

REPORT OF MINUTES

**BOARD OF TRUSTEES
REGULAR MEETING**

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

March 15, 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, Nick Chenier, Joy Hopkins
- Member absent: Tom Butch
- Administration: Travis Blume, Kim Carne, Cindy Carter, Laura Coleman, Amy Reddinger, Eileen Sparpana
- 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 February 22, 2023, were approved by unanimous consent.
- VII PRESENTATION:** Joy Hopkins presented Wendy Middaugh with a one-year service pin, with thanks for her service to the College as a trustee.
- VIII ADMINISTRATIVE REPORTS:**
- A President's Report:** President Coleman reported:

Finlandia Closing:

Finlandia University officially announced their closing after the semester ends. There have been ~1,000 small, independent colleges that have closed over the past few years.

Bay is one of five educational institutions working with Finlandia to provide seamless admission and transfer. Co-advisors have received calls from many students.

Finlandia's physical therapist assistant program could not be taken on due to the many accreditation requirements. Liberal arts, criminal justice, and nursing are some programs that will transfer to Bay.

Norse Basketball:

Dr. Coleman has enjoyed watching the athletic programs grow and become successful. The men's team this year was fantastic as they formed a true team that worked together. Half of the men's team will graduate this year with the other half returning to Bay. Many of those graduating will be recruited by four-year schools. Recruiting takes place during the season, which is another major responsibility for coaches. Our coaches do a good job recruiting the very best students. Bay College is changing people's lives and community colleges are good at that.

B Academic Affairs:

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

EMS Grant:

Rep. Dave Prestin met with Bay representatives to talk about his work in Lansing around the state's EMT/Paramedic shortage and how Bay can help fill those gaps. The recent Emergency Medical Services workforce training grant award is timely and will provide scholarships to students interested in the paramedic field.

Wendy Middaugh ask for confirmation that funds from the EMS grant can be spent to provide training for community EMS units, which will meet one need Rep. Prestin expressed during the Board's legislative lunch with local legislators. Cindy responded that some of that money will fund equipment to offer remote training to help fill this need for communities.

SIM Coordinator:

Christy Mathias has been hired as the Simulation and Clinical Coordinator. She graduated from Bay and began her nursing career as an RN charge nurse. She later moved into an RN Care Manager role, and was a Director of Nursing for over 15 years. Christy worked for Bay instructing the nurse aide courses through Workforce Training and Development since October 2020. She will start her new role on March 27.

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

Campus Health Clinic: The advisory board committee for the Child and Adolescent Health Clinic held its first meeting. The team includes three nurses, DSISD Supt. Doug Leisenring, students, parents of school age children, PHDM Health Officer Mike Snyder, and Amy Reddinger. The committee met in the area of the proposed clinic in the Catherine Bonifas building. They will meet every month for the next six months to work on meeting all outcomes to obtain the project grant in perpetuity.

The low-barrier clinic will serve 10-21 year-olds who are students at Bay or any other school. Those who do not meet the grant criteria can also receive services. Primary care, chronic care, medical referrals, and sports physicals are some of the available services. Mental health services will also be provided and Bay students will also have access to these in-kind services.

Public Health will provide the staffing and assume the fiduciary responsibility. The Medical Director will be the Director of Public Health.

A needs assessment around the county demonstrated the number of insured and uninsured residents who meet the criteria for the clinic. Insurance will be billed for those with coverage.

Amy Reddinger and Mike Snyder visited clinics on high school campuses at Gwinn, Ishpeming, and Newberry to look at their designs, meet the staff, and learn how they operate under the same grant. Bay is the only clinic on a community college campus in Michigan.

Amy Reddinger will continue to lead the advisory council with Mike Snyder. A Bay representative is a requirement of the grant. Once the clinic is up and running, there will not be much additional work for the College. A memo of understanding around expectations of services has been signed with Public Health and addresses things like IT services. Public Health will have their own computers, cloud storage, etc.

The clinic is expected to be partially operational by January 2, 2024. Public Health will obtain a mobile unit this summer which could be utilized if the building renovations are not complete.

C Student Services:

Travis Blume, VP of Student Services, reported:

Winter Enrollment:

The final 2023 winter enrollment report was provided in the Board Report. Final outcomes for contact and headcount hours were on track compared to budget. Trend information was similar to each month's report, reflecting lower contact hours with higher headcount.

Travis Blume responded to Eric Lundin's question about the upward trend in liberal arts degrees over the last five years, that the high number of early college and dual enrollment students are assigned to this program, along with undecided students.

Summer Enrollment:

Monday [March 20] is the kick-off for fall 2024 registration. Students generally register for summer courses at the same time. Next month's report is expected to reflect this activity.

Baseball/Softball:

The baseball and softball teams were on the road during spring break. They are also on the road this weekend for their first games of the season. They will compete through mid-May.

D College Advancement:

Kim Carne, VP of College Advancement, reported:

Marketing:

The digital campaign for fall semester recruitment has begun and will run through August.

Branding projects across main campus are receiving final touches. The kiosk in the JHUC building was removed last week, revealing the building's complimentary architecture. The new furniture and refresh of this space is expected to complete the end of May.

Branding projects at the west campus have begun. Their first navy colored wall has been painted and new signs are on order.

Events:

A concert by Phil Lynch will be held in the Besse theater tomorrow.

Failte', a local Celtic band, will play in the Café on Friday, St. Patrick's Day. Wiles Catering will serve Reubens, corned beef and cabbage for lunch.

E Operations & Business Office:

Eileen Sparpana, VP of Finance & Operations, reported:

Operating Revenues: Total operating revenues of \$8.688 million for the eight months ended February 28, 2023, compared to the

\$8.440 million recognized in the prior year, resulted in a 3% increase overall. The net increase is due to an increase in federal and state grants and housing and workforce training and development revenue partially offset by the decrease in net tuition and fee revenue.

Operating Expenses: Total operating expenses were \$14.361 million for the eight months ended February 28, 2023, compared to the \$13.724 million in the prior year resulted in a 5% or \$637,000 increase in spending. Salaries and benefits and other operating expenses combined are ahead of last year.

Non-operating Revenue (Expenses): Total net non-operating revenue of \$7.796 million for the eight months ended February 28, 2023, compared to \$6.482 million in the prior year resulted in a 20% favorable variance. This is due to timing differences in the receipt of the annual private gift from the HIC and the recognition of HEERF grant revenue. This is partially offset by a timing difference in the drawdown of Pell Grant funds, property tax revenue and decreased state appropriations.

Net Assets: The year-to-date results are an increase in Net Assets of \$2.123 million compared to an increase of \$1.198 million in the prior year.

IX BOARD COMMITTEE REPORT & REQUIRED ACTION:

A Presidential Search Committee Update:

Steve Davis, Chair of the Presidential Search Committee, reported that a good slate of strong candidates for president was received. The search committee will meet on March 16 to review the candidates and select candidates for semifinalist interviews.

X BOARD ACTION:

A Transaction Report:

There were no questions or comments on the Transaction Report ending February 28, 2023.

On a motion made by Terri Mileski and seconded by Steve Davis:

“The Financial Transactions for the month ending February 28, 2023, stand approved as presented to place on file.” No discussion.

Roll Call:

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

Nays: None

Abstentions: None

Motion carried unanimously.

XI UNFINISHED BUSINESS:

None

XII NEW BUSINESS:

Chair Joy Hopkins accepted Kim Carne's request to share an item of New Business. Kim received an email during the meeting informing the Foundation of a large donation from a trust that will fund a significant amount of student scholarships and support the [Bay College] Library. Details will be shared when more information is available.

XIII MCCA UPDATE:

Joy Hopkins reported that Bay College is hosting the MCCA Board of Directors spring meeting on May 18 and 19.

Legislative updates have been focused on campus security and President Biden's commitment to community colleges in his budget.

Dr. Coleman added that at the state level, MCCA is working with legislators to remove the tuition limit for raising tuition and fees. This was passed last year for the first time and there is hope it will pass again.

Dr. Coleman stated that capital outlay funding might provide an opportunity to complete renovations in the Catherine Bonifas building for accessible bathrooms throughout. She is working with PAA (Public Affairs Associates) to determine if this project could be re-considered since some of the initial renovation requests will be funded by the health clinic grant and the plans exist.

XIV OTHER:

None

XV ADJOURNMENT:

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

"Adjourn the meeting." No discussion. Motion carried unanimously. The meeting adjourned at 5:37 p.m. ET.

Laura L. Johnson Assistant Board Secretary	Completion Date	Approval Date
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Joy E. Hopkins Chair		Approval Date
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