

**REPORT OF MINUTES**  
**BOARD OF TRUSTEES**  
**SPECIAL MEETING (BUDGET HEARING)**

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

**June 20, 2018**

The meeting was called to order at 5 p.m. ET by Board Chair, Joy Hopkins.

Roll call was taken by Assistant Board Secretary, Laura Johnson.

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

Member absent: Bill Lake

Administration: Travis Blume, Kevin Carlson, Laura Coleman

Faculty: Molly Campbell

Guests: *Daily Press*: Jordan Beck

Arrived at 5:16 p.m. - Northern Lights YMCA:  
Gary Nash, Executive Director;  
Caren Salo, Fund Development Director;  
Hadele Peacock, Membership/Marketing

Recorder: Laura Johnson, Assistant Board Secretary

### **1. Incompatible Offices**

Phil Strom announced that he is confident in the response he received from legal counsel there is no incompatibility issue for him to continue serving as a college trustee. He requested a review of that opinion by the Attorney General's office to confirm the opinion. Based on the legal summary, he is comfortable performing all duties of a trustee, including voting. If the Attorney General disagrees with the current legal status, he will reconsider his position.

### **2. Budget Hearing**

Joy Hopkins turned the meeting over to Kevin Carlson, VP of Finance, Training, and Workforce Development, to review the budget assumptions.

The 2018-19 budget was similar to last year and included no large changes.

- Tuition rates increased \$5 for Delta County; \$7 for Dickinson County; \$8 for in-state; and \$10 for out-of-state residents. Fees remained the same.

- Salaries and wages increased 1.5% overall for staff and administration and according to contractual agreements for full and adjunct faculty. The adjunct faculty have not voted on their contract yet.
- Health care costs remain the same until the plan year changes January 1.
- Revenues include a slight increase in appropriations of almost 1%. The Personal Property Tax is not settled and the College budgeted for the minimum amount to be received. Property tax revenue increased 1.2%.

### **A. Tuition and Fees**

Kevin confirmed that the tuition increase for Dickinson residents is lower than the increase for in-state residents. The increase was made to stabilize that rate and reflects rounding of the percent increase.

Discussion was held about the impact of athletic students on enrollment. Without having the new athletes, numbers would have been down.

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

**“Adopt tuition rates for 2018-19 of \$124 for Delta County Residents, \$183 for Dickinson County Residents, \$213 for In-State Residents, \$260 for Out-of-State Residents and the fees as presented.”**

**Roll Call:**

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

**Nays:** None

**Abstaining:** None

No further discussion. Motion carried unanimously.

These rates for 2018-2019 tuition and fees were approved:

<b>2018-19</b>	
<b>Student Residency</b>	<b>Tuition Rate</b>
Delta County Residents	\$ 124
Dickinson County Resident	\$ 183
In-State Residents	\$ 213
Out-of-State Residents	\$ 260

### **Dual Enrollment Fees**

The College will continue to charge qualifying students under the Early College/Dual Enrollment program where Dickinson County school districts pay a rate of \$5 higher than the rate Delta County school districts pay in the Early College/Dual Enrollment program. Surrounding county Early College/Dual Enrollment students pay a rate of \$10 higher than the Delta County rate.

**Student Development and Success Fee**

All students must pay a \$7.00 per contact hour student development fee (up to a maximum of 16 contact hours per semester). The fees are used to fund many student events, academic support services, athletics and commencement. Payment of this fee entitles the student to reduced price tickets to all events provided by the Campus Activities Board.

**Technology Fee**

Students are charged a \$30.00 per contact hour technology fee for technology services including on-line support and using the Student Computing Centers (up to a maximum of 16 contact hours per semester).

**Facility Fee**

A \$13.00 per contact hour facility fee is charged to all students who are not residents of Delta or Dickinson Counties **and** who are attending classes at the Escanaba or West Campus (excludes clinics, co-ops, and internships).

**Transcript Fee**

A \$5.00 per transcript fee will be charged for each transcript requested.

**Course Specific Fees**

<b>Course</b>	<b>2017-2018</b>	<b>2018-2019</b>
<b>Art Fees</b> ( <i>per course</i> )		
• Intro to Art Design I & II	\$40	\$40
• Drawing I & II	\$40	\$40
• Painting I & II	\$40	\$40
• Ceramics I & II	\$40	\$40
• Sculpture	\$40	\$40
• Moldmaking for Glass I	\$40	\$40
• Digital Photography I & II	\$80	\$80
• Intro to Electronic Imaging	\$80	\$80
• Intro to Visual Structure	\$80	\$80
<b>Welding Fee</b>	\$20	\$20
<b>Course Fees</b>		
• ACCT 101	\$20	\$20
• ACCT 102	\$20	\$20
• ACCT 105	\$20	\$20
• ACCT 110	\$20	\$20
• ACCT 210	\$20	\$20
• ACCT 211	\$20	\$20
• ACCT 215	\$20	\$20
• ACCT 216	\$20	\$20
• ACCT 225	\$20	\$20

• BUSN 195 (Optional Digital Textbook fee)	\$80.44	\$80.44
• BUSN 242 (Optional Digital Textbook fee)	\$80.44	\$80.44
• BUSN 253 (Optional Digital Textbook fee)	\$80.44	\$80.44
• BUSN 260 (Optional Digital Textbook fee)	\$80.44	\$80.44
• BUSN 262 (Optional Digital Textbook fee)	\$80.44	\$80.44
• BUSN 263 (Optional Digital Textbook fee)	\$80.44	\$80.44
• CIS 101 (Optional Digital Textbook fee)	\$57.06	\$57.06
• CHEM 201	\$20	\$20
• CHEM 202	\$20	\$20
• CNSS 265	\$20	\$20
• BIOL 103	\$20	\$20
• BIOL 104	\$20	\$20
• BIOL 108	\$20	\$20
• BIOL 110	\$20	\$20
• BIOL 112	\$20	\$20
• BIOL 213	\$20	\$20
• BIOL 214	\$20	\$20
• BIOL 226	\$20	\$20
• CHEM 107	\$20	\$20
• CHEM 108	\$20	\$20
• CHEM 110	\$20	\$20
• CHEM 112	\$20	\$20
• CNSS 101	\$20	\$20
• CNSS 105	\$20	\$20
• CNSS 110	\$20	\$20
• CNSS 115	\$20	\$20
• CNSS 130	\$20	\$20
• CNSS 150	\$20	\$20
• CNSS 220	\$20	\$20
• CNSS 225	\$20	\$20
• CNSS 230	\$20	\$20
• CNSS 231	\$20	\$20
• CNSS 245	\$20	\$20
• CNSS 250	\$20	\$20

• CNSS 251	\$20	\$20
• CNSS 260	\$20	\$20
• CNSS 262	\$20	\$20
• CNSS 263	\$20	\$20
• CIS 130	\$20	\$20
• CIS 140	\$20	\$20
• CIS 240	\$20	\$20
• OIS 150	\$20	\$20
• CHEM 103	\$20	\$20
• WATR 230	\$20	\$20
• WATR 240	\$20	\$20
• WATR 250	\$20	\$20
• EDUC 202	\$0	\$10
• CHILD 125	\$0	\$10
• CHEM 104	\$0	\$20
• CJUS 130	\$0	\$130
• OIS 250	\$20	\$20
<b>Nursing</b>		
• NURS 114	-	\$250
• NURS 117	\$208	\$250
• NURS 130	\$415	\$480
• NURS 134	-	\$480
• NURS 142	-	\$444
• NURS 144	-	\$444
• EMT 110	\$148	\$133
• EMT 115	\$105	\$0
• EMT 130	\$148	\$0
• EMT 140	\$148	\$133
• PMED 212	\$116	\$102
• PMED 242	\$116	\$102
• PMED 280 ACLS Cert	\$5	\$10
• PMED 282 PALS Cert	\$5	\$10
• HLTH 271,272,273,274	\$206	\$129
• HLTH 146 Certification Cards	\$5	\$5
• HLTH 147 Cert Card – Heartsaver	\$5	\$20
<b>Other Fees</b>		
• Biology 276	\$23	\$0
• Fisdap Testing (EMT)	\$135	\$105
• Fisdap Testing (Paramedics)	\$215	\$143
• Nursing HESI Testing PN	\$250	\$354
• Nursing HESI Testing RN	\$685	\$798

• Nursing HESI testing RN Bridge	\$732	\$742
• EMT HESI	\$45	\$0
• EMT Students Insurance	\$17	\$17
• Paramedic Insurance	\$17	\$17
• Nursing Insurance	\$34	\$35
• Liability Insurance	\$17	\$17
• Allied Health CBC	\$135	\$129

### B. Millage Levy

Administration recommended the full allowable mills of 3.3076 be levied.

It was motioned by Eric Lundin and seconded by Steve Davis to:

**“Levy the full voted 3.5000 mills of the current voter millage, subject to such modification as imposed by the provision of Section 31 of the Constitution of the State of Michigan (Headlee Amendment):**

Type	Original Millage	Max Millage Allowable Under Headlee
Operating Mills	2.5000	2.3076
Debt & Capital Mills	<u>1.0000</u>	<u>1.0000</u>
Total	3.5000	3.3076”

Tom Butch confirmed that the Debt and Capital Mills were not subject to Headlee.

**Roll Call:**

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

**Nays:** None

**Abstaining:** None

No further discussion. Motion carried unanimously.

### C. Operating Budget 2018-2019

There was no additional discussion or questions on the 2018-2019 operating budget.

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

**“Approve the 2018-2019 operating budget as presented.”**

**Roll Call:**

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

**Nays:** None

**Abstaining:** None

No discussion. Motion carried unanimously.

### **3. Update from Northern Lights YMCA**

Gary Nash, Executive Director of the Northern Lights YMCA, introduced Caren Salo, Fund Development Director, and Hadele Peacock, Membership/Marketing.

Caren Salo shared the scope of their project for two levels of funding and construction.

The first phase of the project will include separate locker rooms for the Bay College Norse athletics program. The second phase will include a new Northern Lights YMCA gym, a fitness center, office renovations, and a new childcare center.

A feasibility study will soon be launched to determine if the project is feasible and determine what the community will support, the size of the project, and if it includes the community's needs. A market analysis of Delta County will also be conducted to determine demographics and how to develop donor relations and retention. A committee will be established with community leaders to act as an Advisory Committee to the YMCA Board.

The project's highest priorities would be accomplished as funds are raised.

An operational pro forma (internal study) will be done to ensure the plan could be managed and sustained. Conservative estimates are considered in projecting the number of new members and programs and operational changes and expenses.

The YMCA Board will evaluate the feasibility study findings before moving forward and coming back to the College Board to formally ask for permission to continue with the project.

Trustees extended thanks for the work accomplished on the project and sharing the information.

### **Adjournment**

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

**"The meeting was adjourned."** Motion carried unanimously. The meeting adjourned at 5:47 p.m. ET.

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Laura L. Johnson Assistant Board Secretary	06/21/2018 Completion Date	Approval Date
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Joy E. Hopkins Board Chair	Approval Date
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