

REPORT OF MINUTES

**BOARD OF TRUSTEES
REGULAR MEETING**

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

July 17, 2024

- I CALL TO ORDER:** The meeting was called to order at 5:05 p.m. ET by Chair Eric Lundin.
- II ROLL CALL:** Roll call was taken by Laura Johnson, Assistant Board Secretary.
- Members present: Steve Davis, Terri Mileski, Nick Chenier,
Wendy Middaugh, Joy Hopkins, Eric Lundin
- Member absent: Tom Butch
- Administration: Beth Berube, Travis Blume, Kim Carne, Cindy
Gallagher, Nerita Hughes, Jonathan Lane,
Lynn Martinson, Penny Pavlat, Amy
Reddinger
- Recorder: Laura Johnson, Assistant Board Secretary
- Faculty: Amber Kinonen
- III CITIZEN
INTRODUCTIONS
AND COMMENTS:** None
- IV APPROVAL OF
AGENDA:** The agenda was approved by unanimous consent.
- V DECLARATION OF
INTEREST:** None
- VI MINUTES:** The Meeting Minutes from the Special and Regular Meetings on
June 19, 2024, and the open and closed sessions of the Special
Meeting on July 8, 2024, were approved by unanimous consent.
- VII PRESENTATION:**
- A MPDI:** Director of IR Penny Pavlat reviewed the Michigan Postsecondary
Data Inventory Report (MPDI.)
- Trustees discussed the community college funding formula used to

determine state appropriation awards. The formula is based on schools' fiscal year equated student (FYES) count, which is the equivalent of one student with one full year of instruction totaling 30 credit hours. A college's total credit hours divided by 30 results in the college's FYES.

VIII PRESIDENT'S REPORT:

President Hughes reviewed accomplishments over her first year as president of Bay College. The presentation slides are attached.

Trustees expressed gratitude for the work accomplished over the last year and congratulated Dr. Hughes on a job well done.

Dr. Hughes also reviewed the new outline and template that will be used for administrative reports to the Board of Trustees beginning with the August 21 board meeting. The reports will shift to highlight areas of opportunity, sustainability, growth, and retention instead of activities.

IX BUSINESS OFFICE REPORTS:

Financial reports were unavailable because the College is undergoing the annual audit.

X BOARD ACTION:

A Transaction Report:

There were no questions or comments on the Transaction Report ending June 30, 2024.

On a motion made by Joy Hopkins and seconded by Nick Chenier:

“The Financial Transactions for the month ending June 30, 2024, stand approved as presented to place on file.” No discussion.

Roll Call:

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

Nays: None

Abstentions: None

Motion carried unanimously.

XI UNFINISHED BUSINESS:

A Second Reading Policy 504:

Revisions to Personnel Policy 504 Administrative and Hourly Employees Holidays received first reading approval at the June 19 board meeting. The revisions were presented for second reading.

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

“Approve second reading of the revisions to Personnel Policy 504 Administrative and Hourly Employees Holidays as presented.” No discussion. Motion carried unanimously.

XII NEW BUSINESS:

None

XIII MCCA UPDATE:

Joy Hopkins, Steve Davis, and Wendy Middaugh will attend the MCCA Summer Conference from July 30 – August 2.

XIV OTHER:

None

XV ADJOURNMENT:

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

“Adjourn the meeting.” No discussion. Motion carried unanimously. The meeting adjourned at 6:21 p.m. ET.

Laura L. Johnson
Assistant Board Secretary

Completion
Date

Approval Date

Eric L. Lundin
Chair

Approval Date