

REPORT OF MINUTES

BOARD OF TRUSTEES REGULAR MEETING

BAY de NOC COMMUNITY COLLEGE
Besse Center Auditorium
Escanaba, MI

May 19, 2021

- I CALL TO ORDER:** The meeting was called to order at 5 p.m. ET by Chair, Steve Davis.
- II ROLL CALL:** Roll call was taken by Laura Johnson, Assistant Board Secretary.
- Members present: Tom Butch, Terri Mileski, Eric Lundin, Jeremy Nastoff, Joy Hopkins, Ken Groh, Steve Davis
- Members absent: None
- Administration: Matt Barron, Travis Blume, Kim Carne, Laura Coleman, Matt Johnson, Eileen Sparpana, Chris Williams
- Recorder: Laura Johnson, Assistant Board Secretary
- III CITIZEN INTRODUCTIONS AND COMMENTS:** None
- IV APPROVAL OF AGENDA:** The agenda stood as presented.
- V DECLARATION OF INTEREST:** None
- VI MINUTES:** The minutes from the Regular Board Meeting on April 21, 2021, were approved by unanimous consent.
- VII PRESENTATION:**
- A Athletic Update and Proposal:** Athletic Director Matt Johnson and VP of Student Services Travis Blume provided an update on Athletics and proposed the addition of volleyball as a female sport to begin fall 2022. The presentation slides are attached. Discussion included:
- Eileen Sparpana clarified indirect expenses in response to Jeremy Nastoff's question. Direct expenses are charged to Athletics for specific athletic expenses. Indirect expenses are shared expenses

with the campus such as overhead, depreciation on equipment, and support to Athletics from other departments.

The results of the Equity Audit to measure Title IX and Athletic Related Student Aid (ARSA) compliance were discussed. Athletic teams and program sizes need to reflect the student body demographics and are achieved through roster management and adding female only sports.

Eric Lundin added that although opportunities need to be limited to maintain compliance, they also need to be balanced to provide optimal coaching and mentoring for a positive athletic experience.

Matt Johnson shared the example of roster management between softball and baseball. The biggest difference between the two sports is the pitching requirements. Baseball rosters have to be almost double that of softball rosters because baseball requires more pitchers. Baseball pitchers must follow requirements for pitching and rest time to avoid injury. Softball pitching is a different style of pitching so only a few pitchers are needed on a roster.

Terri Mileski asked if the team rosters could be equal. Travis Blume responded that the equity number requirement is derived from our student body population. Bay has a higher female demographic so must have more female athletes.

Terri asked what response is anticipated for adding women's volleyball and how the equity challenge would be handled if the new sport is unsuccessful. Matt responded he has received multiple requests for the sport and given the popularity of it within the U.P., he thinks it will succeed.

Eric added he would not want to lose students by slimming down a roster for men and offset the equity challenge with a new program.

Matt added that the college volleyball season is in the fall. The roster size can be 14 but it can have more. Students were surveyed to determine their interest in adding potential new sports and 30% of the respondents were for adding volleyball compared to other sports. The request to add women's volleyball proposes a coach hired during 2021-22 to recruit and have the sport in place for competition beginning fall 2022.

Other potential sports investigated included: clay target, eSports, soccer, golf, bowling, and fishing. Trustees discussed these

opportunities and whether they would appeal to men vs. women. Jeremy requested statistics from other community colleges about the demographics and success of these sports; especially eSports.

Steve Davis asked if Matt foresaw any down side to adding women's volleyball. Matt responded he did not and is confident it would create an opportunity for our community.

Tom Butch asked what entity governs the Title IX equity regulations. Travis responded the governing body is the Office of Civil Rights (OCR). The College must document that athletic equity is monitored and a part of our continuous improvement to reach the 1% variance goal by balancing population and roster numbers. This will always be a moving target.

Eric added that although the College's ratio is not ideal for Title IX, it has succeeded in bringing more male students to Bay.

Ken Groh asked what happens if a school doesn't respond to the athletic equity requirements. Travis responded that complaints could be filed and the school could be fined, among other factors related to financial aid. Schools do not want to lose their ability to offer financial aid so it is very important to work toward compliance.

Travis also reported that when the men to women ratio is out of balance in sports, it also creates an imbalance in athletic related student aid (ARSA).

Steve confirmed the timeline proposed to add women's volleyball. A coach should be hired for fall 2021 to recruit during the fall volleyball season, set schedules, and have equipment in place for fall 2022. A full roster should be in place for the beginning of the season in fall 2022.

Discussion was held about the season timeframes, expenses, and interest levels for each of the other sports investigated.

Eric added he expects there will be a huge turnout for volleyball and it could even tip the roster equity the other way.

Steve asked if it would be possible to have two volleyball teams. Matt responded some schools have junior varsity and varsity teams.

Terri asked for additional time to consider the proposal. Trustees agreed to revisit the proposal to add women's volleyball for fall 2022 at the next regular meeting on June 16.

VIII **ADMINISTRATIVE REPORTS:**

A **President's Report:**

President Coleman reported:

State Appropriations:

The House Appropriations Subcommittee in charge of community colleges and universities published what they were recommending for community colleges and universities. The five big community colleges received enormous increases and rural community colleges were to receive enormous cuts over the next three years. Bay's net loss was about \$2.1 million. The revised formula was using FYES (fiscal year equated students) as the basis for the entire budget.

The MCCA, community college presidents, representatives and senators all added pressure on the Subcommittee. Dr. Coleman had one-on-one conversations with 14 legislators, most in Lansing.

When the Chair of the Subcommittee realized he could not pass it, he worked on changes. The changes he made gave a large community college an almost \$5 million cut with the rest of the colleges receiving large increases. All the presidents continued to pull together and worked with their legislators to oppose the change which resulted in appropriations increasing for all community colleges.

The House version with the increase is not expected to pass. The Senate Appropriations Committee also passed a budget with no increase for community colleges or higher education. The Senate as a whole, passed a bill that agreed with the Governor's proposed budget with community colleges getting a 2% increase across the board. The revenue forecasting committee meets this week and then the Senate and House will get together to determine what they will send to the Governor.

Dr. Coleman also talked to legislators about MI Reconnect. They feel MI Reconnect will get funded but it will be part of negotiations with the Governor over the next few months. The Senate included \$30 million while the Governor has requested \$120 million.

Dr. Coleman doesn't expect the state budget to be finalized by October 1, but does expect that many students enrolled in the Futures for Frontliners tuition program will be eligible for funding

through the MI Reconnect program. Student Services and Co-Advisors will be working hard with these students to make sure they get enrolled and stay enrolled. Many will also be eligible for scholarships and other grant funds.

Joy Hopkins reported that it is also likely the Pell Grant awards will be raised by the federal government.

Dr. Coleman emphasized that our lobbying firm, PAA, was very helpful in making the 14 appointments she had with legislators and attended the appointments with her to provide additional support.

Trustees acknowledged the good work done by Dr. Coleman and PAA in lobbying for the College.

B Academic Affairs:

Matt Barron, VP of Academic Affairs, reported:

Student Success:

The first indicator of student success for the winter 2021 semester is the 172 students on the Dean's List. The number is comparable to the fall semester and winter 2020. Other success indicators are being compiled to share soon.

Tom Butch shared that he was very impressed with how the College got through this year during the pandemic. He admitted he was very apprehensive but everyone at the College did an absolutely fantastic job. The College was never a hot spot for cases and was also the only community college with an enrollment increase for fall.

Matt added there was concern about student success due to many students quarantined, but even with all that, the number on the Dean's List was very impressive. Students were provided the support needed while quarantined.

C Student Services:

Travis Blume, VP of Student Services, reported:

Enrollment Reports:

Summer Enrollment:

- 4%+ contact hours
- 34%+ compared to budget last year

Registrations are ongoing for the second summer session. The final enrollment will solidify in upcoming weeks.

Fall Enrollment:

- 8%+ contact hours compared to last year day-to-day

There is still a lot of time left to register for fall semester. Enrollment trends were down through the summer last year and increased in August.

Dr. Coleman responded to Tom Butch about future COVID-19 protocols. The College is waiting for the new MIOSHA rules and the CDC recommendations for schools before determining the COVID-19 protocols going forward.

She is also watching what other Michigan schools are doing regarding vaccinations. There are three Michigan universities mandating vaccinations for those who work, live, or learn on campus.

Board Elite Scholars: Three Board Elite Scholarships were awarded to students for fall 2021. The students were notified Publisher's Clearing House Prize style. Two recipients were surprised at their homes and the other during a softball game.

D Operations: Chris Williams, VP of Operations, reported:

Infrastructure Project: The JCI infrastructure project is back on schedule with many delays caught-up.

The large project to replace the pneumatic control systems with digital controls received five bids:

- Automated Energy Solutions (AES-Midwest.com), Green Bay, WI
- Automated Comfort Controls, Appleton, WI
- Green Building Automation, Portage, MI
- Johnson Controls, Greenville, WI
- UHL Company, Maple Grove, MN

The bids are being reviewed to make sure they meet the qualifications and a vendor will be selected by May 21. The one-year project will start immediately. All bids came in under the project budget so the pneumatic control systems can be updated for the entire campus at the same time.

Joy Hopkins commented that hacking is becoming more sophisticated. Chris responded that systems are in place with additional tools to be added soon. Employee response to phishing and hacking attempts is IT's biggest concern. A new system to track policy violations and training for employees around cybersecurity has been implemented. The IT staff is very focused on cybersecurity.

E College Advancement:

Kim Carne, VP of College Advancement, reported:

Strings on the Bay:

The Strings on the Bay concert series is scheduled throughout the summer with performances held at the First Presbyterian Church in Escanaba.

Golf Outing:

The Foundation and Athletic golf outing is scheduled for July 15 with sponsorship opportunities available.

Marketing:

The digital campaign will be refreshed in June with television commercials and OTT ads. If the Olympics run, advertisements will be scheduled during that coverage.

F Business Office:

Eileen Sparpana, VP of Finance, reported:

Federal Pandemic Relief Funds:

The College received three federal Higher Education Emergency Relief Fund awards during the pandemic:

1. HEERF I (CARES Act) was received last May. The College drew and spent the entire institution award of \$389,058. The same \$389,058 amount was awarded and distributed to students.
2. HEERF II (CRRSAA): \$1,368,022 was awarded for the institution with \$95,000 drawn to date. All funds have been earmarked and will be spent. The student award was \$389,058 and most, if not all, has been distributed to students.
3. HEERF III (ARP): \$1,477,705 was awarded for the institution with a deadline of April 2022 to spend the funds. Administration is reviewing the spending requirements. The student award of \$1.6 million is not yet available to draw for disbursement to students.

Eric asked how the student awards are determined. Dr. Coleman responded Pell eligible students received the first-round of grants and additional grants were awarded to students with less financial need.

Eileen responded to Eric's question that the federal awards are different for each school and shared examples of amounts awarded to other institutions.

IX BOARD COMMITTEE REPORT & REQUIRED ACTION:

None

X BOARD ACTION:

A Transaction Report:

There were no questions or comments on the Transaction Report ending April 30, 2021.

On a motion made by Joy Hopkins and seconded by Tom Butch:

“The Financial Transactions for the month ending April 30, 2021, stand approved as presented to place on file.” No discussion.

Roll Call:

Ayes: Terri Mileski, Eric Lundin, Jeremy Nastoff, Joy Hopkins, Ken Groh, Tom Butch, Steve Davis

Nays: None

Abstentions: None

Motion carried unanimously.

B First Reading Policy 516

Military Leave:

Board of Trustees Personnel Policy 516 Military Leave was updated with revisions by the College’s attorney. The revised version was presented for first reading approval.

It was moved by Tom Butch and seconded by Joy Hopkins to:

“Approve first reading of Board of Trustees Personnel Policy 516 Military Leave as presented.” No discussion. Motion carried unanimously.

XI UNFINISHED BUSINESS:

A Second Reading Policy 504 Holidays Administrative & Hourly Employees:

Board of Trustees Personnel Policy 504 Holidays Administrative & Hourly Employees received first reading approval at the April 21, 2021 board meeting to recognize Martin Luther King Jr Day. The policy was presented for second reading. Dr. Coleman added comments received were favorable and thanks were extended to the Board for their decision to recognize the holiday.

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

“Approve second reading of Board of Trustees Personnel Policy 504 Holidays Administrative & Hourly Employees as presented.” No discussion. Motion carried unanimously.

XII NEW BUSINESS:
A Part-Time Faculty Contract:

A summary of the 2021-2023 Part-Time Faculty Contract changes approved by the Part-Time Instructors Association was provided to trustees before the meeting. Dr. Coleman reported the Part-Time Instructors Association agreed to a “me-too” clause which gives up their right to negotiate their salary in this contract. Administration appreciated their agreement. The clause has been agreed to in prior contact negotiations. A few language pieces were also changed. The part-time faculty are a wonderful group and do great work for the College.

It was moved by Tom Butch and seconded by Ken Groh to:

“Approve the Part-Time Faculty Contract for 2021-2023 as summarized and presented.” No discussion. Motion carried unanimously.

XIII MCCA UPDATE:

Joy Hopkins reported she was asked to serve on a committee to look at the timeline for MCCA Board of Director officer elections. The committee will begin meeting in June. Dr. Coleman added it is very important to have Joy representing the small schools because representation on the MCCA Board is important for Bay.

XIV OTHER:

Birthday greetings were extended to Jeremy Nastoff.

XV ADJOURNMENT:

It was moved by Terri Mileski and seconded by Jeremy Nastoff to:

“Adjourn the meeting.” No discussion. Motion carried unanimously. The meeting adjourned at 6:27 p.m. ET.

Laura L. Johnson
Assistant Board Secretary

Completion
Date

Approval Date

Stephen T. Davis
Chair

Approval Date