

REPORT OF MINUTES

**BOARD OF TRUSTEES
REGULAR MEETING**

**BAY de NOC COMMUNITY COLLEGE
Board Room CB 201D
Escanaba, MI**

August 17, 2022

- I CALL TO ORDER:** The meeting was called to order at 5 p.m. ET by Chair Terri Mileski.
- II ROLL CALL:** Roll call was taken by Laura Johnson, Assistant Board Secretary.
- Members present: Joy Hopkins, Eric Lundin, Steve Davis,
Wendy Middaugh, Nick Chenier, Terri Mileski
- Member absent: Tom Butch
- Administration: Travis Blume, Kim Carne, Cindy Carter,
Laura Coleman, Amy Reddinger, 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 13 were approved by unanimous consent.
- VII PRESENTATION:**
A Trustee Service: Nick Chenier was recognized for his one year of service on the Board of Trustees.

B MI OCR Compliance
Visit Update:

Travis Blume reported the MI Dept. of Education & Office of Civil Rights (OCR) visited Bay College last April. Every K12, ISD, and higher ed. school is selected for an OCR Compliance visit every 20 years. The visit was virtual due to the COVID pandemic, so materials were uploaded before the visit and a video tour was conducted with auditors.

Examples tested in the audit included whether non-discrimination statements were in place and restroom facilities and parking lot signs were accessible. The audit was a very positive experience and the College performed very well. The audit team noted a lot of best practices were in place to review and maintain our facilities and offered a lot of kudos. Because it is usual to have at least one finding, the College was cited to improve the ADA van accessible signs in a parking lot, entrance doors that don't open how they should, and install spring loaded closures on some bathroom stalls. Travis extended kudos to our team; especially Steve Carlson and the Facilities team who prepared the documents and built the compliance plan to be implemented over the next two years. After the OCR reviews documentation of the implemented compliance plan, a follow-up visit will take place. The intention of the audit is to help schools improve, so if we need extra time or guidance they would work with us.

VIII ADMINISTRATIVE
REPORTS:

A President's Report:

President Coleman reported:

Rep. Frederick visited main campus last week and continually acknowledged that Bay College has many best practices in place (the HUB, tutoring, SI, Water Tech. program). He was very impressed.

Rep. Frederick authored the MI Reconnect bill and is working on a second bill to include an accountability piece for schools that would hopefully continue the funding with the next group of legislators. Dr. Coleman discussed the variance of completion and persistence rates with him and suggested alternate data parameters that would not take the five years it takes to get data from cohorts.

B Academic Affairs:

Amy Reddinger, VP of Arts & Sciences and Diversity, Equity, & Belonging reported:

Library Project:

College Librarian Mariel Carter took on a "Tough Topics" project to assist people seeking information about topics they may be

uncomfortable asking for help finding. A poster and bookmarks were created with the library call numbers so information can easily be found in the library.

International Artist: This summer, Kristine Granger returned to Chateau d'Orquevaux in France where she did a residency in 2020. After winning an initial purchase prize there in 2020, they purchased a second sculpture piece which she returned to install. The townspeople told her she is famous in that village for her art work.

Cindy Carter, VP of Business, Technology, Allied Health, & Workforce Development reported:

Detroit Water Training: The second group of students from Detroit Public Works through the Great Lakes Water Association, began their first online water tech. course with Bay through our workforce training program. This group includes current water operators ages 25-50's. The opening orientation went very well with them and they're very excited for the training. They have a good support system with GLWA so they have time to do the coursework while working. The training will allow them to progress in their career.

CBE: The State of MI is looking at curriculum to move CNA training to Competency Based Education (CBE). Business Development Manager Renee Lundberg is on the statewide taskforce to lend insight about how to adjust to a CBE based program.

ACEN Accreditation: ACEN, the College's accreditation body for nursing, extended formal approval of the ADN program.

Joy Hopkins commended Allied Health for achieving a 90% passage rate on the NCLEX RN board exams. The rate was a concern when she began on the Board.

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

Enrollment: Overall, fall enrollment is down 1% in headcount and 6% in contact hours. Headcount is up 2% compared to this time last year. Although it is down slightly compared to projections, a lot of work that will impact enrollment will occur over the next few weeks. One last Rapid Enrollment Day will be held on August 22 and co-advisors are continuing to register students.

Student Orientations: Student orientation is taking place tomorrow at west campus for 80 students and August 26 at main campus for ~250 students. New this year, is holding one large orientation program instead of

multiple sessions. A new video was created to add excitement to the program.

An intensive onboarding for athlete students will be held next week and serve as a prototype. Three days are dedicated to connecting athlete students with support services.

Volleyball:

The first home volleyball game is Saturday, August 27. Tickets are available. There are 14 players on the roster (12-15 was the goal). Some volleyball players have moved into student housing.

Travis responded to Steve Davis that little more than half of the schedule comes from the MCCA Athletic Association Conference we joined this year. Membership in the conference improved the athletic schedules.

Travis responded to Nick Chenier that the 1% to 2% increase in students but decrease in contact hours, is due to MI Reconnect and other projects that although give us growth with adult learners, they also generally take fewer contact hours due to other commitments.

**D College
Advancement:**

Kim Carne, VP of College Advancement, reported:

Shout Out:

Kudos to the custodial staff! Kristine Granger expressed that her art lab has never been as clean and more beautiful for students than this year. The custodial staff cleaned and waxed the art lab.

Addison Collection:

Bay houses the largest collection of Robert Addison art in the world. He was a Chicago Institute trained artist whose wife was from Escanaba. His collection was donated to Bay when she passed. Several paintings were featured in the movie *Heist 88*, filmed in Chicago and releasing in the Spring.

A contract was signed with Starz Puzzles this week for several Addison pieces to become puzzles. The College will collect a small royalty from sales which will be returned to the Addison Foundation.

Golf Outing:

The Foundation Golf Outing profited over \$35,000 with just under \$12,000 going to Athletics. The event supports both Delta County students and athlete students.

**Foundation Support
of Academics:**

Kim met with the academic divisions last spring to promote funds available through the Foundation to support Academics. Chemistry requested funds for teaching tools and a large piece of equipment for organic, higher level chemistry. A bid is out for the equipment, which will reduce the materials needed and match equipment at the university level. The Foundation receives \$30,000 for scholarships and \$30,000 for science related resources every year from the Mary Cretens Endowment.

E Operations:

Eileen Sparpana, VP of Finance & Operations, reported:

**Tobacco Free
Recognition:**

The Michigan Dept. of Health & Human Services (MDHHS) released a Tobacco-Free Report Card today for MI colleges and universities (including private schools). Only one in three schools are 100% tobacco-free. Bay College is part of this elite group and received an A+. MI community colleges are 37% completely tobacco-free, although all have some version of restrictions.

**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, 2022.

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

“The Financial Transactions for the month ending July 31, 2022, stand approved as presented to place on file.” No discussion.

Roll Call:

Ayes: Joy Hopkins, Steve Davis, Nick Chenier, Wendy Middaugh, Eric Lundin, Terri Mileski

Nays: None

Abstentions: None

Motion carried unanimously.

**XI UNFINISHED
BUSINESS:**

None

XII NEW BUSINESS:

**A First Reading:
Flexible Work
Options Policy:**

Personnel Policy 220 Flexible Work Options was developed by HR and the PAC to establish framework to handle requests for flexible work arrangements. The policy was reviewed by Thrun Law Firm. It was presented for first reading approval.

It was moved by Joy Hopkins and seconded by Wendy Middaugh to:

“Approve first reading of new Board of Trustees Personnel Policy 220 Flexible Work Options, as presented.” Joy Hopkins commented that the policy was very timely and fitting. Steve Davis remarked the policy was well vetted by legal counsel. Motion carried unanimously.

**B 2022-2025 FTF
Master Agreement:**

A summary of changes to the 2022-2025 Full-Time Faculty Master Agreement approved by the Association, was provided to trustees. The contract was presented for board approval.

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

“Approve the Full-Time Faculty Master Agreement for 2022-2025 as presented.” Terri Mileski extended thanks to everyone who made it happen and worked together to get past difficult issues to do what is best for Bay College. Joy Hopkins and Dr. Coleman agreed. Motion carried unanimously.

XIII MCCA UPDATE:

Dr. Coleman, Joy Hopkins, Wendy Middaugh, and Nick Chenier attended the MCCA Summer Conference. Joy reported that the legislative updates were interesting and the speakers were excellent. Legislators commented about national interference with local and statewide elections, the impact of Roe vs. Wade changing red states, and the pros and cons of term limits.

The diversity speaker provided meaning to the DEIB acronym. Diversity is like having a dance; Equity is everyone is invited; I is you get to dance, and adding Belonging is you get to dance to whatever music you care about.

Student loan forgiveness was discussed. Only half a million of the 300 million borrowers are paying on their student loans, despite the current 0% interest rate. Borrowers are counting on their loans being forgiven. The top 80% of borrowers are high earners. A lot of

interesting information was shared and overall, forgiveness would add a lot to the cost of doing business.

Dr. Coleman added that most borrowers are those going to be making over \$100,000 annually.

Discussion was held.

XIV OTHER:

None

XV ADJOURNMENT:

It was moved by Nick Chenier and seconded by Steve Davis 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

Terri T. Mileski
Chair

Approval Date