

REPORT OF MINUTES

**BOARD OF TRUSTEES
REGULAR MEETING**

**BAY de NOC COMMUNITY COLLEGE
Besse Center Auditorium
Escanaba, MI**

August 18, 2021

- I CALL TO ORDER:** The meeting was called to order at 5:01 p.m. ET by Chair Steve Davis.
- II ROLL CALL:** Roll call was taken by Laura Johnson, Assistant Board Secretary.
- Members present: Joy Hopkins, Terri Mileski, Jeremy Nastoff,
Tom Butch, Eric Lundin, Steve Davis
- Members absent: None
- Administration: Travis Blume, Kim Carne, Laura Coleman,
Eileen Sparpana
- Faculty: Molly Campbell
- 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 APPROVAL OF
MEETING MINUTES:** The Meeting Minutes from the Regular Meeting on July 14, 2021,
were presented for approval.
- It was moved by Terri Mileski and seconded by Joy Hopkins to:
- “Approve the Meeting Minutes from the Regular Meeting on
July 14, 2021, as presented.”** No discussion. Motion carried
unanimously.
- VII PRESENTATIONS:** None

VIII ADMINISTRATIVE REPORTS:

A President's Report:

President Coleman reported:

- Eighty students attended today's morning in-person SOAR session and 73 attended the afternoon in-person session. The west campus sessions were also well attended. Many attendees were returning students in the Futures for Frontliners and Michigan Reconnect programs. Bay's enrollment of 30-50 year-old students has increased dramatically due to these programs.
- The College is following CDC and MIOSHA recommendations and has implemented a mask mandate for everyone on campus regardless of vaccination status. Vaccination clinics will be held at both campuses during the first week of school. If the number of vaccinated students increases, it may be possible to remove the mask mandate.
- Governor Whitmer will be on campus tomorrow to kick-off the SixtyBy30 Talent Tour. Students in the water technology, nursing, and mechatronics programs will be interviewed during a tour of these labs.
- Rep. Beau LaFave and Rep. Greg Markkanen encouraged the House to approve a line item in the state budget to add funding to pay for out-of-county tuition not covered by the Michigan Reconnect program to train EMTs and Paramedics. There is a great need throughout the U.P. for EMTs and Paramedics, particularly in the Western U.P.

B Academic Affairs:

President Coleman reported:

The College has saved students \$1.5 million in textbooks through open education resources (OER) since 2016. This amount is greater than the amount universities have achieved because the College implemented OER earlier than most.

C Student Services:

Travis Blume, VP of Student Services, reported:

- Fall enrollment is up 9% in headcount, 2% in contact hours, and 3% away from budget based on comparative dates last year. Enrollments from SOAR sessions today were included and another session tomorrow will add to the report.

Student Services has been very busy with students. The number of new students is up.

- Orientation for student athletes and housing move-in for 85 students at the Super 8 will take place next week.
- Travis reported in response to Jeremy Nastoff's question, that our student athletes achieve academically about 2% higher compared to other students. Many of our student athletes made the NJCAA All-Academic First, Second, and Third Teams for the 2020-21 academic year.

D College Advancement:

Kim Carne, VP of College Advancement, reported:

- The fall semester digital campaign is closing with very good impression and open rate results.
- The booth at the U.P. State Fair is providing a presence for the College.
- Lunchtime Live has returned on Tuesdays in August to enjoy music and lunch from the Taco Truck (Wiles Catering) in the courtyard. Celtic music is planned for August 24 and music by Phil Lynch is planned for August 31.
- Events to welcome students include a movie event at Willow Creek Cinema, the Student Welcome picnic, and vaccination clinics.
- The Foundation audit is going well. Auditors were on campus last week.
- Community support of the Foundation is strong. Eight new endowments were received last year. The Foundation distributed over half a million dollars in scholarships last year. A new estate gift was also received last week.

E Operations & Business Office:

Eileen Sparpana, VP of Finance & Operations, reported:

Facilities staff are moving classroom capacity from full to 3' distance to comply with the MIOSHA and local health department recommendation for schools.

Eileen responded to Jeremy Nastoff that the evidence of someone using a student apartment to sleep was likely for a night or two.

IX BOARD COMMITTEE REPORT & REQUIRED ACTION:

None

X BOARD ACTION:

A Transaction Report:

There were no questions or comments on the Transaction Report ending July 31, 2021.

On a motion made by Joy Hopkins and seconded by Jeremy Nastoff:

“The Financial Transactions for the month ending July 31, 2021, stand approved as presented to place on file.”

Roll Call:

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

Nays: None

Abstentions: None

No discussion. Motion carried unanimously.

B Reappointment of Board Officers:

The Board Treasurer position was vacant due to Ken Groh’s resignation. Tom Butch would become the Treasurer following the practice of rotating officers and the new trustee would hold a Member position.

It was moved by Joy Hopkins and seconded by Eric Lundin to:

“Approve Tom Butch as the Treasurer for the remainder of 2021.” No discussion. Motion carried unanimously.

C First Reading 1065 Religious Accommodation:

Administration proposed a new policy to provide procedures associated with how to request and review religious accommodation requests. The policy was drafted by legal counsel, Patrick Sturdy. Administration also asked that the policy be implemented before second reading to have it in place for the start of the fall semester.

Dr. Coleman shared that vaccinations are required by most of the clinical sites for Nursing and EMT/Paramedic students. The sites transfer the responsibility to enforce the requirement to the College because the students are not employed by the clinical site. Several

students have asked for an exemption. The College needs a religious accommodation policy to address issues besides the COVID-19 vaccination.

Eric Lundin clarified that the hospitals require the vaccination and not the College.

Joy Hopkins explained ways a clinical site may accommodate a student if the College allowed an exemption. Sites cannot take on the extra work for those who are not employees and they also take on a lot of other types of students. Other clinical sites likely could not be found for students requesting an accommodation that would not require the vaccination. If students get through the nursing program, vaccinations will be a condition of hire.

Travis Blume added there have been limited requests for religious exemptions in the past all related to requirements for nursing students.

Dr. Coleman added that if the College refuses to look at religious accommodation then students would be asked to leave the program.

Tom Butch requested more information from legal counsel about what other schools are experiencing and how they are dealing with these requests.

Trustees discussed the need to have the policy in place for students to request religious accommodations for the start of the fall semester. Also, there is opportunity to deny the request within the policy. The request has to be for a reasonable accommodation.

Joy shared examples how a site might make accommodations through testing, masking, and limiting contact with high risk patients.

It was moved by Joy Hopkins and seconded by Jeremy Nastoff to:

“Approve first reading of Board of Trustees Policy 1065 Religious Accommodation with implementation effective immediately, with the understanding that further information from legal counsel will be shared with the Board before second reading.” No further discussion. Motion carried unanimously.

XI UNFINISHED BUSINESS:

A Second Reading 2022 Identity Theft Policy:

New Board of Trustees Policy 2022 Identity Theft received first reading approval at the July 14 meeting to replace the existing 2022 Identity Theft Prevention Policy. The Identity Theft Policy was presented for second reading and the Identity Prevention Policy was presented for deletion.

It was moved by Tom Butch and seconded by Eric Lundin to:

“Approve second reading of Board of Trustees Policy 2022 Identity Theft and delete Policy 2022 Identity Theft Prevention Policy.” No discussion. Motion carried unanimously.

XII NEW BUSINESS:

None

XIII MCCA UPDATE:

Joy Hopkins acknowledged Travis Blume for representing Bay by co-authoring a series of briefs as a member of the Rural Community College Leader Community National Center for Inquiry and Improvement (NCII).

Dr. Coleman stated the MCCA Board of Directors will soon hold interviews for their President as Mike Hansen retires. Terri Mileski will attend the fall Board of Directors meeting, along with Dr. Coleman, in place of Joy Hopkins.

XIV OTHER:

The Special Meeting to interview the board candidate is August 20 in the Board Room.

Birthday greetings were extended to Laura Johnson, Joy Hopkins, and Steve Davis.

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 5:46 p.m. ET.

Laura L. Johnson Assistant Board Secretary	Completion Date	Approval Date
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Stephen T. Davis Chair		Approval Date
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