

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, March 18, 2026, 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

Joan Flynn, Trustee

Vincent Viviano, Trustee - arrived at 6:45pm

Also present:

James Sawyer, President

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

Nicole McKee, Director, Government and Institutional Relations

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 Cusumano, supported by Flynn, to approve the agenda as presented.

ALL IN FAVOR:

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

NAYS:

ABSENT: Viviano

MOTION CARRIED.

4.0 AUDIENCE PARTICIPATION

None.

## 5.0 REVIEW OF AGENDA ITEMS AND MATERIALS

Trustee Dean asked how the APT Industrial Learning System Workstations integrate in to the workplace. Mark Jewett, associate dean, stated it integrates with the robotics lab and PLC controller equipment.

Trustee Dean asked how long the 2026 annual renovation program was. William Simonson, executive director, stated it will last about 18 months.

Trustee Dean asked whether the college anticipates any issues with residents in relation to the tactical driving course. President Sawyer stated that there is potential for some concerns.

Trustee Flynn stated all purchases are sole source and located outside of Michigan.

Trustee Vitale asked whether there were other possible uses for the property instead of the course, how important it was to have it located on campus, and whether noise could be a concern. President Sawyer stated that the program needs a location and is currently operating at Selfridge. He stated it is unlikely the college will be able to remain there due to planned runway renovations to support the F-15 and a new tanker mission. The college needs to identify an alternative location and that, since the property is college owned, it makes sense to evaluate it as a possible option.

Trustee Dean asked whether the parking lot was an option, and President Sawyer stated they had considered it but determined it is not viable.

Trustee Flynn praised the sabbatical report by Amine Rahmouni El Idrissi and said she felt like she was on the journey.

## 6.0 ISSUES AND UPDATES

### 6.1 President's Report

#### Closed Session

We do need to have a closed session to discuss a written attorney-client memo that is considered material exempt from discussion or disclosure by state or federal statute pursuant to MCL 15.268(h).

#### Enrollment Update

As of Monday, Winter, 2026 credit hours are up 4.4% compared to last year, headcount is up 1.4 %.

#### Personnel

- Marc Smith, Director of the Academic Success Center, MCAAP
- Theresa Piepszak, IT Delivery Lead, MCAAP
- Selection of Presidential Delegate
- Resolutions of Appreciation for Retirees

#### Administrative – Information Items

- Update on YuJa Panorama Accessibility Software – contract addition
- Sabbatical Leave Report for 2025/2026

Administrative – Action Items

- 2026 Annual Renovation Program
- Architectural and Engineering Services for Construction of Emergency Vehicle Operation and Tactical Driving Course at Center Campus

Purchases

- Avkin Wearable Patient Simulators — Perkins Grant Fund
- MSA Self-Contained Breathing Apparatus Equipment - Perkins Grant Fund
- APT Industrial Learning System Workstations
- Renewal of Ellucian Student and Business System Software Subscription Agreements

Policy Actions

- Awarding of Associate Degrees & Academic Certificates - Second Reading

Because of these changes, the auto awarding of degrees and the credentialing project, the college will begin to see an increase in graduation rates over the next few years.

Workforce Pell

Significant work remains both at the college and state level to enable Macomb students to use Workforce Pell in Fall 2027.

MI Reconnect Success Rate

Macomb's MI Reconnect success rate (credential or transfer to 4-year) was 41.3%, exceeding our target of 37.7% to meet legislative requirements.

Macomb Expression

On February 22, the Macomb Expressions competed in an International Championship of Collegiate A Cappella competition in Ann Arbor and won the Choreography Award.

Highly Established Action Plan Seal for the 2026 election cycle from Civic Nation

The college received the Highly Established Action Plan Seal from Civic Nation for its commitment to nonpartisan student voter engagement, with thanks to the Civic Engagement Committee and the student led alliance, especially faculty member Ryan Kostanecki.

Achieving the Dream

The college was named an Achieving the Dream Leader College.

MCCA Winter 2026 Student Success Leadership Institute

MCCA cohosted a professional development opportunity with the Ohio Higher Education System office and several members of PC and Leadership Academy participated. Louisa Krause, director, Center for Teaching and Learning, so-presented a session on innovative classroom practices.

D3C3 Update

Jill Thomas Little's resignation is effective March 27. Her work will be redistributed for the remainder of the grant period, which ends July 31.

Interaction with Executive Administration

A Town Hall was held on February 26 and was hosted by Dr. Carrie Jeffers and President Sawyer. Dr. Jeffers presented the new holistic student support system. Approximately 230 people attended. Dr. Jeffers will present a condensed version of this information to the Board of Trustees in April.

K-12 Relations

The college is working on a CTE partnership with MISD focused on three areas: welding, mechatronics, and climate control. This partnership would allow high school students to come to campus to take these courses. The college hopes to pilot the program in the fall.

They visited L'Anse Creuse North, where they interacted with nearly 200 students and discussed dual enrollment opportunities, Advanced Placement, and how credits earned at the college can transfer.

The statewide articulation agreement for mechatronics has been finalized. This marks the college's eighth statewide articulation agreement.

Summer Career Academies

Nine academies are being offered, including two new Art camps and a PT/OT Camp that will run the week after Camp Scrubs, giving students an even deeper dive into the world of medical careers.

Engineering and Advanced Technology Update

On February 12, Macomb conducted a Fluid Power Challenge Workshop at south campus for 150 6th grade students from Warren Consolidated School District.

Business, Culinary, & IT

Fueling IT Grant was extended to August 31, 2026.

On February 25, the Culinary Department hosted a specialty fundraising dinner with each course offering a wine pairing.

Discover Macomb

The college hosted the largest Discover Macomb event since COVID on March 7 at South Campus. Representatives from all program and service areas were available to assist prospective students and their supporters.

Legal Update

The Department of Labor investigated our Family Medical Leave Act (FMLA) Policies. We passed the inspection but agreed to make one small change to our FMLA documentation.

The Michigan Department of Civil Rights dismissed a disability discrimination claim filed by a former student. The department conducted a full investigation and found no evidence of discrimination or wrongdoing.

Lorenzo Cultural Center Spring Exhibit

This year, 2026, marks the 250th anniversary of the signing of the Declaration of Independence and allows the opportunity to reflect on a long period of revolution in American history.

Adjunct Faculty Development Day

Held on February 13, brought together over 70 adjunct faculty members and administrators for a day of professional growth and community building.

April BOT Meeting

Presentation: Dr. Carrie Jeffers - Holistic Student Support System.

Purchases:

Motion Control Training Systems (Perkins) – Jewett \$81K

**6.2** Presentation

IT Update - Michael Zimmerman, chief information officer

DISCUSSION:

Trustee Vitale asked for examples of how artificial intelligence tools the college cannot currently access could improve efficiency or result in cost savings. Zimmerman explained that the current Ellucian system requires users to manually input data and complete multiple steps to make purchases or generate reports. With AI functionality, users could instead verbally request a report. He noted that tasks that previously required hours of staff time to develop reports could be completed much more efficiently using AI. The report would still need to be reviewed for accuracy.

Chairperson Lorenzo asked for clarification that the request is for \$12.4 million over 10 years and noted that the total cost is not final because secondary labor and professional service costs are still unknown. Zimmerman confirmed and stated he could provide an estimate. He noted the college is still working through the details but is using comparable institutions as a reference point, including Oakland Community College, which is similar in size and currently implementing a similar system. He stated their one time implementation costs appeared to be approximately \$1.5 million to \$2 million but cautioned that this is only a preliminary estimate and may change as more information becomes available.

Trustee Dean asked who would be working on the transition. Mr. Zimmerman stated it would be a combination of internal staff and contracted services.

Trustee Dean asked whether the college should expect similar complications during the transition from the current on-premise system to a cloud-based system, such as data mismatches and issues related to past customizations. Zimmerman stated that a secondary project will address those challenges, including de-customization and data cleanup. He explained that this work is part of the transition process to Software as a Service (SaaS).

Trustee Dean asked how long the process is expected to take. Zimmerman responded that the project is estimated to take approximately two and a half years, beginning in June 2027. He also noted that the

board previously approved a related project and that some of the cleanup work has already begun to help reduce the timeline, cost, and risk associated with the transition.

Trustee Vitale asked whether there would be a training period for staff. Zimmerman confirmed that training would be part of the rollout plan and the transition to the Software as a Service (SaaS) platform. He explained that many of the core features and fundamental processes will remain the same, but training will focus on enhancements, including artificial intelligence tools and interface improvements designed to increase efficiency.

Trustee Vitale also asked about training for faculty and adjunct faculty. Zimmerman responded that similar training would be provided. He noted that while faculty use the system less extensively than administrative staff, they rely on it for grading, course selection, and class rosters. He added that specific details may evolve over time, but training for all users will be included as part of the implementation process.

Renovation Update - William Simonson, executive director, Facilities and Plant Operations

DISCUSSION:

Trustee Vitale asked about the origin of the Facilities Condition Index (FCI), specifically whether it is an industry standard or a state legislative requirement. Simonson explained that the college is required to complete a facilities assessment and a five year capital outlay plan. As part of that process, the college uses the Facilities Condition Index report, which is prepared by an architectural and engineering firm. He stated the firm conducts inspections of college facilities, identifies deficiencies, and assigns costs based on replacement values. The cost of deferred maintenance is then compared to the replacement value of the building to calculate the FCI percentage. He added that this report supports transparency reporting requirements and helps guide the college's five year capital planning. He noted the study is typically updated every five years and is expected to be completed again around 2028.

Trustee Vitale also asked about the timeline for pending legislative approval related to a capital outlay construction project. President Sawyer explained that the planning authorization is set to expire in September 2026. He noted that without approval, the college could be required to restart the process, which could jeopardize future funding. He stated that discussions with legislators are ongoing but depend on the state budget process. Simonson added that it would be very disappointing if the approval was not received.

Trustee Cusumano asked about the facility utilization study conducted by Plant Moran and whether the final report had been shared with the Board. Mr. Simonson confirmed the study was completed and presented last March but indicated he would need to confirm whether the final report was formally distributed. President Sawyer stated the college considered the study results when making renovation decisions, noting that the college is not investing in spaces that are underutilized. He explained that the current presentation focused only on planned projects and not on unused spaces.

Trustee Cusumano asked whether a list of underutilized spaces exists in the report. President Sawyer responded that they would need to verify that information.

Trustee Vitale asked whether the proposed site for the Tactical Driving Course could be used for other purposes and requested more information about site selection when the project is presented. Simonson explained that this will be evaluated during the study phase, including possible alternative locations, permitting requirements, code considerations, and whether public comment will be required. He noted the proposed site appears to be a strong location and an appropriate use of the property.

Chairperson Lorenzo asked whether the course needs to be located near other facilities. Simonson stated proximity to the Public Service Institute at Center Campus is beneficial.

Trustee Cusumano asked whether other community colleges could potentially use the facility for a fee. President Sawyer confirmed that would be possible.

**7.0** CLOSED SESSION

MOTION by Dean, supported by Flynn, to go into closed session in order to discuss a written attorney-client memo if it is considered material exempt from discussion or disclosure by state or federal statute pursuant to MCL 15.268 (h).

ROLL CALL VOTE:

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

NAYS:

ABSENT: None.

MOTION CARRIED.

**8.0** ADJOURNMENT

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

MOTION CARRIED.

The meeting adjourned at 8:30 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES

  
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Secretary