

REPORT OF MINUTES

**BOARD OF TRUSTEES
REGULAR MEETING**

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

January 18, 2023

- I CALL TO ORDER:** The meeting was called to order at 5 p.m. ET by Chair Joy Hopkins.
- II ROLL CALL:** Roll call was taken by Laura Johnson, Assistant Board Secretary.
- Members present: Terri Mileski, Wendy Middaugh, Eric Lundin, Steve Davis, Joy Hopkins
- Members absent: Tom Butch, Nick Chenier
- Administration: Travis Blume, Kim Carne, Cindy Carter, Laura Coleman, Amy Reddinger
- Recorder: Laura Johnson, Assistant Board Secretary
- III CITIZEN INTRODUCTIONS AND COMMENTS:** None
- IV APPROVAL OF AGENDA:** The agenda was approved by unanimous consent.
- V DECLARATION OF INTEREST:** None
- VI APPROVAL OF MINUTES:** The meeting minutes from the Regular Meeting on December 14, 2022, were approved by unanimous consent.
- VII PRESENTATION:**
A Trustee Service: Steve Davis and Terri Mileski were recognized with appreciation for five years of service as trustees.
- VIII ADMINISTRATIVE REPORTS:**
A President's Report: President Coleman reported:

Updated Board Report

Categories:

The board report categories were updated to reflect the latest primary criterion of the Higher Learning Commission.

Legislative Update:

Dr. Coleman and Joy Hopkins attended the MCCA Board of Directors meeting via Zoom on January 6. Little was accomplished by legislators during the Lame Duck session; however, community college bills got passed, including the MI Reconnect bill which imposed curriculum changes that Bay College has put in place, and goals for completion the colleges must meet. One requirement is a 50% completion rate. Bay's 2017 completion rate was 63% and 60% for 2018, which includes students who experienced the pandemic. Administration expects a further decline in the completion rate due to the pandemic. The colleges and MCCA will work to make some changes to these requirements over the next legislative session.

Additionally, the legislators approved a bill allowing Early College students the right to participate in community college sports during their fifth year. In the past, athletes had to choose between participating in a sport or getting their college paid for during their last year as an early college student. One goal of MCCA this year is to get a good increase in our base funding.

The Higher Education Policy committee is a new House committee. Rep. Jenn Hill was appointed to the committee. This will be discussed at the lunch with U.P. legislators on Friday.

Dr. Coleman will meet with legislators in Lansing on February 8. Many appointments have been scheduled by the College's lobbying firm, Public Affairs Associates.

Winter Semester:

Winter in-service went well and the winter semester is running smoothly.

Steve Davis and Wendy Middaugh commented that the new board report categories were a nice improvement and made for easier reading. Kudos to Amy Reddinger for proposing the new categories.

B Academic Affairs:

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

Pinning Ceremony:

The 2022 LPN to RN Bridge Nursing Students were pinned on December 13, in the Besse Theater. This annual ceremony recognizes the students who were already LPNs and returned to

college to complete their RN requirements. There were 14 students present at the ceremony.

Detroit GLWA:

Five students from the Detroit Great Lakes Water Authority were hosted on campus for lab training to prepare for their state licensure exam. They were impressed with our community and campus.

A follow-up meeting with their supervisors was held today and they indicated they want to start another cohort. They are impressed with our training and want to do more.

Financial Aid Director Ruth Carlson met with the students to share financial aid information, including the MI Reconnect tuition assistance program. Several students decided to finish their certificate with Reconnect funding.

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

MLK Events:

Two events to celebrate Martin Luther King Jr. Day were held on either side of the holiday. A panel with business and community leaders: Ed Legault of Delta County EDA, Shane Forshey Store Director of the Escanaba Meijer store, and Hanna Duckwall of Michigan Works, was held on January 11, with about 35 people in attendance. Today, Dr. June Klees gave a historical lecture and showed a lesser known speech from Dr. King on Zoom. The Multicultural Club initiated these events.

MindTrekks:

Preparations are underway for the Mindtrekkers event in cooperation with MTU. The event is geared to excite 8th graders about STEM. There are 630 8th graders registered to come to campus on January 27.

C Student Services:

Travis Blume, VP of Student Services, reported:

Enrollment Report:

Winter semester enrollment is on track with the budget. The persistence rate is close to what it is now and is trending similar to where the Fall semester was today. Drops for no show and no pay will take place this week and the dual enrollment registrations for both ISDs will be in soon. The final enrollment report will be shared at the March 15 meeting.

Steve Davis asked if a typical percentage of enrollment is dropped for no show or no pay at this point of the semester. Travis responded that the norm is about 2%-3%.

The DIISD enrollment will have greater impact on west campus enrollment. ISD registrations are about 700 contact hours combined.

Eric Lundin stated it is amazing how well Administration projects enrollment compared to the budget when there isn't a definite science to projecting it.

Travis responded it is both an art and a science. Many variables in addition to declining high school enrollments go into the projections. Dr. Coleman added that when enrollment was declining at other schools during the pandemic, we still hit our marks. This was due in part to the MI Reconnect program and the diligent work of our staff to advise and recruit students. We have almost 700 part-time students and have maintained our headcount and only lost a few percentages of our contact hours.

**D College
Advancement:**

Kim Carne, VP of College Advancement, reported:

***Foundation Annual
Campaigns:***

The annual Foundation Employee campaign was down a bit, but the Community campaign brought in about \$154,000, including a donation for west campus to transition the welding lab from the DIISD. The Foundation Investment committees are meeting soon to determine the scholarship payouts. They may maintain the payout at 5% because they look at a three-year average, not a single year.

Scholarship Process:

Ruth Carlson and Vicki DeGrand changed the scholarship process to allow rolling administration of scholarship awards throughout the year, after the majority of scholarships are awarded to those who apply by March 31. The Board of Trustees scholarship will continue to be awarded by the current process.

Spectrometer Demo:

The spectrometer purchased by the Foundation for the chemistry lab will be demoed next month for the Board.

BPA:

The College hosted over 300 BPA students on campus last Friday for events to judge their business abilities. Event leaders stated they had a great experience on campus. The students were very engaged with the campus by participating in activities in the Library and using the pool tables in the cafeteria between sessions.

Terri Mileski shared she was a judge at the event and was very impressed with those high school students. The BPA program

does a great job with the students and using Bay for the event provided a wonderful experience. She extended kudos to everyone at Bay for welcoming them.

Dr. Coleman added that more evidence of Bay's great employees was shared by a student who sent her an email detailing her impressive experience at Bay and calling attention to specific employees.

Eric Lundin shared he learned of a student's experience who attended BPA, that may have swayed their decision to attend Bay in the Fall.

Events:

The *Switchback* concert last week was a great success. A concert is scheduled each month throughout the semester in the Besse. The February 27 will feature marimba/conga music.

The art show Rebirth in the Besse will remain until February 20, with an artist talk on January 24.

The Film Series is running again.

Outstanding Alumni:

Nominations for the 2023 Outstanding Alumni are open.

**E Operations &
Business Office:**

Eileen Sparpana, VP of Finance & Operations, was absent.

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

**A Presidential Search
Committee Update:**

Steve Davis reported that the Presidential Search Consultant, Dr. Pulliams, sent out 8,000 emails announcing Bay's presidential opening. HR Director Beth Berube has also extended the search to many additional resources, including the Chronicle of Higher Ed. Dr. Pulliams reported there is interest and applications are being received.

Steve received this advice from NMU's Board Chair Steve Young:

- 1) Trust your advising (Dr. Pulliams)
- 2) Trust the process – it works
- 3) Get yourself a great communicator – extremely important

X BOARD ACTION:

A Transaction Report:

There were no questions or comments on the Transaction Report ending December 31, 2022.

On a motion made by Terri Mileski and seconded by Eric Lundin:

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

Roll Call:

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

Nays: None

Abstentions: None

Motion carried unanimously.

B Board Committees for 2023:

The proposed Board Committee assignments for 2023 were presented for approval as assigned by Chair Joy Hopkins.

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

“Approve the assignments for the 2023 Board Committees as presented in the Board Report.” No discussion. Motion carried unanimously.

C BOT Foundation Board Liaison:

The College Foundation Board requested that the Board appoint a representative to support the Foundation, in line with the Foundation Bylaws. This person would act as a liaison between the College Foundation and Board of Trustees by participating in quarterly Foundation board meetings.

Steve Davis suggested Nick Chenier be considered for the appointment to expand his knowledge of the College as his service on the Board develops. Trustees agreed and since Nick was absent, discussed tabling the request until the next meeting to allow Nick to consider the appointment.

It was moved by Steve Davis and seconded by Wendy Middaugh to:

“Approve the concept of a board liaison appointment to the College Foundation Board and table the appointment to the next meeting [February 22].” No further discussion. Motion carried unanimously.

XI UNFINISHED BUSINESS:

None

XII NEW BUSINESS:

None

XIII MCCA UPDATE:

Joy Hopkins reported that MCCA President Brandy Johnson accepted a three-year contract.

The legislative committee assignments were announced. Momentum to move forward for all school systems is expected with a Democratic House, Senate, and Governor.

Dr. Coleman shared that the \$6 million expected from the State for our student housing project seems to be trailing off and it may not be solidified until October. She is anxious to find out more about this when she is in Lansing on February 8. She expects to visit legislators a few more times this semester to keep them focused on community colleges and educate the new representatives about community colleges.

XIV OTHER:

Trustees were reminded about the U.P. Legislative Lunch on January 20 in Room 525.

XV ADJOURNMENT:

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

“Adjourn the meeting.” No discussion. Motion carried unanimously. The meeting adjourned at 5:42 p.m. ET.

Laura L. Johnson
Assistant Board Secretary

Completion
Date

Approval Date

Joy E. Hopkins
Chair

Approval Date