

REPORT OF MINUTES

**BOARD OF TRUSTEES
REGULAR MEETING**

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

May 17, 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: Wendy Middaugh, Steve Davis, Terri Mileski, Tom Butch, Joy Hopkins
- Members absent: Nick Chenier, Eric Lundin
- Administration: Travis Blume, 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 April 19, 2023, and the Special Meetings on April 24, 25, 26, 27, 28, and May 2 of 2023, were approved by unanimous consent.
- VII ADMINISTRATIVE REPORTS:**
- A President's Report:** President Coleman reported:
- OPIE Award:* Troy Gallagher, lead faculty of the Competency Based Education (CBE) initiative and water technology instructor, was honored as the Outstanding Person in Education (OPIE) at the OPIE dinner and program hosted by the MEA.

Dr. Coleman added that the College will take a team to the CBEN conference in October to learn more about CBE.

B Academic Affairs:

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

***Workforce Training
Updates:***

Cindy spent much of the week of May 8, in Lower Michigan meeting with the City of Grand Rapids and the City of Detroit and Great Lakes Water regarding the workforce training Bay has been providing to train their water operators.

City of Grand Rapids and Grand Rapids Community College: Cindy met with GRCC as partners on the EPA Grant over the last year to enroll students in the water tech. program. She heard from students on the campus of GRCC who completed this year's program and from the cohort of six new students beginning in the fall. She also met with the City of Grand Rapids and heard how to support current water operators through our workforce training programs.

City of Detroit and Great Lakes Water: Cindy met with representatives from the City of Detroit and Great Lakes Water and heard from the water operator students who had been on campus for clinical training last semester. Those students took their State of MI C & D exams a few weeks ago. The intent of this training is to prepare them for this state credential needed as an operator within the water treatment facility. She spoke with engineers and supervisors.

Nine students are registered for the next cohort so they can sit for their exams in early November. The City of Detroit is investing in their current operators so they can pass this state exam.

They also discussed what can be done to help prepare water operators for the training. Their goal is to eventually have all of their operators go through our program (300-400 operators). The students who came to campus raved about their time in the U.P.

Cindy responded to Terri Mileski it is unknown how many of the water operators from the first cohort passed the state exam, but we will know soon. Their pass rate will be a good indicator of how successful they were in our program. We learned that the first cohort finished seven weeks before the exam so timing the end of the training closer to the exam might be better and plans are underway to do this with the second cohort.

InvestUP CEO Summit: Cindy attended the Invest UP CEO Summit on May 11. Market trends were shared which included how Bay is meeting needs of local manufacturers with our welding program.

BSN with SVSU:

Cindy responded to Tom Butch's request to report on the BSN program with Saginaw Valley State University. Bay College will deliver a hybrid BSN (Bachelor of Science in Nursing) program with SVSU this fall. This program is tied to a \$2 million grant from the State. The program will roll out in phases and joint announcements will be made with SVSU and the State. The College is also working with and preparing local health care for the news. The first news release will run early next week along with SVSU. SVSU will send a representative to campus to meet with Bay students. They have dedicated hands-on staff to the program and will accept 93 Bay credits for the program. Trustees thanked Cindy for her hard work.

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

Campus Visit:

Bark River-Harris School brought 120 first and second grade Reading Buddies to the Besse Theater to hear Librarian Mariel Carter read stories as they were show on the big screen on the stage. The students were well entertained and it was a great recruiting event as one student shared that he wanted to attend Bay someday.

C Student Services:

Travis Blume, VP of Student Services, reported:

Enrollment:

Summer enrollment continued to trend downward in contact hours due to some programs not operating this summer. There was also a small fluctuation due to the drop for no payment.

Fall enrollment is up 5% in headcount and 1% in contact hours. There is continuing effort to enroll students for fall. The persistence rate is also slowly going up.

Commencement:

The commencement ceremony was a huge success thanks to everyone who makes the day happen. Special thanks to Marie Demeuse, Records and Registration Assistant and Taylor Barron, Academic Affairs Manager, the Facilities and Maintenance teams, faculty, and staff. Thanks also to Amy Reddinger for coordinating the indigenous drummers.

Coach of the Year: Coach Matt Johnson has been named the 2023 Men's Junior College Basketball Coaches Association of Michigan (BCAM) Coach of the Year. Congratulations Matt!

D College Advancement:

Kim Carne, VP of College Advancement, was absent.

E Operations & Business Office:

Eileen Sparpana, VP of Finance & Operations, reported:

Operating Revenues: Total operating revenues of \$9.332 million for the ten months ended April 30, 2023, which is \$453 thousand or 5% higher than the \$8.879 million recognized in the prior year. Non-tuition revenue was ahead of last year by \$689 thousand for all categories and partially offset by a \$236 thousand decrease in net tuition and fee revenue.

Operating Expenses: Total operating expenses were \$18.740 million for the ten months ended April 30, 2023, compared to \$17.756 million in the prior year resulting in an increase of \$984 thousand or 6%. Salary, Wages and Benefits were \$953 thousand higher than last year. The one-time distribution to pay down the state pension unfunded liability expected as a monthly payment from the State from March through August turned out to be only for K-12 schools. No payment was received in April, so a phone call was made to ORS which clarified that community colleges and libraries would receive only one monthly payment in March. This one payment will reduce the College's unfunded pension liability by 4% instead of the 24% previously expected.

Non-operating Revenue (Expenses): Total net non-operating revenue was \$11.356 million for the ten months ended April 30, 2023, compared to \$9.267 million in the prior year resulting in a \$2.090 million or 23% favorable variance. This is due primarily to how HEERF grant revenue was recognized because funds were not drawn until projects were complete, and an increase in property values related to the Delta County property tax levy. In addition, state appropriations include the one-time payment of \$454,647 to pay down the state pension unfunded liability as explained above.

Net Assets: The year-to-date results is an increase in Net Assets of \$1.948 million compared to an increase in the prior year of \$389 thousand.

VIII BOARD COMMITTEE REPORT & REQUIRED ACTION:

None

IX BOARD ACTION:

A Transaction Report:

There were no questions or comments on the Transaction Report ending April 30, 2023.

On a motion made by Tom Butch and seconded by Terri Mileski:

“The Financial Transactions for the month ending April 30, 2023, stand approved as presented to place on file.” No discussion.

Roll Call:

Ayes: Steve Davis, Terri Mileski, Tom Butch, Wendy Middaugh, Joy Hopkins
Nays: None
Abstentions: None
Motion carried unanimously.

B Resolutions of Appreciation:

Resolutions of Appreciation for retirees Lily Anderson, Michael Dupont, and Sherri Mangan, were presented for approval. The celebration in honor of their retirements was held on May 1.

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

“Approve the Resolutions of Appreciation for retirees Lily Anderson, Michael Dupont, and Sherri Mangan in honor of their service to Bay College.” No discussion. Motion carried unanimously.

C MDHHS Child & Adolescent Health Clinic:

Bay College has partnered with Public Health, Delta and Menominee Counties as the recipient of a Michigan Department of Health and Human Services Child and Adolescent Clinic grant to create a health clinic that will serve 10–21 year-old community members. The intent is to use the Catherine Bonifas building rooms 228, 229, 230, 231, 237 (women’s restroom) and the connecting hallways for this space. Plans have been made to relocate offices and classrooms to accommodate this plan. Per the State of Michigan, official board approval of this space was required for this purpose.

Amy Reddinger added that if the capital outlay request does not come through to help with renovations of the Catherine Bonifas building, renovations for the clinic can be funded through \$100,000 of the clinic grant through September. The annual grant amount of \$300,000 begins October 1 and that money can help with renovation costs. The project consultant from MSU assured that they are on track to receive full funding. Dr. Coleman recommended the area proposed in the CB building and it makes the most sense.

Amy responded to Joy Hopkins that more communication will be out to the public soon.

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

“Approve partnering with Public Health, Delta and Menominee Counties as the recipient of a Michigan Department of Health and Human Services Child and Adolescent Clinic grant to create a health clinic that will serve 10–21 year-old community members in the Catherine Bonifas building rooms 228, 229, 230, 231, 237 (women’s restroom) and the connecting hallways for this space.” No further discussion. Motion carried unanimously.

X **UNFINISHED BUSINESS:**

A **Second Reading Policy 4011:**

The new Student Services Policy 4011 “Campus Name Policy” was proposed for second reading approval. Administration also requested 60 days for implementation which would bring the date to the closest weekday as July 17, 2023.

It was moved by Terri Mileski and seconded by Wendy Middaugh to:

“Approve second reading of new Board of Trustees Student Services Campus Name Policy 4011 as presented and implementation by July 17, 2023.” No discussion. Motion carried unanimously.

XI **NEW BUSINESS:**

None

XII **MCCA UPDATE:**

Dr. Coleman reported that the MCCA schools and lobbyists at PAA are not happy about the new Higher Education Council proposed by legislators. The premise will be that legislators will use it to collect all data in one space but they will also tell schools what to

do through funding. Legislators don't know higher education and how to help students succeed. Results take time. There will be a great deal of lobbying effort around this initiative.

The MCCA Board of Directors will be on campus Thursday afternoon and Friday [May 18 and 19] for the spring meeting. There will be more to report after this meeting.

XIII OTHER:

Support services for dual enrolled/early college students were discussed in response to a question from Wendy Middaugh.

XIV ADJOURNMENT:

It was moved by Terri Mileski and seconded by Joy Hopkins to:

“Adjourn the meeting.” No discussion. Motion carried unanimously. The meeting adjourned at 5:45 p.m. ET.

Laura L. Johnson
Assistant Board Secretary

Completion
Date

Approval Date

Joy E. Hopkins
Chair

Approval Date