counsel.

ROLL CALL VOTE:

AYES: DiMaria, Vitale, Dean, Lorenzo

NAYS:

ABSENT: Cusumano, Flynn, Viviano

MOTION CARRIED.

12.0 POLICY ACTIONS

12.1 Residency Policy - Second Reading

MOTION by DiMaria, supported by Dean, that the Board of Trustees adopt the second reading of the Residency Policy.

ROLL CALL VOTE:

AYES: DiMaria, Dean, Vitale, Lorenzo

NAYS:

ABSENT: Cusumano, Flynn, Viviano

MOTION CARRIED.

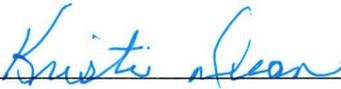
13.0 ADJOURNMENT

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

MOTION CARRIED.

The meeting adjourned at 7:48 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES



Secretary