

REPORT OF MINUTES

**BOARD OF TRUSTEES
REGULAR MEETING**

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

February 14, 2024

- I CALL TO ORDER:** The meeting was called to order at 5 p.m. ET by Chair Eric Lundin.
- II ROLL CALL:** Roll call was taken by Laura Johnson, Assistant Board Secretary.
- Members present: Wendy Middaugh, Steve Davis, Nick Chenier, Joy Hopkins, Terri Mileski, Eric Lundin
- Member absent: Tom Butch
- Administration: Taylor Barron, Beth Berube, Travis Blume, Cindy Gallagher, Nerita Hughes, Eileen Sparpana, Jessica Van Slooten
- Recorder: Laura Johnson, Assistant Board Secretary
- Faculty: Brian Black, Molly Campbell, Dan Hall
- III CITIZEN INTRODUCTIONS AND COMMENTS:** None
- IV APPROVAL OF AGENDA:** The nursing presentation was rescheduled to the March 20 meeting. The agenda was approved by unanimous consent.
- V DECLARATION OF INTEREST:** None
- VI APPROVAL OF MINUTES:** The Meeting Minutes from the Special and Regular Meetings on January 17, 2024, were approved by unanimous consent.
- VII PRESENTATION:**
- A Liberal Arts Program Update:** Dan Hall, Social and Behavioral Sciences Division Chair; Dr. Brian Black, Math and Science Division Chair; and Dr. Jessica Van Slooten, Dean of Arts and Sciences, presented an update on the Liberal Arts program, one of the College's top ten programs. The presentation slides are attached. Jennifer McCann, Arts & Letters

Division Chair, also worked on the presentation but could not attend due to illness.

Discussion was held with trustees and the importance of supporting students with flexibility in recognition of their life challenges and having the technology to support that ability was recognized.

VIII PRESIDENT'S REPORT:

President Hughes reported:

Program Reports:

The Board will receive presentations on the College's top 10 programs over the next few months. In addition to Liberal Arts, Nursing, Business, Business Administration, Computer Networking, Social Work, Criminal Justice, Early Childhood, and Welding, will be reviewed with a focus on program retention, completion, and persistence rates, and the challenges and opportunities that relate to potential enrollment. The process will provide Divisions the opportunity to review these programs and make improvements. The Liberal Arts presentation revealed the need to scale back the number of program offerings to focus on programs that students are seeking, as long as we have the bandwidth to offer them.

Workforce Institute:

Dr. Hughes, Cindy Gallagher, Michele Campbell, and Renee Lundberg attended AACC's Workforce Development Institute. Today, they shared with employees what was learned at the Institute, including new and exciting opportunities to interface with businesses in the BILT (Business & Industry Leadership Team) model which allows industry and faculty to review curriculum and other facets in preparing students for and moving into employment.

Civil Rights Tour:

Dr. Hughes participated in the Reckoning for Truth, Trust, and Racial Justice Tour throughout Atlanta, GA and Alabama. The tour activities included visiting the Legacy Museum and other historical places that told the story of segregation in the 1960's and fostered looking at diversity, equity, and inclusion (DEI) through a different lens. As a leader, how to lead, follow, and bring others along around race and place by directing how we can talk about DEI from a racial perspective, to begin to integrate differently through comfortable conversations and holistically, as the landscape changes in the U.P., to make sure we're accepting of new students, employees, and trustees.

National Legislative Summit:

Dr. Hughes attended the ACCT National Legislative Summit in Washington, D.C. She met independently with Congressman Jack Bergman and staff of Sen. Peters to discuss Bay's housing needs and state appropriations, and with Senators Stabenow and Peters as part of the MCCA group meeting.

Federal legislative priorities are focused on bolstering the role of community colleges in workforce development and there is bipartisan support.

- WIOA (Workforce Innovation and Opportunity Act): Reauthorization should include SWAA (A Stronger Workforce for America Act) to support more workforce training and dollars to link industry and education.
- The Farm Bill to support rural community colleges does not apply to Bay College because we do not necessarily have an agriculture program which this bill impacts
- Workforce Pell Grants: Support for Workforce Pell Grants to establish Pell Grant eligibility for shorter-term programs (less than 8 weeks) was requested by lowering the clock hours requirement to 150, to ensure they are part of the Workforce Pell Act.
- End Taxation of Pell Grants: Support to end the taxation of Pell Grants and alter the \$2,500 American Opportunity Tax Credit (AOTC) so that Pell Grant awards are not counted against a student's eligibility.

Technology Needs Assessment:

Ferrilli Associate Director Tom Hausmann is at both campuses this week to meet with employees and students. Ferrilli consultants Susan Tosh and Dr. Tiffany Hunter are also participating in the interviews remotely. So far, they have received a lot of good information and will highlight the need for governance (structure) which has an impact on IT, academics, and other infrastructural aspects, prioritization and execution (who should do what for IT and IT needs), and improving the admissions process. An Insight Report with action items will be prepared after the interviews are completed this week.

Strategic Planning: The second strategic planning session with employees was rescheduled to March 15, due to illness. The Board’s session was rescheduled to March 14.

Board PD: Professional development for trustees will be a new focus this year. Topics suggested by Board Chair Eric Lundin are Robert’s Rules and DEIB (diversity, equity, inclusion, belonging.)

Bay in the News: High school students were on the Escanaba campus for the Business Professionals of America (BPA) competition on January 12, and SkillsUSA on February 9. Both events received media coverage.

The College’s response to the Governor’s proposal to expand free community college to high school graduates was released to local media.

A TV6 interview with Dr. Hughes about the College’s need for student housing will air tonight.

IX BUSINESS OFFICE REPORT:

No comments or questions.

X BOARD COMMITTEE REPORT & REQUIRED ACTION:

None

XI BOARD ACTION:

A Transaction Report:

There were no questions or comments on the Transaction Report ending January 31, 2024.

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

“The Financial Transactions for the month ending January 31, 2024, stand approved as presented to place on file.” No discussion.

Roll Call:

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

Nays: None

Abstentions: None

Motion carried unanimously.

**B Bay College West Campus
& Advisory Board
Name Changes:**

The Board was presented with the request to change the name of Bay College West Campus to Bay College Iron Mountain Campus after extensive conversations held between Dr. Hughes and employees, students, local employers, the Dickinson County Board of Commissioners and the West Campus Advisory Board. The Board had also heard this request from the Commissioners and Advisory Board.

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

“Approve the name change of the Bay College West Campus to the Bay College Iron Mountain Campus and authorize subsequent changes related to the name change.”

Steve Davis commented that names tend to get shortened and Iron Mountain may become “IM” and Escanaba may become “Esky.” Terri Mileski added that despite what the site references become, the intention of the name change is that Bay College is “One Bay” and the campus location references the site they are on geographically. Laura Johnson added that the College’s legal name, Bay de Noc Community College, is not changed and Eileen Sparpana stated that the campus site references can be considered as the “doing business as” names.

Motion carried unanimously.

The West Campus Advisory Board supported a request to the Board of Trustees at their January 16, 2024, meeting to change the name of the West Campus Advisory Board to reflect the name change of the Bay College West Campus to the Bay College Iron Mountain Campus, or as the Board sees fit. Based on the previous motion, a motion was requested to approve the name change to the Bay de Noc Community College Iron Mountain Campus Advisory Board.

It was moved by Steve Davis and seconded by Nick Chenier to:

“Approve the name change of the Bay de Noc Community College West Campus Advisory Board [Advisory Board] to the Bay de Noc Community College Iron Mountain Campus Advisory Board [Advisory Board] and authorize subsequent changes related to the name change.”

Terri Mileski stated that when changes involving campus location are made at one campus they need to be remembered for the other campus to be consistent.

Motion carried unanimously.

**C Bay College
Advisory Board
Bylaw Revisions:**

Revisions to the Advisory Board bylaws were presented for approval based on the campus and advisory board name changes. Section 5.4 Notices and Waiver was also updated to reflect the provisions of the Open Meetings Act and eliminate outdated notification methods. Approved revisions will be presented to the Advisory Board for approval at their March 19 meeting.

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

“Approve the revisions to the Advisory Board bylaws as presented.” No discussion. Motion carried unanimously.

D Curriculum Activity:

Curriculum activity from February 22, 2023 through February 14, 2024, was presented for board approval.

Wendy Middaugh stated that the curriculum proposals were very interesting and the change to retire the Human Services AAS and merge that into the Social Work program is very important for our community. It will give students a better chance to continue their education and career in this area.

Vice President of Business, Technology, Allied Health, & Workforce Training Cindy Gallagher agreed and stated that other academic areas will also look at properly aligning curriculum to meet industry needs as they prepare for their board presentations.

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

“Approve the curriculum activity from February 22, 2023 – February 14, 2024 as presented: revised program proposals from Allied Health, Math and Science, and Technology; revised course proposals from Social Behavioral Sciences and Allied Health; new course proposals from Allied Health; and a retired program proposal from Social Behavioral Science.” No further discussion. Motion carried unanimously.

XII UNFINISHED BUSINESS:

A Architectural Services Addendum for USDA Loan Application:

The College contracted with Blomquist Architects, PLLC on May 13, 2022, for professional services to design and assist with the construction of a 13,000 square foot student apartment complex on the Escanaba campus at an estimated cost of \$3,500,000. Total cost of professional services was \$240,000.

A change order to the initial agreement was signed on September 26, 2022, increasing the scope of the project to 18,000 square feet and an estimated cost of \$5,000,000. This increased the cost of professional services to \$300,000.

To comply with additional USDA Rural Development requirements of the architect, an addendum to the May 13, 2022 agreement is needed. Board approval of the addendum presented was requested to increase the total cost of professional architectural services with Blomquist Architects to \$311,400 for the additional student housing project.

To date, the College has remitted \$172,975 to Blomquist for these services.

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

“Approve the addendum presented to increase the total cost of professional architectural services with Blomquist Architects to \$311,400 for the additional student housing project.”

Trustees and VP of Finance & Operations Eileen Sparpana discussed the increase of the project cost, which has gone up about \$600,000. Building costs have increased the project cost from \$6.2 million to \$6.8 million since the first budget iteration. A USDA loan will provide a good long term interest rate.

Roll Call:

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

Nays: None

Abstentions: None

Motion carried unanimously.

XIII NEW BUSINESS:

None

XIV MCCA UPDATE:

Joy Hopkins reported that Governor Whitmer’s proposed 2024-25 state budget has been in the news.

XV OTHER:

Nick Chenier reported as the board liaison on the College’s Foundation Board, from the Foundation Board meeting today. The Foundation made back the losses of 2022 in 2023; passed to withdraw the normal 5% rate (which averaged between 3-5%); received Maki Trust funds which creates ~\$60,000 at 5% for scholarships; the 2024 total scholarship disbursements were \$611,000 compared to \$135,000 disbursed in 2013. The Foundation has grown a lot in 10 years.

Eric Lundin requested how our foundation assets and distribution rates compare to other similar size community colleges based on enrollment.

XVI 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 6:02 p.m. ET.

Laura L. Johnson
Assistant Board Secretary

Completion
Date

Approval Date

Eric L. Lundin
Chair

Approval Date



Liberal Arts at Bay College

Serving Students and
Our Community through
Interdisciplinary
Education

Jennifer McCann, Dan Hall,
Dr. Brian Black, Dr. Jessica Van Slooten

Liberal Arts Defined

- Liberal Arts traditionally includes study of arts; humanities; math; and social, behavioral, natural, and physical sciences
- Associate of Arts (AA) transfer degree
 - 33 Liberal Arts concentration options; most include 30 credits General Education and 30 credits electives
 - 5 specific programs of study



Current Liberal Arts Concentrations at Bay College

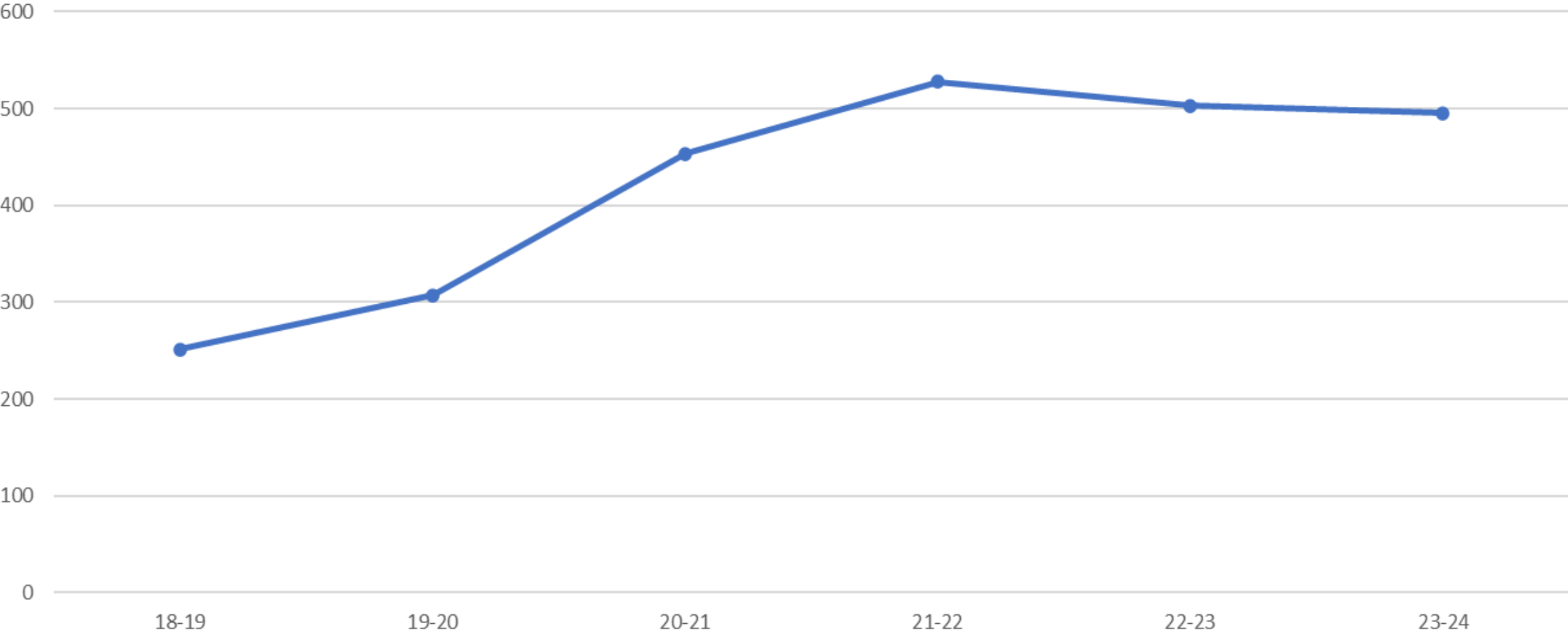
- Accounting
- Athletic Training/Sports Science
- Automotive Engineer Technology
- Automotive Management
- Communication
- Computer Science
- Construction Management
- Early Childhood Education
- Education
- Education (Elementary)
- Education (Secondary)
- Education (Special)
- Engineering Technology
- English
- Entertainment/Sports Promotion
- Fire Science

- History
- Homeland Security
- Journalism
- Law (Pre)
- Liberal Arts
- Magnetic Resonance Imaging Technologist (Pre)
- Mathematics
- Music
- Nursing Transfer
- Political Science
- Psychology
- Public Administration
- Recreation Management
- Sociology
- Speech Communications
- Theater
- Women's and Gender Studies



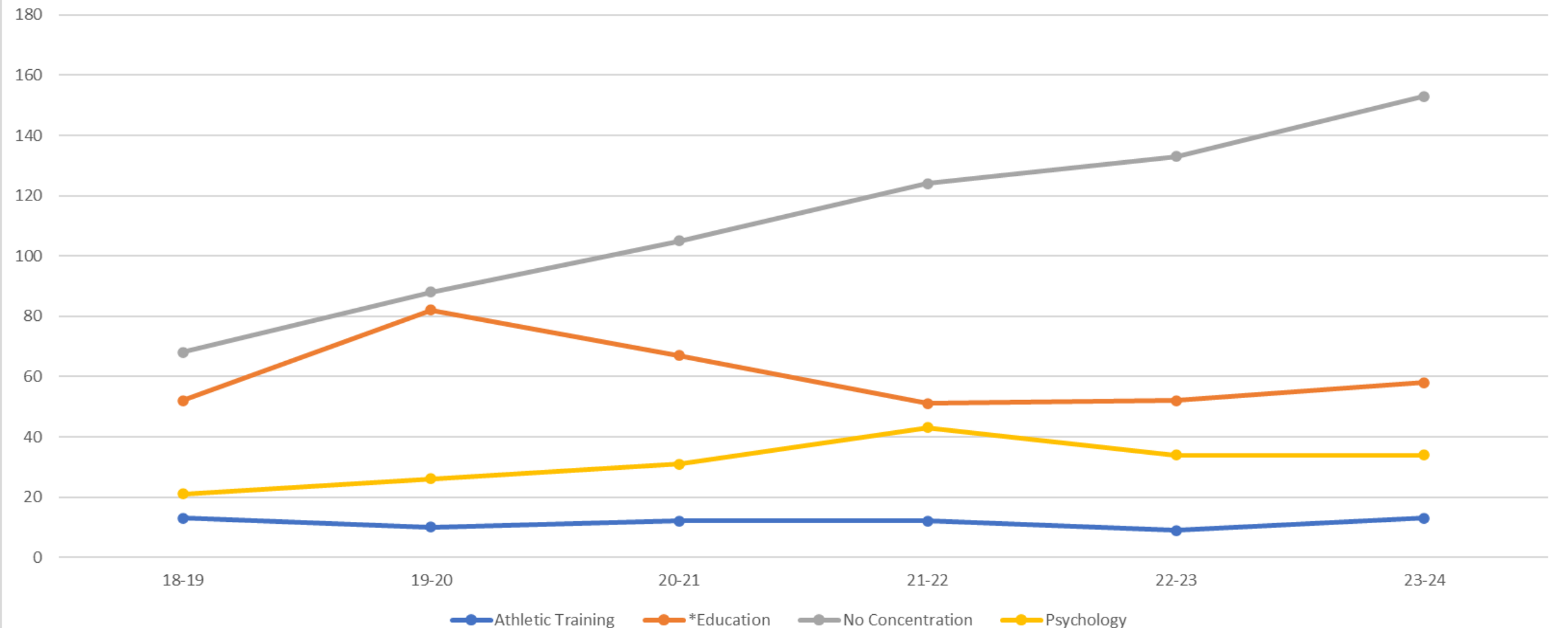
Total Liberal Arts Concentrations Enrollment 2018-2023

Total Enrollment Per Year *Includes all concentrations (45) as reported by IR (this includes LSSU concentrations)



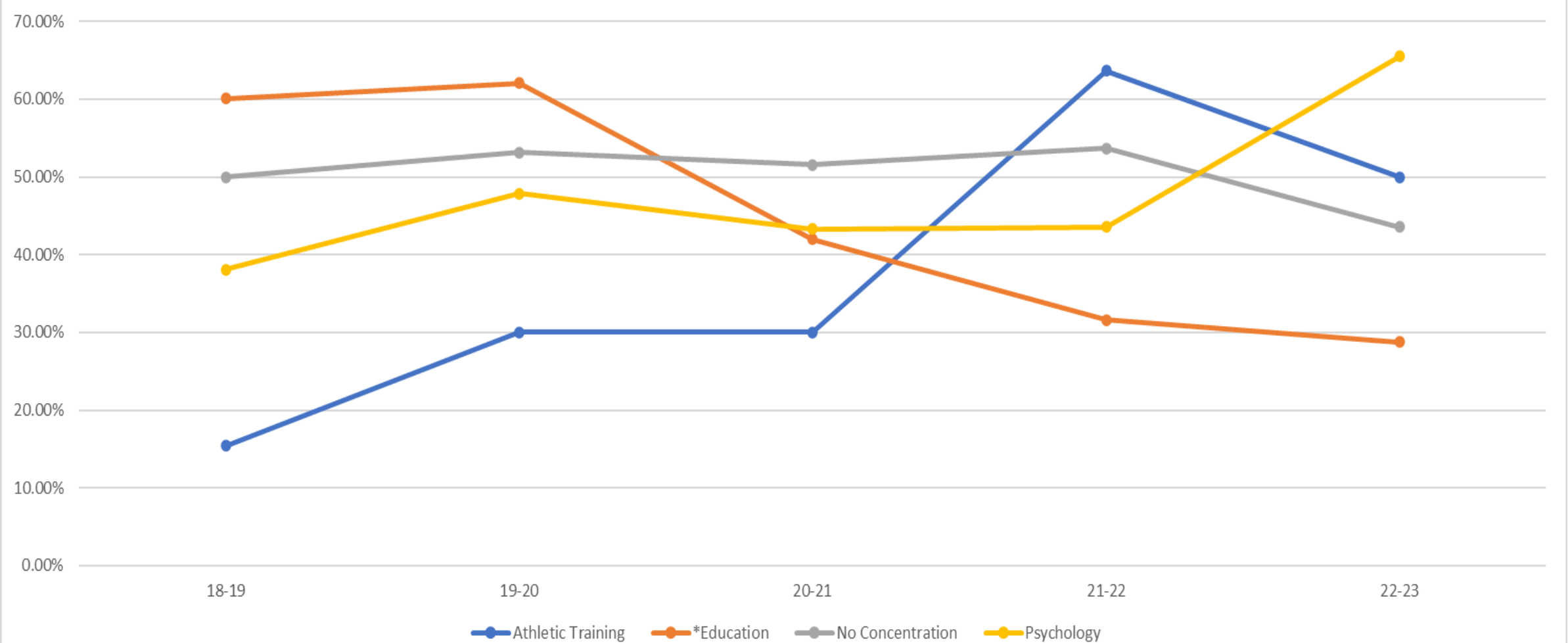
Select Liberal Arts Concentrations Enrollment 2018-2023

Enrollment Per Year *Education includes: Education, Elementary Ed., Secondary Ed.,
and Special Ed. Concentrations



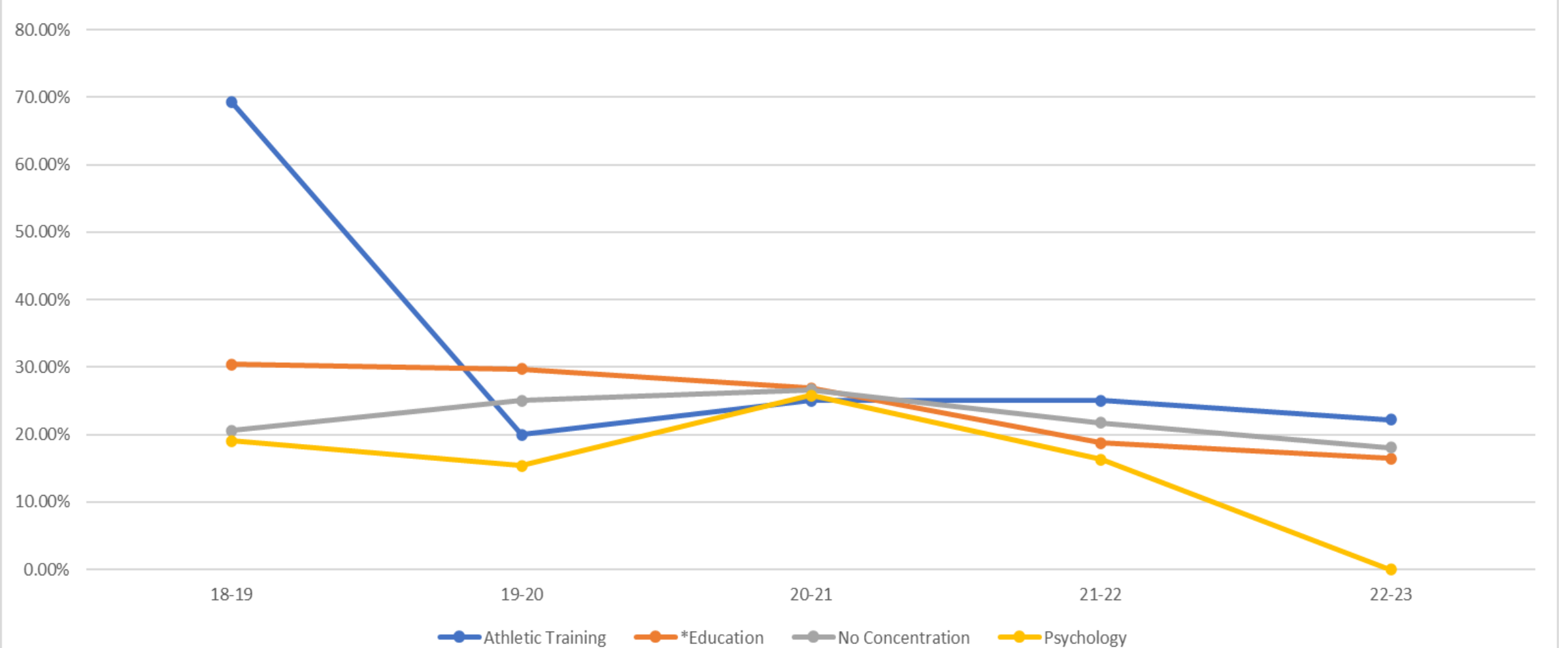
Select Liberal Arts Concentrations Retention 2018-2023

Retention Per Year *Education takes the average retention score from: Education, Elementary Ed., Secondary Ed. and Special Ed. Concentrations



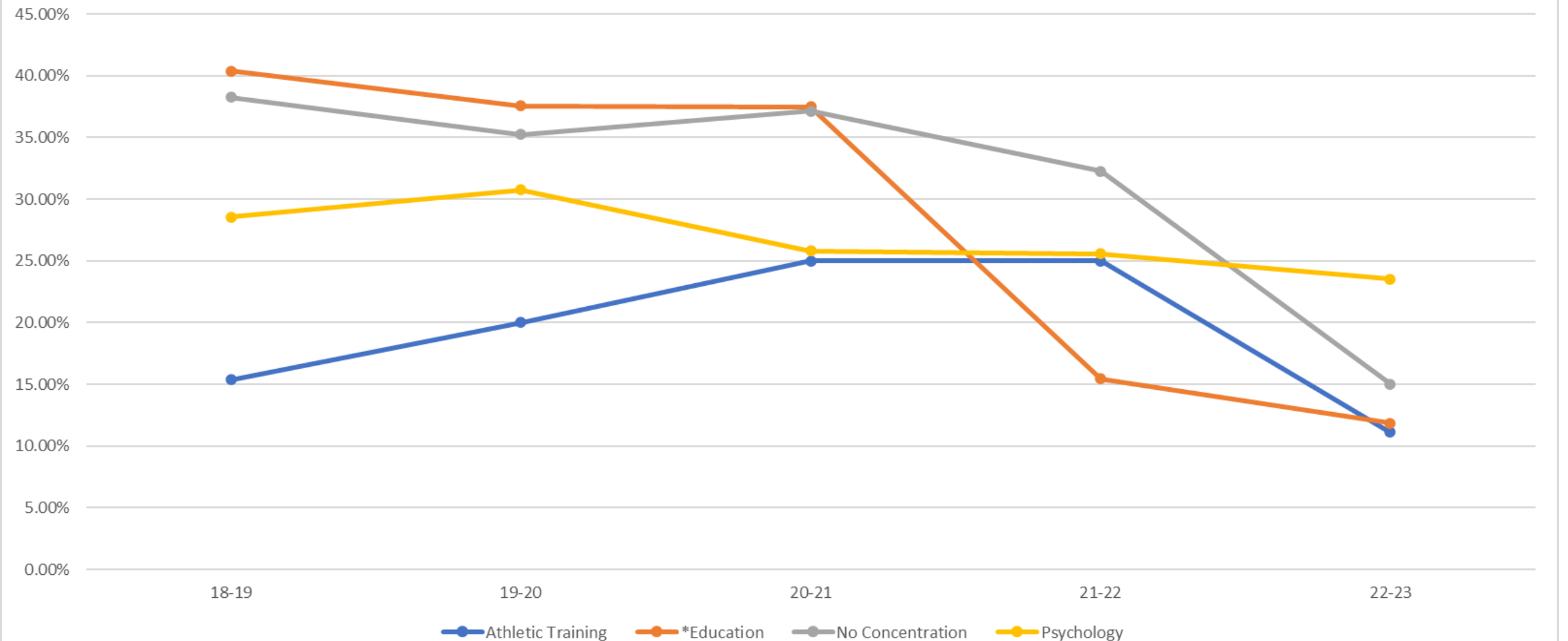
Select Liberal Arts Concentrations Persistence 2018-2023

Persistence Per Year *Education takes the average persistence score from: Education, Elementary Ed., Secondary Ed., and Special Ed. Concentrations



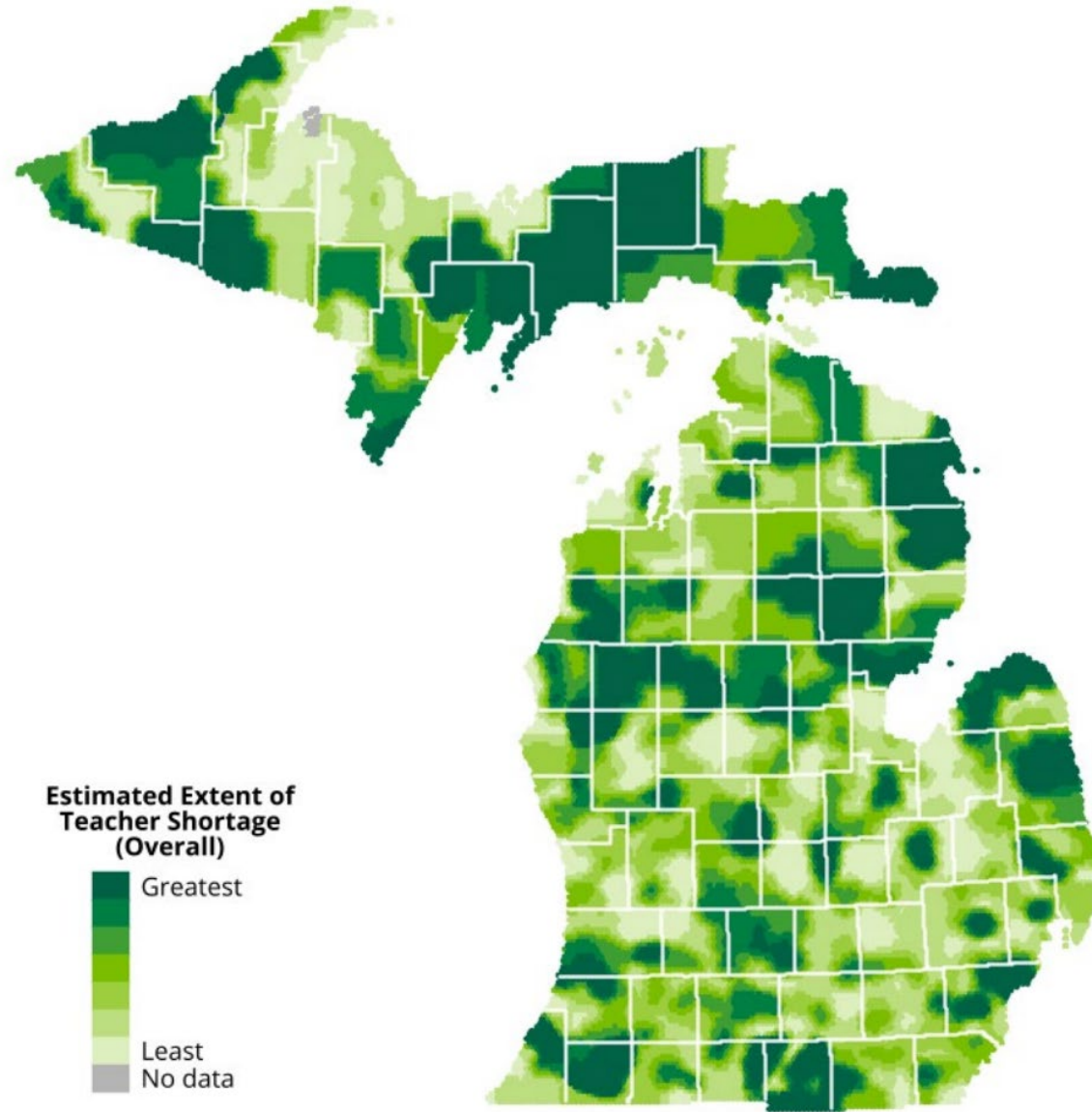
Select Liberal Arts Concentrations Completion 2018-2023

Completion Per Year *Education takes the average completion score from: Education, Elementary Ed.,
Secondary Ed., and Special Ed. Concentrations



Workforce Needs: Education

Figure 6.1. Estimated Extent of Overall Teacher Shortages



Source: Michigan Teacher Shortage Study: Comprehensive Report, EPIC, 2023

Workforce Needs: Psychology

Table 4-1 Ratio of Population to Providers

| | Primary Care Physicians (2018)[a] | Dentists (2019)[b] | Mental Health Providers (2020)[c] |
|--|-----------------------------------|--------------------|-----------------------------------|
| Michigan | 1,280:1 | 1,340:1 | 370:1 |
| Alger | 1,300:1 | 2,270:1 | 1,520:1 |
| Baraga | 940:1 | 1,390:1 | 760:1 |
| Chippewa | 1,640:1 | 1,630:1 | 310:1 |
| Delta | 1,330:1 | 1,430:1 | 650:1 |
| Dickinson | 1,110:1 | 1,020:1 | 320:1 |
| Gogebic | 1,100:1 | 2,160:1 | 560:1 |
| Houghton | 1,580:1 | 1,510:1 | 550:1 |
| Iron | 1,390:1 | 2,220:1 | 860:1 |
| Keweenaw | * | 2,110:1 | * |
| Luce | 790:1 | 2,090:1 | 700:1 |
| Mackinac | 1,340:1 | 1,200:1 | 570:1 |
| Marquette | 940:1 | 1,170:1 | 270:1 |
| Menominee | 2,880:1 | 1,640:1 | 880:1 |
| Ontonagon | 5,880:1 | 1,930:1 | 2,900:1 |
| Schoolcraft | 1,150:1 | 1,600:1 | 450:1 |
| | | | |
| [a] Area Health Resource File/American Medical Association | | | |
| [b] Area Health Resource File/American Medical Association | | | |

Challenges

- Many concentrations
 - few specialized courses
 - limited subject experts to teach and advise
- Potential for stakeholder confusion about degree availability
- Lack of consistent program reviews for planning, marketing, recruitment initiatives



Opportunities

- Evaluate concentration offerings
 - Use multiple data points
- Evaluate concentration declaration process
 - Review process from admission to transfer
 - Review role of faculty and co-advisor conversations with students
- Establish more transfer pathways in popular concentrations



Thank You!

- Jennifer McCann, Arts and Letters Division Chair
- Dan Hall, Social and Behavioral Sciences Division Chair
- Dr. Brian Black, Math and Science Division Chair
- Dr. Jessica Van Slooten, Dean of Arts and Sciences

