

**REPORT OF MINUTES**  
**BAY de NOC COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES**  
**SPECIAL BOARD (RETREAT) MEETING**

**HUB Building, Room 874**  
**Escanaba, MI 49829**

**April 22, 2024**

- I. **Call to Order:** The meeting was called to order at 3:10 p.m. ET by Chair Eric Lundin.
  
- II. **Attendance:** Members present: Tom Butch, Wendy Middaugh, Nick Chenier, Steve Davis, Terri Mileski, Joy Hopkins, Eric Lundin  
  
Tom Butch attended by phone as a reasonable accommodation for a disability.  
  
Members absent: None  
  
Administration: President Nerita Hughes  
  
Recorder: Steve Davis, Board Secretary
  
- III. **Agenda:** The agenda stood as presented.
  
- IV. **Citizen Introductions & Comments:** None
  
- V. **Declaration of Interest:** None
  
- VI. **Budget FY25:** The many aspects of the FY25 budget were discussed, including possible changes in state funding, local property taxes, employee pay levels, enrollment projections and the impact of reorganization upon the budget. Additional discussion will be held at the next retreat meeting.
  
- VII. **Holiday Policy:** A broad ranging discussion was held concerning whether the President should determine the floating holiday (as per present policy) or should the day be chosen by the individual employee. A relaxing of the policy was generally favored. Additional discussion will be held when survey information is returned from peer schools on the federal holidays they recognize.

**VIII. Strategic Planning:**

**A. Board Terms expiring in 2024:**

Terri Mileski advised she will run for re-election on the Board of Trustees in the November General Election. Tom Butch will retire from the Board when his term expires, after 50 years of service on the Board, and request Trustee Emeritus status.

**B. Institutional Update:**

Dr. Hughes advised of the organizational changes being made and the progress toward implementation.

**IX. Board Agenda Items:**

**A. FTF Association Agenda Requests:**

After reviewing the language of Section 0023 of the Full-Time Faculty Master Agreement, it was the general understanding of the Board that any Association request for an item to be placed on the Board's agenda must advise of the general nature of the topic to be discussed. A simple request to be on the agenda without so advising need not be honored. This issue may need to be discussed during future negotiations.

**B. Curriculum Approval:**

The possibility of removing the necessity of board approval for curriculum was discussed. The Board expressed general support for that change.

**C. Professional Development:**

The idea of "shared governance" was discussed. Dr. Hughes was able to provide a better understanding of the concept.

**X. Dr. Hughes' Performance Assessment Process:**

The timing for the Board's assessment of Dr. Hughes was discussed and it was agreed to continue the discussion at the next retreat meeting.

**XI. Other:  
A. Nov. 13 Board Meeting:**

The Board was advised that Dr. Hughes will be attending the November 13, board meeting remotely while she is out of town for an American Association of Community Colleges Fall Commission meeting.

**B. Bulletin Boards:** Dr. Hughes updated the Board on the issue of certain postings on campus billboards. The Board discussed the issue and the need for vigilance and balance. Dr. Hughes will keep the Board advised.

**XII. Adjournment:** It was moved by Tom Butch and seconded by Joy Hopkins to:

**“Adjourn the meeting.”** No discussion. Motion carried unanimously. The meeting adjourned at 5:31 p.m. ET.

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Stephen T. Davis  
Board Secretary

Completion  
Date

Approval Date

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Eric L. Lundin  
Chair

Approval Date