

REPORT OF MINUTES

BOARD OF TRUSTEES REGULAR MEETING

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

April 17, 2019

- I CALL TO ORDER:** The meeting was called to order at 6 p.m. ET by Vice-Chair Tom Butch.
- II ROLL CALL:**
- Roll call was taken by Laura Johnson, Assistant Board Secretary.
- Members present: Joy Hopkins, Steve Davis, Phil Strom, Terri Mileski, Tom Butch
- Member absent: Eric Lundin
- Administration: Matt Barron, Travis Blume, Ruth Carlson, Kim Carne, Brooke Jorasz, Mike Pankow, Eileen Sparpana, Chris Williams
- Faculty: Karl Linderoth
- Guests: Bill Lake; Jordan Beck, *Daily Press*
Students: Lauren Frankenberg, Dayson Beaver, Liam Seppanen, Erin Linderoth
- Recorder: Laura Johnson, Assistant Board Secretary
- III CITIZEN INTRODUCTIONS AND COMMENTS:** Tom Butch requested attendees introduce themselves. There were no comments.
- IV APPROVAL OF AGENDA:** It was motioned by Phil Strom and seconded by Joy Hopkins to:
- “Approve the agenda for the Regular Board of Trustees meeting on April 17, 2019, as presented.”** No discussion. Motion carried unanimously.
- V CONSENT AGENDA:** The Consent Agenda included Meeting Minutes from the Special and Regular Board Meetings on March 20, and the Resolution of Appreciation for Bill Lake.

It was motioned by Joy Hopkins and seconded by Terri Mileski to:

“Approve the Consent Agenda for the Board of Trustees Regular Meeting on April 17, 2019, as presented.” No discussion. Motion carried unanimously.

VI PRESENTATIONS:

**A Baseball
Presentation:**

Baseball Coach Mike Pankow presented signed game balls from the games played in Florida to Trustees with thanks and appreciation for their support.

Trustees thanked Mike for the team’s initiatives. The first home baseball game is on April 20 at the Wells Sports Complex fields.

**B Employees in
New Positions:**

Travis Blume, VP of Student Services, introduced Ruth Carlson as the Director of Financial Aid and Brooke Jorasz as the Assistant Director of Financial Aid. Ruth and Brooke were promoted to these positions.

Ruth has worked in the Financial Aid Office for 16 years. She began her career in Financial Aid as a work-study student.

Brooke is also a Bay graduate and was a work-study student in the Nursing Department.

Trustees congratulated Ruth and Brooke on their new positions before they left the meeting.

**C Resolution of
Appreciation to
Bill Lake:**

Dr. Coleman read and presented the Resolution of Appreciation and a gift from the Board to Bill Lake for his 12 years of service on the Board of Trustees.

Bill shared he has served education in some capacity for 44 years and loved helping young people. He especially enjoyed his time on Bay’s Board.

Trustees thanked Bill for his service and all that he has done for Bay College and our students.

VII ADMINISTRATIVE REPORTS:

A President's Report: President Coleman reported:

Legislative Visits: Former Senator Mike Prusi, now the Director for the Governor's Northern Michigan office, met and toured the campus with Dr. Coleman on April 16. Dr. Coleman emphasized how the College has leveraged money from the State and through philanthropy for campus improvements. She asked for his assistance in supporting the College's request for capital outlay funding to remodel the Catherine Bonifas building.

Dr. Coleman will testify for our project's capital outlay funding, ranked first, in Lansing on April 24.

B Academic Affairs: Matt Barron, VP of Academic Affairs, reported:

Student Success: Former 2014 graduate, Andrew Peterson, will be honored as the 2019 Michigan Water Environment Operations Professional of the Year at their annual conference on June 25. Bay College faculty Larry Sundling will attend to represent the College.

Current automotive student, Devin Warner, took third place at the State Skills USA Competition the weekend of April 6 in Grand Rapids, MI. Bay College faculty Mike Gardner and Mark Highum attended and were involved in this statewide event representing the College.

EMT and Paramedic students placed Bay College in the Top Ten Best Pass Rates for 2018 throughout the State of Michigan.

C Student Services: Travis Blume, VP of Student Services, reported:

Summer Enrollment: Compared to this time last year, total contact hours are up 14% and up 12% compared to budget. The increase is driven by the cohort of nursing students at Bay College West. Summer 1 semester begins in a few weeks.

HS Juniors: The Admissions Office and DCCAN hosted 230 high school juniors on campus today to learn about the College and the application process. Escanaba, Mid Pen, and North Central sent their entire junior class. Other schools included BR-H, Big Bay, Engadine, Gladstone, Rapid River, and Stephenson.

D Operations:

Christine Williams, VP of Operations, reported:

Athletic Addition:

The concrete floor of the Athletic Addition will be poured tomorrow (April 18) which means everything underneath it has been completed. The budget is under by \$1,700 with one last award left to be made. Occupancy is scheduled for August before the semester begins.

Steve Davis requested a walk-through of the addition when it can be arranged.

**E College
Advancement:**

Kim Carne, VP of College Advancement, reported:

Foundation News:

Val Hickner will join the Foundation Board in May.

Kyra Beck was notified she received the Board Elite Scholarship by Admissions Director Jessica LaMarch during a visit to her home with an oversize check. The event was captured on video by Graphic Designer Dan Williams for promotional use.

F Business Office:

Eileen Sparpana, VP of Finance, reported:

- Operating revenues are on track compared to this time last year. Net revenues are within \$10,000 of last year.
- Operating expenses are about \$5,000 less than last year with most expense categories favorable to the prior year.
- Non-operating Revenue is less 9% compared to last year due to a timing difference in the \$518,000 payment expected from the State in May for Personal Property Tax. The payment has been decreased about \$100,000 less than last year.
- Cash on Hand is high now but will decrease in coming months due to revenue timing.
- Current Ratio is 4.6

It was motioned by Terri Mileski and seconded by Steve Davis to:

“Place the financial statements for the month ending March 31, 2019, on file.” No discussion. Motion carried unanimously.

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

None

IX BOARD ACTION:

A Transaction Report:

There were no questions or comments on the Transaction Report ending March 31, 2019.

On a motion made by Steve Davis and seconded by Joy Hopkins:

“The Financial Transactions for the month ending March 31, 2019, stood approved as presented to place on file.”

Roll Call:

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

Nays: None

Abstentions: None

Motion carried unanimously.

B Board Officers & MCCA Alternate:

Tom Butch suggested rotation of the officers and designation of the MCCA Board of Directors alternate be tabled for further discussion and exploration.

It was motioned by Terri Mileski and seconded by Steve Davis to:

“Support the recommendation to defer action on the Board of Trustees Officers and the MCCA Board of Directors Alternate Representative for the time being.” No discussion. Motion carried unanimously.

X UNFINISHED BUSINESS:

None

XI NEW BUSINESS:

Tom Butch stated letters of application have been received for the board vacancy and plans are being made to review them.

XII MCCA UPDATE:

Phil Strom reported he and Dr. Coleman attended the MCCA Spring Board meeting at Schoolcraft College in Livonia. Business discussed related to the Governor’s proposals outlined in her budget.

MCCA supports the 3% increase in operations funding for community colleges and the Governor’s statewide attainment goal of 60% college attainment by the year 2030, the proposed MI Reconnect and MI Opportunity Scholarship programs, and the policies to achieve those goals.

Other discussion included the taxes associated with fixing roads.

MCCA opposes the tuition restraint language recommended. Community colleges want to reserve their autonomy since they know their situation best and should not be restricted by the State.

Dr. Coleman added that the MCCA will sell their building to allow more time to focus on lobbying and other related activities and release them from landlord responsibilities to their tenants. The Spring Board meeting was well attended.

Joy expressed an interest in taking Bill Lake's place as the MCCA Alternate Representative.

It was motioned by Steve Davis and seconded by Phil Strom that:

“Joy Hopkins be named as the College’s alternate representative for the MCCA Board of Directors.” No further discussion. Motion carried unanimously.

XIII OTHER:

Birthday greetings were extended to Eileen Sparpana.

XIV ADJOURNMENT:

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

“Adjourn the meeting.” No discussion. Motion carried unanimously. The meeting adjourned at 6:35 p.m. ET.

Laura L. Johnson Assistant Board Secretary	Completion Date	Approval Date
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Thomas L. Butch Vice-Chair		Approval Date
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