

REPORT OF MINUTES

BOARD OF TRUSTEES REGULAR MEETING

BAY de NOC COMMUNITY COLLEGE
Catherine Bonifas Board Room (201D)
Escanaba, MI

June 20, 2018

- I **CALL TO ORDER:** The meeting was called to order at 6 p.m. ET by Chair, Joy Hopkins.
- II **ROLL CALL:** Roll call was taken by Laura Johnson, Assistant Board Secretary.
- Members present: Tom Butch, Eric Lundin, Philip Strom, Steve Davis, Terri Mileski, Joy Hopkins
- Member absent: Bill Lake
- Administration: Matt Barron, Travis Blume, Kevin Carlson, Kim Carne, Laura Coleman, Joseph Mold, Christine Williams
- Faculty: Molly Campbell
- Guests: *Daily Press:* Jordan Beck
- BPA Students: Tristan Kuntze, James McNeil, Maia Roll
- Hannahville Indian Community:
Scott Herioux, CFO;
Kenneth Meshigaud, Tribal Chair;
Tonto Wandahsega, Tribal Council Member
- Blomquist Architects: Mark Blomquist
- Northern Lights YMCA:
Gary Nash, Executive Director;
Hadele Peacock, Membership/Marketing
Caren Salo, Fund Development Director;
- Recorder: Laura Johnson, Assistant Board Secretary
- III **CITIZEN
INTRODUCTIONS
AND COMMENTS:** Joy Hopkins announced attendees.

IV APPROVAL OF AGENDA:

The agenda stood as presented.

V DECLARATION OF INTEREST:

None

VI CONSENT AGENDA:

The consent agenda included minutes from the Special and Regular Meetings on May 16, the Special Meeting on May 30, and grant awards from the Hannahville Indian Community for improvement of the Gymnasium for \$25,000 and Perkins for Career & Technical Education for \$142,175, for approval.

It was motioned by Steve Davis and seconded by Tom Butch to:

“Approve the Consent Agenda for the Board of Trustees Regular Meeting on June 20, 2018, as presented.”

No discussion. Motion carried unanimously.

VII CLOSED SESSION MINUTES:

The Closed Session Minutes from the Regular Meeting on May 16 and the Special Meeting on May 30 were provided to trustees with time for review.

It was motioned by Tom Butch and seconded by Terri Mileski to:

“Approve the Closed Session Minutes from the Regular Meeting on May 16, 2018, and the Special Meeting on May 30, 2018, as presented.” No discussion. Motion carried unanimously.

VIII PRESENTATIONS:

A TORCH Award:

Dr. Coleman presented the quarterly TORCH award to Joseph Mold, Director of Online Learning & Instructional Design, and acclaimed his leadership of OER (Open Educational Resources) that has saved Bay students over \$300,000 in book costs throughout recent years.

Matt Barron, VP of Academic Affairs, shared that Joseph has brought Bay to a level of national excellence in online learning. He brought Quality Matters certification to Bay and has provided strong support to faculty who teach online. Because of his efforts, we have an incredibly successful and high quality online program. The gap in pass rates between Bay’s online students and traditional classroom students has been reduced significantly due to his leadership. Faculty members respect Joseph’s experience, training and instructional design abilities. The OER work was done

by many but Joseph led the efforts, helping make Bay a nationally recognized leader. Bay has 31 courses and over 80 credit hours available to students with OERs that cost them nothing. Joseph is also leading efforts with Edie Erickson to improve the accessibility of our online courses.

B BPA National Leadership Conf:

Tristan Kuntze, representing Bay's Business Professionals of America (BPA) chapter, added that his experience with OER was very positive. The online resources were on par with textbook materials. He paid \$32 for books last year, and recognized these improvements in course materials since 2014 when he started at Bay as a dual enrolled student from Stephenson High School.

Tristan reported that all eight students who attended the BPA National Leadership Conference placed in the top 10 of their respective events. The BPA chapter at Bay provided them with the opportunity to compete with schools that incorporate BPA test material in their curriculum. He placed first in Parliamentary Procedure Concepts and fourth in Video Production Team.

Jim McNeil explained that students who place at the national level can participate in open events with over 100 competitors. He finished first in Management, Marketing and HR Concepts; third in Financial Math & Analysis; fourth in Business Meeting Management Concepts; seventh in Project Management Concepts; and ninth in Administrative Support Concepts. Jim stated that his competitors practiced and prepared all year while he, Tristan, and Maia Roll shared that the curriculum at Bay prepared them.

Maia placed eighth in Business Meeting Management Concepts and shared she could easily recall information she learned throughout her program's curriculum and is proud this knowledge was learned at a community college.

This was the first year a Dual Enrollment student competed in the conference. Renee Perrault, a junior from Escanaba Schools, placed fifth in Entrepreneurship for the business plan she created.

Trustees thanked the students for representing the College and extended congratulations.

**IX BOARD COMMITTEE
REPORT &
REQUIRED ACTION:**

None

X BOARD ACTION:

**A MOA with Hannahville
Indian Community:**

Ken Meshigaud, Tribal Chair; Scott Herioux, Tribal CFO; and Tonto Wandahsega, Tribal Council Member, of the Hannahville Indian Community presented the College with a Memorandum of Agreement to award the College \$4,813,064.00 to fund expansion and renovation of the College's gymnasium facility. The funds are awarded under the Consent Judgement which requires the Hannahville Indian Community to award one percent of their annual net winnings over the next twenty-four and one-half years, until November of 2042, to a local unit of state government located in the immediate vicinity of the Community's gaming operations for the purpose of financing a new project(s) that benefit the health, safety, and welfare of Michigan citizens.

The MOA requires the College to issue a bond to finance the construction project for \$3 million at 4% interest with payments made from the Tribe to the College to service the annual bond principal and interest payment.

Scott Herioux provided an overview of the Consent Judgement of March 15, 2017, which was negotiated as an addition to the 1993 Gaming Compact agreement between the Tribe and the State of Michigan. The Judgement changed the original agreement from eight percent of the Annual Net Win (gaming revenue) to the State to six percent and allows one percent of the Annual Net Win up to \$50 million to Travel Michigan (travel marketing for the U.P.) and one percent of the Annual Net Win up to \$50 million to a local unit of state government located in the immediate vicinity of the Community's gaming operations (i.e. Bay College) for the purpose of financing project(s) that benefit the health, safety, and welfare of the citizens of Michigan.

Ken Meshigaud stated that he has been the Tribal Chair for over 31 years and was involved in the first Compact Agreement. He thanked Scott Herioux for his work with Tribal Attorney, Tony Mancilla, in negotiating the Consent Judgement which took three and one-half years to negotiate. It was not an easy process and benefits their people and the people of surrounding communities. The Hannahville Indian Community supports their neighbors because, "good neighbors make for good lives". The Memorandum of Agreement was offered to help the College grow and their

Community to grow along with them. The Agreement is the Tribe's commitment to fund Bay College for the next 24.5 years so the College can accomplish the expansion and renovation of the gymnasium project.

Phil Strom stated he recognized all of the things in the past the Tribe has done for the College and that to be considered as a project means a lot to the Bay College community.

Tom Butch stated the College appreciates their relationship with the Tribe.

Ken shared he is excited about the conversations taking place with the College about program partnerships.

It was motioned by Terri Mileski and seconded by Tom Butch to:

“Accept the award of \$4,813,064.00 from the Hannahville Indian Community to fund expansion and renovation of the College’s gymnasium facility and to issue a bond to finance the construction project in the amount of \$3 million at 4% interest (the present value of \$4,813,064.00 discounted at the College’s borrowing rate of 4% over 24.5 years is \$3.0 million), with payments made from the Tribe to the College hereunder will be used to service the annual bond principal and interest payment according to an agreed upon amortization schedule.”

Steve Davis stated that we are a community college and this emphasizes “community” and that means a lot.

Roll Call:

Ayes: Eric Lundin, Philip Strom, Steve Davis, Terri Mileski, Tom Butch, Joy Hopkins
Nays: None
Abstentions: None

No further discussion. Motion carried unanimously.

Tonto Wandahsega, Tribal Council Member, thanked the College for their partnership.

The Memorandum of Agreement was signed by Tribal Chair, Kenneth Meshigaud and Board Chair, Joy Hopkins and photos were taken.

Representatives from the Hannahville Indian Community, Northern Lights YMCA, BPA students, and Joseph Mold, left the meeting.

Tom Butch asked if the motion should include acceptance of the MOA besides the award. The motion stated acceptance of the award with language from the MOA.

It was motioned by Terri Mileski and seconded by Tom Butch to:

“Amend the existing motion by adding, “as encompassed in the MOA” at the end. The amended motion read:

Accept the award of \$4,813,064.00 from the Hannahville Indian Community to fund expansion and renovation of the College’s gymnasium facility and to issue a bond to finance the construction project in the amount of \$3 million at 4% interest (the present value of \$4,813,064.00 discounted at the College’s borrowing rate of 4% over 24.5 years is \$3.0 million), with payments made from the Tribe to the College hereunder will be used to service the annual bond principal and interest payment according to an agreed upon amortization schedule as encompassed in the MOA.”

Roll Call:

Ayes: Philip Strom, Steve Davis, Terri Mileski, Tom Butch, Eric Lundin, Joy Hopkins
Nays: None
Abstentions: None

No further discussion. Motion carried unanimously.

B Blomquist Architects
1. Contract for Services:

Joy stated the contract for Architectural Services from Blomquist Architects for the expansion and renovation of the College’s gymnasium/athletics building for \$82,500 was recommended by Administration for approval.

Tom Butch sought clarification of the services covered. Mark Blomquist, Principal Architect, responded the contract is for Phase I of the College’s project which includes expansion and renovations for new locker rooms and space for administration and support. Future phases would expand areas for small group assembly, instructional space, alumni support, and a new lobby entrance to create an event environment for athletics. The ability to raise funding would determine the progression of the phases. The YMCA and the College have separate contracts with Blomquist Architects.

Mechanical and electrical engineering are included through occupancy of Phase I.

It was motioned by Phil Strom and seconded by Terri Mileski to:

“Authorize Architectural Services with Blomquist Architects for the expansion and renovation of the College’s gymnasium/athletics building in the amount of \$82,500.”

Roll Call:

Ayes: Philip Strom, Steve Davis, Terri Mileski, Tom Butch, Eric Lundin, Joy Hopkins

Nays: None

Abstentions: None

No further discussion. Motion carried unanimously.

2. Bid Procedures:

Mark Blomquist explained differences between fast track and traditional bid procedures for the gymnasium/athletic building renovation and expansion.

Based on discussion held, it was motioned by Phil Strom and supported by Eric Lundin to:

“Move forward with the fast track bid process.”

Steve Davis requested confirmation that the College has the option to withdraw from the fast track process. Mark Blomquist responded that if the College is not satisfied with results of the early (fast track) process in 60 days, it can drop back and bid out the entire project in January. He will make sure the RFP would allow for that and the College would not be charged the full additional ten percent fee.

No further discussion. Motion carried unanimously.

C Transaction Report:

There were no questions or comments on the Transaction Report ending May 31, 2018.

On a motion made by Tom Butch and seconded by Terri Mileski:

“The Financial Transactions for the month ending May 31, 2018, stand approved as presented to place on file.”

Roll Call:

Ayes: Steve Davis, Terri Mileski, Tom Butch, Eric Lundin, Philip Strom, Joy Hopkins

Nays: None

Abstentions: None

No discussion. Motion carried unanimously.

D Special Liquor License Request:

Joy stated permission to apply for a Special Liquor License to serve beer and wine for the Addison Art event on November 1, 2018, was requested. Dr. Coleman granted permission in compliance with Board of Trustees General Administration Policy 1018 Alcoholic Beverages. The Michigan Liquor Control Commission requires a resolution passed by a majority vote of the organization's board of directors granting permission to apply for a Special License.

It was motioned by Steve Davis and seconded by Tom Butch to:

“Approve the Certified Resolution of the Board of Directors Authorizing the Application for Special Liquor License found on page 21 of the June 20, 2018, Regular Board Meeting Report, for the event presented.”

Roll Call:

Ayes: Terri Mileski, Tom Butch, Eric Lundin, Philip Strom, Steve Davis, Joy Hopkins
Nays: None
Abstentions: None

No discussion. Motion carried unanimously.

E 2018-2019 MCCA Board of Directors Certification of Appointment:

Joy stated the Certification of Appointments to the 2018-2019 MCCA Board of Directors must be submitted to MCCA annually before July 15. Phil Strom serves as Trustee Director and Bill Lake as Alternate Trustee Director. Phil and Bill indicated their willingness to continue serving.

On a motion made by Terri Mileski and seconded by Steve Davis:

“The 2018-2019 Michigan Community College Association Board of Directors Representatives of Bay de Noc Community College were appointed as Laura Coleman, President Director; Philip Strom, Trustee Director; and Bill Lake, Alternate Trustee Director.” No discussion. Motion carried unanimously.

F Appointments to the Bay College West Advisory Board:

Joy stated four seats on the Bay College West Advisory Board were subject to appointment for two-year terms. Jon Harry, Bruce Ortttenburger, and James Rice agreed to continue serving. Debbie Bryant resigned at the end of her term effective June 30. Andrew Brisson, VP at Loadmaster Corporation, was recommended to replace her for the Business & Industry term she represented. These terms will end June 30, 2020.

It was moved by Phil Strom and seconded by Terri Mileski to:

“Approve the recommendation found on page 25 of the Board Report to appoint Jon Harry, Bruce Ortttenburger, James Rice, and Andrew Brisson, for two-year terms expiring on June 30, 2020, effective July 1, 2018.” No discussion. Motion carried unanimously.

XI UNFINISHED BUSINESS:

None

XII NEW BUSINESS:

None

XIII ADMINISTRATIVE REPORTS:

A President’s Report:

Student Success:

Dr. Coleman referred trustees to the CEPI data reported on page 29 of her report. CEPI (Center for Educational Performance and Information) collects data for success rates at Michigan two-year colleges. Bay has a higher success rate for all years in the comparison to all community colleges in the state. The College can be very proud of that and the culture of the College that students have the right to succeed and employees try to make sure they do.

B Academic Affairs:

Matt Barron, VP of Academic Affairs, reported:

Articulation w/NMU:

The College signed an articulation agreement with NMU for a BS degree in Applied Workplace Leadership. Students can earn up to 90 credits at Bay before transferring to NMU. The degree fills the need for non-traditional students who earned an AAS degree (i.e., technical and occupational programs) and want to become leaders in the workplace. The degree focuses on project leadership, critical thinking, and problem solving. Jeremy Belanger, Director of Transfer and Advising, did a lot of work on the articulation agreement. Recruitment and marketing efforts will begin soon.

- C Student Services:** Travis Blume, VP of Student Services, reported:
- Enrollment:*** Summer 1 & 2 enrollment remain consistent.
- Fall 2018 enrollment compared to this time last year is down four percent in headcount and five percent in contact hours.
- Enrollment efforts include texting campaigns and phone calls to all unregistered returning students besides new outreach efforts to students in specific programs and non-traditional students.
- Summer increases are attributed to the return of summer Pell Grants. Pell Grant students were notified of eligibility for summer courses.
- Housing:*** On campus housing is full. A contract has been secured with a local hotel for alternate housing. Plans for transportation with the Delta Area Transit Authority (DATA) and meals with Bay Café are underway.
- D Operations:** Christine Williams, VP of Operations, had nothing further to report.
- Eric Lundin acknowledged Chris for her work on all the facility projects she manages on campus and the high level of quality at which they are accomplished.
- E College Advancement:** Kim Carne, VP of College Advancement, reported:
- Marketing:*** A new *Career Focus* publication is in process. Over 49,000 copies will be delivered to homes throughout the Central U.P. and will serve as another recruitment tool.
- The new website project is making great progress and will go live on August 7.
- Foundation:*** A new Foundation brochure has been created.
- The annual Foundation Golf Outing will take place on July 19.
- F Finance, Training & Development:** Kevin Carlson, VP of Finance, Training & Development, reported:

**Workforce
Development:**

The Business After Hours event at West Campus was well attended by over 100 people; many of whom were on campus for the first time. The event was organized by Gina Wollner, Manager of Business Development & Community Engagement, in partnership with the Dickinson County EDA.

XIV MCCA UPDATE:

Phil Strom reported legislature activity included movement on the Medicaid Work Requirement Bill which requires healthy Michigan recipients to work 80 hours per month, with exceptions for the hours students are in school; the State budget was passed with community colleges receiving one percent of revenue sharing; and bills for survivors of sexual assault were passed as expected.

Dr. Coleman reported that capital outlay is on hold. It could be done during a lame duck session when leases need to be passed by large state departments.

Dr. Coleman added Administration is continuing to work with Student Suites on student housing and she will keep the Board updated.

XV OTHER:

None

XVI ADJOURNMENT:

It was motioned by Terri Mileski and seconded by Eric Lundin to:

“Adjourn the meeting.” No discussion. Motion carried unanimously. The meeting adjourned at 7:40 p.m. ET.

Laura L. Johnson
Assistant Board Secretary

6/21/2018
Completion Date

Approval Date

Joy Hopkins
Chair

Approval Date