



Northwestern
Michigan
College

Board of Trustees

www.nmc.edu/trustees

We deliver lifelong learning opportunities to transform lives and enrich our communities.

1701 East Front Street
Traverse City, MI 49686
(231) 995-1010
trustees@nmc.edu

Meeting Agenda

Monday, February 27, 2023
at Hagerty Center, Room C
Great Lakes Campus, 715 E. Front Street

5:30 p.m. Regular Meeting

I. GENERAL BUSINESS

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Review of Agenda and Approval of Additions, Deletions, or Rearrangements

II. STRATEGIC FOCUS

- E. Mission & Values in Action—Gala to Give
- F. Strategic Initiatives Update—*Jason Slade, Vice President of Strategic Initiatives*

III. REPORTS AND PRESENTATIONS

- G. Program Focus: Extended Education Services Global Certificate—*Laura Matchett, Director*
- H. Faculty Report: Math Department Corequisite Model—*Tony Jenkins, Math Instructor*

IV. PUBLIC INPUT

Each person wishing to address the Board during public comment must be present and shall provide their name, address, city, phone, and issue to be addressed on a form provided prior to the meeting. The topic addressed should be related to business within the jurisdiction of the Board. Forms will be collected and given to the Board Chair prior to the call for order. Comments will be limited to (3) three minutes in length per speaker. The Board will take public remarks into consideration, but will not comment at time of input.

V. UPDATES

- I. President's Update—*President Nick Nissley*
- J. Board Chair Update—*Laura Oblinger, Chair*
- K. Trends in Higher Education—*Laura Oblinger, Chair*



1701 East Front Street
Traverse City, MI 49686
(231) 995-1010
trustees@nmc.edu

February 27, 2023 Meeting Agenda
Page 2

VI. CONSENT ITEMS (Pursuant to Policy A-105.00 Consent Agenda Items)

These items will be adopted as a group without specific discussion. When approving the meeting agenda, any Board member may request that a consent agenda item be moved to the regular agenda for discussion or questions.

Recommend that the following items be approved:

- L. Minutes of the January 23, 2023, regular meeting
- M. Minutes of the February 23-24, 2023, retreat
- N. Enrollment Report—*Todd Neibauer, Vice President for Student Services and Technologies*
- O. Financial Report—*Troy Kierczynski, Vice President of Finance and Administration*
- P. PRMC—*Diana Fairbanks, Associate Vice President of Public Relations, Marketing, and Communications*
- Q. Foundation Report—*Jennifer Hricik, Interim Associate Vice President for Resource Development and Executive Director of Foundation*
- R. Higher Learning Commission Accreditation Update—*Stephen Siciliano, Vice President for Educational Services and Joy Goodchild, Executive Director, Office of Research, Planning, and Effectiveness*

VII. ACTION ITEMS

- S. **Adjustment to Prior Authorization for Aircraft Purchase** (Pursuant to Policy A-106.00 Finance)

Recommend authorization for administration increase the purchase limit of a prior authorization granted by Board of Trustees in April 2022 for the purchase of a used aircraft from \$450,000 to \$550,000.

- T. **New Jobs Training Program** (Pursuant to Policy A-106.00 Finance)

Recommend authorization for administration to enter into training agreements under the Michigan New Jobs Training Program (MNJTP) for the following companies:

- Cultured Ferments Company (new)
- Food For Thought (new)
- Hayes Manufacturing (amendment)
- Strata Design (amendment)

VIII. REVIEW OF FOLLOW-UP REQUESTS

Confirm requests made by the Board that require administrative follow-up for information to be provided to the Board at a later date.

IX. ADJOURNMENT

Upcoming Board Meeting Dates:

March 20, 2023—NMC Hagerty Center, Great Lakes Campus, Room C (3rd Monday)
April 24, 2023—NMC Hagerty Center, Great Lakes Campus, Room C
May 22, 2023—Timothy J. Nelson Innovation Center, Room 106/107

All board meetings are open to the public.

NMC NEXT

OUR COMMUNITY. OUR COLLEGE. OUR FUTURE.

To: Dr. Nick Nissley, President
From: Jason Slade, Vice President of Strategic Initiatives
Date: February 13, 2023
Subject: Strategic Initiatives Update: *February 27, 2023 Board of Trustees Meeting*
 Topic: ***Summary of Strategic Plan and Next Steps***

The February Board of Trustees Meeting provides the opportunity to summarize the progress of NMC's Strategic Plan to date and provide next steps for the upcoming academic year.

Brief Status Update for Each Strategy:

Strategy 1: Future-Focused Education (Champion: Stephen Siciliano)

Enhance offerings through flexible academic pathways, innovative instructional delivery models, and relevant, hands-on educational experiences to empower global learners for the future.

Status: 5 objectives are in progress and on track

Strategy 2: Student Engagement and Success (Champion: Todd Neibauer)

Develop and deliver comprehensive support services, robust engagement opportunities, and a vibrant collegiate experience to foster learner success, goal completion, and employability.

Status: 3 objectives are in progress and on track; 1 objective is in progress, minimally behind schedule; 1 objective is behind schedule due to an unstaffed success coach position

Strategy 3: Diversity, Equity, and Inclusion (Champion: Marcus Bennett)

Cultivate an inclusive environment that fosters a sense of belonging and delivers equitable opportunities so all are able to thrive and succeed.

Status: 4 objectives are in progress and on track; 1 objective is complete

Strategy 4: Community Partnerships and Engagement (Champion: Jason Slade)

Enhance collaborations that advance community engagement, economic and workforce development, and innovative opportunities for lifelong learning.

Status: 4 objectives are in progress and on track. This strategy will have some alignment with the NMC Foundation's Strategic Plan. We will work through the integration over the next few months as the Foundation finalizes their actions.

Strategy 5 - Institutional Distinction and Sustainability (Champion: Troy Kierczynski)

Leverage distinctive programs that strengthen institutional sustainability and expand global connections for our learners and communities.

Status: 4 objectives are in progress and on track; 3 objectives are in progress, minimally behind schedule

Year 1:

The current phase of the Strategic Plan is scheduled to be completed by June 30, 2023, aligning with the end of the fiscal year. At this time, action steps will be carried over to the next year, revised, or discontinued. This work is done by the Strategy champions and the objective leads based on progress being made in a

particular objective. Metrics were added in September 2022 and updated, where appropriate, in February 2023. These will be reported out with each monthly update.

Year 2:

The development of Year 2 action steps began in November 2022 with preparation of a rough draft of action steps to support the current objectives. Champions provided feedback in January 2023 and actions will continue to be refined based on Year 1 progress, end of the fiscal year financial reviews, and budgeting. Year 2 will cover actions from July 1, 2023 through June 30, 2024.

This year, more integration has occurred between the college's A3s and budget processes. A3 documents are implemented at the department level and provide actions and goals for the upcoming fiscal year. Strategic Plan actions were cascaded down to the departmental A3 level, emphasizing the plan implementation. Employee goals are then aligned to the A3, creating a connection to the Strategic Plan. As part of this process, budget needs are highlighted for Year 2 actions. These will be finalized as the FY24 budget is determined. While the identification of Year 2 actions appears early, it is necessary to align with the college's other processes and procedures, allowing integration of the Strategic Plan into day-to-day operations.

In addition, metrics and performance indicators will be reviewed for each objective. The Office of Research and Planning Effectiveness (ORPE) will provide data and calculations where applicable. These will be reported out, where appropriate, with each monthly strategy update.

Timing:

Board of Trustees updates will occur on the following schedule:

- Strategy 1 - Future-Focused Education - March 2023
- Strategy 2 - Student Engagement and Success - April 2023
- Strategy 3 - Diversity, Equity, and Inclusion - May 2023
- Strategy 4 - Community Partnerships and Engagement - June 2023
- Strategy 5 - Institutional Distinction and Sustainability - July 2023
- Strategic Plan Summary/Plan-Do-Check-Adjust/Next Steps - August 2023

Feedback and Changes:

During the Board of Trustees meetings, feedback was provided. The following will be addressed and included moving forward.

1. Continue to add programs identified in the Strategic Plan to upcoming agendas
2. Key Performance Indicators will be added where appropriate.
3. Continued alignment of "plans within a plan" to the overarching college-wide Strategic Plan.
4. Identify connections to the NMC Foundation's Strategic Plan as it is developed.

Additional feedback is always appreciated.



Northwestern
Michigan
College

Global Certificate Program

Extended Education

Dr. Christa Abdul-Karim, Program Manager

Laura Matchett, Director

NMC | NORTHWESTERN MICHIGAN COLLEGE

© 2018 Northwestern Michigan College

About Me



Background

Education



NMC | NORTHWESTERN MICHIGAN COLLEGE

© 2018 Northwestern Michigan College

The Program

Become a global citizen within your local community!
The Global Certificate program will allow you to take fascinating classes on topics such as diversity, global issues, local issues, culture, religion, history, and politics.



Requirements

- 6 global courses
- 1 required diversity course
- 2 Denno's Museum visits
- 2 Coffee Chats
- 2 International Affairs Forum programs
- 2 Field trips



Welcome Package

2 tickets to the Dennon Museum

A one year virtual membership to the IAF

Participation in the NMC Global Literature Reading Group,
with two books included

Plus more surprises along the way!



Classes

Many classes on topics such as diversity, global issues, local issues, culture, religion, history, and politics

Culture Bites

Ukraine: What Does Putin
Want

Introduction to Islam



Future Plans

More Classes

Expanded Partners

International Experiences



NMC | NOV

Ready to

TRAVEL WITH EES?



Join wine expert Brian Lillie and travel expert Christa Abdul-Karim for an extraordinary Italian food and wine experience in November 2023!

FREE INFORMATION SESSION
MARCH 6 2023
REGISTER HERE



© 2018 Northwestern Michigan College

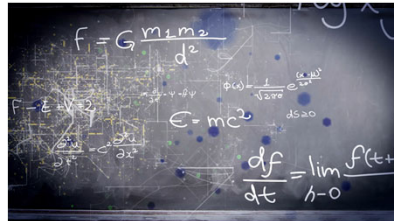
NEW Global Certificate Program

BECOME A GLOBAL CITIZEN IN YOUR OWN COMMUNITY

ENROLL AT NMC.EDU/GLOBAL-CERT



Michigan Reconnect Program and Math



Michigan Reconnect Program

- Provides free tuition at in-district community colleges to earn an associates degree or skill certificate for those 25 and older
- Governor Whitmer has urged lawmakers to lower the minimum age for this program from 25 to 21

The Timeline of Michigan Reconnect

- Community Colleges were told in December 2020 and January 2021 to formulate a plan to accelerate students through college level math
- Initially, several potential models were under consideration including the corequisite model, a compression model, and modularization
- The goal was to enroll at least 70% of the reconnect students in college level math and English with their first two college semesters
- If February of 2021 the request was modified. The guiding principle was that the corequisite model that allows students to complete college-level math in their first semester the best option for the large majority of student. This would apply to all students, not just those in the reconnect program.
- Changes were to be implemented by January of 2022

Impact on the Math Department

- The math department had to quickly plan a transition to the corequisite model
- Traditional Developmental Math courses were retired
- A new entry level course called MTH 100 was developed for our lowest placing students
- Corequisite courses for all three college level math pathways were developed very quickly and sent through Curriculum Committee
- New placement guidelines had to be developed immediately

Where are we now?

- Corequisites courses were implemented in January of 2022 in all courses affected except College Algebra. The corequisite course for College Algebra was offered in Fall 2022.
- The department is monitoring the success of the courses and will adjust as needed.
- Our hope is that the percentage of students placing in corequisite courses who complete a college level math course is significantly higher than the percentage of students who tested into developmental math and completed college level math under the old model.

What does a Corequisite Course Look Like?

- The corequisite portion of classes generally involves group work
- Individual days may consist of:
 - Work on prerequisite topics
 - Extra work on difficult topics in the parent class
 - Mindset activities

Sample Responses to Mindset Questions

1. Have you ever felt pressured to be quick at math? Explain.
2. What strategies have you previously used for learning mathematics? Which have you not used? We have seen an overview of what is included in statistics in chapter 1, which strategies do you think might apply most often to statistics? Why do you think that?

Responses:

1.) Yes, I constantly feel pressured to be quick at math in my math classes and every time I am in that situation I feel an immense amount of stress. My school favors students that are quick to answer and that excel in stressful situations. I am not one of those students, which is why I enjoy doing worksheets and small group work.

2.) Two strategies I have used are teamwork and drawing it out. I enjoy both of those strategies. I have never used the strategy where you start with a smaller case or the one where you look for different resources. I think that drawing it out and teamwork will apply to statistics the most. Drawing it out is important so you can see the whole picture the data creates and understand it better. Teamwork is also important because everyone has a different point of view, so different people might interpret data differently and talking about those ideas can broaden your knowledge and understanding of the data in question.

1. Yes, mostly in elementary school. When we were focused on multiplication, our teacher had flash cards and we would play a game where we went around the room and tried to answer as fast as possible. I remember doing this a lot! And we may have done it in earlier grades with addition and subtraction. For those years I had many multiplication problems memorized. However, I don't think I ever got the hang of understanding multiplication, especially with larger numbers where you can take multiple approaches to find the answer.

2. Drawing and visualizing the problem, flashcards, asking for help, practicing, and working with others. I think the most helpful thing to learn math is applying it to real world situations. Math is sometimes necessary for woodworking and other building projects. When I was applying for grants, I needed algebra to help figure out average daily costs for pet care.

I think the most helpful strategy for statistics will be visualizing, since there are so many graphs involved in understanding data. I think working with other people will be helpful too since statistics seems to draw from many areas of math and everyone has their own area of expertise and understanding.

Sample Responses to Mindset Questions

Today was the last day of the support course. What was your biggest take away from this course? Why did you select that?

I liked this class not only to ask questions but to actually get hands on help for the questions. This also gives extra time to help better explain things so students can also get more practice. I really think this class is worth it because if students don't have a chance to ask questions in class, they will have extra time. The only thing I would do differently is make sure that students know that this class is an option. I didn't know this class existed until someone else in the class told me about it. I would put in maybe in moodle so when the students get registered to the MTH 131, they know that there is a support class for the class if they need extra time or are struggling. I do think that before the final you should have the class gather one more time and just go over things most students might not get or so they have time to answer questions

My biggest take away from this course was the journaling. I think that I was able to think about why I am in the course, how I can improve my study habits, how I can improve my mindset, and in return, how I can do better in the classroom. I selected this because at times, schoolwork can feel uncontrollable and stressful. However, it is important for me to understand that it is manageable, as long as I maintain a healthy mindset.

My biggest take away was the importance of talking to other people about problems positively effects my ability to work hard and gain more understanding in school. I think this can not only help me succeed in this math class, but can also be applied to other areas in my life. Talking to other people opens me up to different ways of thinking and solutions that I would not come to on my own. Without reaching out for help and other opinions, it is easy to get stuck on the hamster wheel of the mind for a long time, without even realizing there is a way off.



Impact on Enrollment

- The math department will monitor the change in enrollment when compared to the traditional model
- It's hard to separate the change in enrollment, though, from college-wide trends
- The data that the department will most closely monitor is the percent of students who complete a college-level math course.

Any questions?



MEMO
Office of the President

To: NMC Board of Trustees
From: Nick Nissley, President
Subject: February Mid-Month Update
Date: Wednesday, February 15, 2023

Dear Board of Trustees,

Since our January Board meeting the following are key updates:

- **Associate Degree in Nursing (ADN) to Bachelor of Science in Nursing (BSN) Completion Program.** Last week, we formally announced our partnership with Davenport University to launch a first-of-its-kind BSN program, which will give NMC nursing students a structured pathway to earn a BSN, right here in Traverse City. Students will be enrolled for two years at NMC and complete their degree with a third year also spent locally, but as Davenport students. It gives nursing students a faster, less expensive path to a BSN than what has previously existed in northern Michigan. And, it's a new tool to support replenishing northern Michigan's healthcare talent pipeline. While technically NMC is not awarding the BSN; however, NMC is offering the BSN degree on our campus. NMC once again showed our responsiveness to community needs, being among the first of Michigan's 28 community colleges to roll out a BSN program under the 2022 legislation. As trustees you can be especially proud of the program quality, also. NMC has the largest nursing associate degree (ADN) program north of Grand Rapids. In the last two years, NMC has graduated 91 ADN students; 64 of whom are employed at Munson. NMC graduates also have a high success rate on the registered nursing licensure exam, the NCLEX. In 2022, 95 percent of NMC's associate degree graduates passed it on the first attempt, exceeding both Michigan and national averages.
- **State Budget.** On February 8th the Governor unveiled her FY24 Community College Budget Executive Recommendation. Key provisions include:
 - 4% operations increase, allocated through the existing performance funding formula
 - creation of the Infrastructure, Technology, Equipment and Maintenance Fund- which would allocate funds to colleges based on enrollment

- creation of the Student Wellness Fund, also distributed based on enrollment; \$16.2 million of the total amount would go to assist community colleges with evaluating, identifying, and addressing student wellness needs on campus
 - the Governor is also proposing to lower the Michigan Reconnect age to 21 temporarily, and would fund that in a FY23 supplemental
 - Michigan Achievement Scholarship: \$350 million total - a \$100 million increase
 - tuition restraint: 4.5%
- **Capital Outlay.** The Governor released the scoring of the FY24 Capital Outlay requests. NMC's Integrated Student Services Hub - Osterlin Renovation Project (\$6,500,000 total project cost, \$3,250,000 state funding) received a score of 136.4 placing it 6th out of 21 projects reviewed and scored. The previous ranking for this project last fiscal year was also 6th.
 - **Community College Academic Catch-Up Program.** Recall, grants are designed to support a community college's efforts to combat learning loss among recent high school graduates who experienced interruptions to in-person learning due to the Covid-19 pandemic (i.e., a summer bridge program). NMC has submitted our application for grant funding. The free program is designed to help students prepare for their first college courses and will focus on: Math, Reading and Writing Skills, as well as College Preparedness. The program will last 5 weeks, with classes held 4 days per week. Public Relations, Marketing, and Communications is leading the marketing campaign for this program.
 - **MCCA Legislative Goals.** MCCA recently sent member colleges a survey to begin shaping MCCA's agenda around legislative advocacy – seeking input on what our/MCCA legislative agenda should include. This data will be used to shape a discussion with the MCCA Legislative Committee. The Committee will come back to the colleges one more time for further input before finalizing the agenda.
 - **MCCA Student Success Committee.** At the MCCA Board of Directors meeting on January 6, 2023, Dr. Beverly Walker-Griffea, President of Mott Community College and Chair of the MCCA Board of Directors announced her intention to create a Student Success Committee. Chair Walker-Griffea's action reflects the Association's renewed commitment to student success as expressed in the new mission statement and builds on the leadership of the Association in supporting student success efforts in Michigan. I have been invited to serve on the inaugural Student Success Committee. Our initial charge is to:
 1. establish the strategic direction and priorities of the Association related to student success that aligns with the MCCA strategic plan
 2. provide input and guidance to the MCCA on student success priorities of member colleges
 3. promote student success initiatives and engagement among member colleges
 4. make recommendations to the MCCA Executive Committee on matters of student success

The committee will meet quarterly as convened by the Student Success Committee Chairperson and the Vice President of the MCCA.

- **New Enrollment Data Confirms Significant College Access Concerns.** The Center for Education Performance and Information latest data on College Enrollment by High School shows that Community Colleges should be concerned about three notable demographic data points:
 - only 52.8% of students who graduated in 2021-22 attended college within 6 months of graduation
 - this is down 10% from 62.5% just five years ago in 2017-18
 - under 16,000 students attended community college, among the more than 100,000 high school graduates

- **Open Meetings Act Discussions.** Last week, Michigan’s Attorney General Dana Nessel testified before legislative committees in the House and Senate and urged changes to the Open Meetings Act to ensure greater government transparency. Citing temporary adjustments made to open meetings during the pandemic, Ms. Nessel suggested the committees look at remote participation for board members or for the public, posting agendas on a website, requiring a meeting body’s agenda to be posted at least 48 hours in advance of the meeting or forbidding the amending of an agenda in the middle of a meeting. No legislation amending the Open Meetings Act has been introduced so far this session. While remote participation and prohibiting amendment of agendas would be new requirements, the President’s Office does already post meeting agendas on the public website at least 48 hours in advance of the meeting.

- **“Gala to Give”.** Hosted by the NMC Student Success Ambassadors, the “Gala to Give” was a networking and fundraising event to connect students with alumni, local businesses, and the greater Traverse City community. Held at the Hagerty Center, the Gala was a night of celebrating NMC’s connections with the community while benefiting the NMC College for Kids Scholarship Fund, so that all kids may have the opportunity to experience these great programs. Wow, the first ever “Gala to Give” was a huge success! Our students raised over \$5,000 for NMC College for Kids scholarships! The event featured music by NMC’s Audio Technology program/students, as well as desserts by our Great Lakes Culinary Institute students.

- **Foundation Planning.** In December, you reviewed the Foundation’s vision, mission, and strategies. And, now, the Foundation staff are finalizing objectives and action plans. Additionally, the Development Committee, under the leadership of Pat Warner (with Board of Trustee representation through Kennard Weaver) is continuing its work. The Committee is seeking to ensure that the Foundation’s governance structure – e.g., bylaws, MOU – will be robust enough to support the Foundation’s strategic plan implementation and future growth. What’s emerging from the rich conversations is a commitment to greater collaboration between the Foundation and College. The Committee will be sharing its work with the Board of Trustees later this spring.

- **Student Success.** Our NMC Motorsports Club brought home 3rd place from the 2023 Michigan Technological University Blizzard Baja last week. NMC was the only community college entered in the race, competing against four-year university engineering programs. The NMC team was made up of students from different areas of

study such as auto tech, welding, engineering, and business. A special thanks to Bill Marsh Auto for sponsoring their trailer.

- **Upcoming Dates of Note**

- February 23 & 24—Board Retreat
- February 27—Regular monthly Board of Trustees meeting
- March 20—Regular monthly Board of Trustees meeting
- April 15—Memorial Service for Ross Childs, NMC Hagerty Center
- April 24—Regular monthly Board of Trustees meeting



148 E. Front Street, Suite 203
Traverse City, MI 49685

Phone: (517) 449-6453
www.northernstrategies360.com

MEMO

To: Northwestern Michigan College Board of Trustees
Cc: Dr. Nick Nissley, Ed.D.
From: Gabe Schneider, Founder/Principal, Northern Strategies 360
Date: Thursday, February 9, 2023
Re: **State/Federal Legislative Update**

State

FY24 State Budget

On Wednesday, February 8th, Governor Whitmer presented her FY24 Executive Budget Recommendation to the Legislature. This presentation officially kicks off what is expected to be a busy next several months with legislative leadership expressing intent to wrap up the budget before July 1st.

In addition to the Governor's recommendation for FY24 funding levels, the Governor also proposed a FY23 supplemental appropriations bill, which the Legislature will most likely pass prior to passing the FY24 budget.

The following is a breakdown of key provisions from both the FY23 Supplemental Funding Recommendation as well as the FY24 Executive Budget Recommendation

FY23 Supplemental Funding Recommendation (Timeline for passage- now-March)

- \$140 million to temporarily expand the Michigan Reconnect program to ages 21+ through 2026
- \$58.7 million to create the Infrastructure, Technology, Equipment and Maintenance (ITEM) program allocated to community colleges based on enrollment data
 - One time funding to assist colleges improve facilities, infrastructure, and technology, addressing deferred maintenance across campuses and extending the lifespan of public spaces.
- \$16.1 million for a Student Wellness Fund allocated to community colleges based on enrollment data.
 - To assist colleges with evaluating, identifying, and addressing student wellness needs on campus.

FY24 Executive Budget Recommendation (Timeline for passage- Now-June)

- 4% (\$13.6 million) increase in community college operations funding using the existing performance funding formula
 - For NMC, this would equate to an increase of \$373,200
- \$136 million in MPSERS funding statewide
- \$65.2 million for continued Michigan Reconnect Funding

- \$55 million for new student success programs that promote student degree and credential completion. in the Sixty by 30 Office within the Department of Labor and Economic Opportunity budget.
 - \$30 million would be for Student Basic Needs and Wraparound Services fund
 - Eligible services: Emergency housing solutions, childcare, on-campus food pantries, emergency grants, mental health services, and to resolve institutional barriers that are preventing re-enrollment.
 - \$25 million for a College Success Fund
 - To provide competitive grants to public institutions of higher education and tribal colleges to adopt national best practices in strategies shown to improve retention and completion rates.
- \$350 million for the Michigan Achievement Scholarship, a \$100 million increase
 - \$50 million ongoing, \$50 million one-time deposit
 - Boilerplate changes allow Treasury to use existing scholarship funding for outreach and communications.
- Boilerplate
 - Language that reorganizes and streamlines annual reporting requirements for community colleges, removing duplicative reporting where possible, while maintaining high standards for transparency and evidence-driven decision making. These changes will reduce the time and effort needed to comply with reporting requirements.
 - 4.5% tuition restraint language

FY24 Capital Outlay

The Governor also released the scoring of the FY24 Capital Outlay requests. NMC's Integrated Student Services Hub- Renovation Project (\$6,500,000 total project cost, \$3,250,000 state funding) received a score of 136.4 placing it 6th out of 21 projects reviewed and scored. The previous ranking for this project last fiscal year was also 6th.

Supplemental, Budget and Capital Outlay Next Steps

We will continue our advocacy efforts on multiple fronts over the next few months including:

- Weighing in with lawmakers on our priorities for the FY23 Supplemental (with letters and meetings)
- Weighing in with lawmakers on our priorities for the FY24 Budget (with letters and meetings)
- Advocating for inclusion of our Aviation Hanger and Fleet Expansion in either a supplemental or annual budget bill (with meetings and coordination on strategy with Kelley Cawthorne)
- Advocating for the passage of a capital outlay bill this legislative session

It is important to remember that several of our Northern Michigan lawmakers now serve on important funding committees including:

- Senate Appropriations Subcommittee on Universities and Community College
 - *Sen. John Damoose*
- Joint Capital Outlay Committee
 - *Sen. John Damoose (Minority Vice Chair)*
 - *Sen. Jon Bumstead*
- House Appropriations Committee
 - *Rep. Ken Borton*
 - *Rep. Cam Cavitt*

Federal

With a new Congress having begun, there are new committee assignments to be aware of.

- Senator Peters has been named to the Senate Appropriations Committee
- Congressman Moolenaar continues to serve on the House Appropriations Labor-HHS-Education Subcommittee



Northwestern
Michigan
College

MEMO

To: Board of Trustees
From: Laura Oblinger, Chair
Date: February 22, 2023
Subject: Trends in Higher Education Discussion

*In an effort to keep our focus on the mission of the College and to keep its Trustees' wisdom at the heart of what we do, I would like to hear from you each month on a current higher education topic. Each month we will spend time on a recent trend update and take 10 minutes at each Board meeting to hear your thoughts and reflection. It is important to note, that this is not a time for questions to staff or engagement of staff, this is **your time as a Trustee** to bring your **wisdom** and **thoughts** to the table, **for** our capable **staff** to **listen** and **benefit** from the **value of your reflection**.*

The Michigan Community College Association recently shared enrollment data in their Weekly Board Update and Inside Story newsletters (see below). What strikes you about this information?

CENTER FOR STUDENT SUCCESS

New Enrollment Data Confirms Significant College Access Concerns: The Center for Education Performance and Information updated the latest data on [College Enrollment by High School](#). Community Colleges should be concerned about three notable data points.

1. **52.8%** of students who graduated in 2021-22 attended college within 6 months of graduation.
2. This is down 10% from **62.5%** just five years ago in 2017-18.
3. Under **16,000** students attended community college among the more than 100,000 high school graduates.

NORTHWESTERN MICHIGAN COLLEGE
BOARD OF TRUSTEES
MINUTES
Monday, January 23, 2023
NMC Hagerty Center, Room C

CALL TO ORDER—Chair Rachel A. Johnson called the regular meeting to order at 5:30 p.m.

ROLL CALL

Trustees present: Rachel A. Johnson, Laura J. Oblinger, Kennard R. Weaver, Chris M. Bott, Kenneth E. Warner, Andrew K. Robitshek

Trustees absent: Douglas S. Bishop

Also present: President Nick Nissley, Lynne Moritz, Diana Fairbanks, Kyle Morrison, Todd Neibauer, Jennifer Hricik, Stephen Siciliano, Dan Gentry, Jason Slade, Marcus Bennett, Ann Rogers, Nancy Schulte

OATH OF OFFICE—The Oath of Office was recited by re-elected trustee Chris M. Bott for a term expiring on December 31, 2028.

OATH OF OFFICE—The Oath of Office was recited by re-elected trustee Andrew K. Robitshek for a term expiring on December 31, 2028.

REVIEW OF AGENDA—The agenda was accepted as presented.

ANNUAL MEETING BUSINESS

Reading of Notice and Proof of Service—The notice of the annual meeting was read with proof of service on January 17, 2023, attested to by Lynne Moritz, Executive Director of the President's Office and Board Operations.

Report of Secretary—Secretary Andy Robithsek reported the 2022 Northwestern Michigan College Board of Trustees Annual Meeting minutes were approved on January 24, 2022, and are available online at the [2022 Trustee Meeting Materials and Minutes website](#) along with all other regular meeting minutes.

Report of Treasurer—Treasurer Ken Warner reported the annual financial audit for Northwestern Michigan College for the fiscal year ending June 30, 2022, was accepted by the NMC Board of Trustees on October 24, 2022, and is available online at the NMC Audit Reports website (<https://www.nmc.edu/departments/finance-administration/audits/files/audit-nmc-2022.pdf>).

Verification of Residential Address and Conflict of Interest Disclosure Statement—Trustees were asked to provide their current address where they registered to vote as a renewed verification for the calendar year 2023. Trustees were also provided with Conflict of Interest Disclosure statements for 2023 and asked to return the completed and signed statements to Lynne Moritz in the President's office by February 6, 2023.

Election of Officers—Nomination and election of Board officers were conducted nominations for each office of Chairperson, Vice Chairperson, Secretary, and Treasurer. Kennard Weaver nominated Laura Oblinger as Chair for 2023. Trustee Bott nominated Ken Warner for Vice Chair, Warner declined. The other officer roles for 2023 are as follows: Rachel Johnson as Vice-Chair (nominated by Ken Warner), Ken Warner as Treasurer (nominated by Rachel Johnson); and Andy Robitshek as

Secretary (nominated by Ken Warner). The slate of officers was unanimously approved by roll call vote taken of those trustees present in-person.

The remainder of the meeting was continued to be chaired by Laura Oblinger. Trustee Kennard Weaver acknowledged Johnson's leadership throughout the past year and noted trust in Oblinger's leadership for the upcoming year. Regular Board Meeting dates through June 2024 were reviewed and it was noted that trustees do prefer visiting other campuses as schedules allow.

STRATEGIC FOCUS: Institutional Distinction and Sustainability—Jason Slade, Vice President of Strategic Initiatives provided an update on the fifth strategy in the strategic plan, noting the report is robust due to the number of unique programs acknowledged in the objectives. Objectives include programs such as Aviation, Great Lakes Culinary Institute, Water Studies Institute, and Dennon Museum Center.

REPORTS AND PRESENTATIONS

Program Focus: Uncrewed Aerial Systems (UAS)—Tony Sauerbrey, UAS Program Manager, explained that the college currently offers an Associate of Applied Science in Engineering Technology with UAS Specialization and a Certificate of Achievement in Unmanned Aerial Systems. Sauerbrey described the benefits of moving this to a stand-alone certification and explained the change from “unmanned” to “uncrewed” originated in the industry (e.g., FAA). While the courses will initially stay the same, UAS will be a stand-alone degree without the “Engineering Technology” portion. The change is to make it easier for students to find, as often times students initially sign up under the wrong degree certificate program. As regulations and technology change, additional credentials will be needed for advanced operations and flexibility. Sauerbrey also explained the stand-alone degree will help align with high school and career and technical education centers.

Faculty Report: Competency-Based Education in Accounting—Steve Rice, Business Instructor, presented on ACC 121 as a competency-based course utilizing a baseball metaphor with preferred target dates with unlimited attempts at the material so students can earn digital badges through Accredible.

Building and Site Committee—Laura Oblinger, Committee Chair, reviewed the minutes from two recent meetings of the Building and Site Committee. Oblinger stated an expansion and lease extension for Greenspire at the University Center is being carefully worked upon by college executive staff, led by Vice President of Finance and Administration Troy Kierczynski.

PUBLIC INPUT—Ann Rogers offered public input.

UPDATES

President's Update—President Nick Nissley reminded the Board of Trustees of two federal earmarks that will provide funding for the geothermal power plant project and the collaborative work of a freshwater research and innovation center. Nissley thanked everyone for participating in recent gatherings with legislators, which included hosting U.S. Senators Debbie Stabenow and Gary Peters at the Great Lakes Campus. Highlighting committee assignments in the Michigan Senate and House

of Representatives, Nissley noted Sen. Damoose will serve on the Appropriations Subcommittee on Universities and Community Colleges and Joint Capital Outlay, while Rep. Coffia will serve on the House Higher Education Policy Committee. Lastly, Nissley acknowledged the upcoming 72nd anniversary of Founders Day when the first financial campaign to assist in launching the college was initiated in 1951.

Board Chair Update—Chair Laura Oblinger addressed the Board to share her intention to lead with courage, compassion, and reminding each other of the common thread: the college.

CONSENT ITEMS—On a motion by Andy Robitshek, seconded by Kennard Weaver, the following items were approved by a unanimous vote as a group without discussion:

- Minutes of the December 12, 2022, regular meeting
- Enrollment Report—*Todd Neibauer, Vice President for Student Services and Technologies*
- Financial Report—*Troy Kierczynski, Vice President of Finance and Administration*
- PRMC—*Diana Fairbanks, Associate Vice President of Public Relations, Marketing, and Communications*
- Foundation Report—*Jennifer Hricik, Interim Associate Vice President for Resource Development and Executive Director of Foundation*
- Fellows Nominating Committee—*Ken Warner, Committee Chair*
- Executive Committee—*Rachel Johnson, Committee Chair*

ACTION ITEMS

Appointment of Fellows—On a motion by Kennard Weaver, seconded by Rachel Johnson, Gene Jenneman and Marty, Brad, and DJ Oleson were appointed 2023 Fellows of Northwestern Michigan College with all honors and privileges pertaining thereto. The motion passed with a unanimous vote.

Search Firm for AVP Resource Development and Executive Director of the NMC Foundation—Kennard Weaver made a motion, seconded by Rachel Johnson, authorizing administration to enter into a contract up to \$45,000 with Aspen Leadership Group, executive search firm, for the Associate Vice President of Resource Development and Executive Director of the NMC Foundation position. The motion passed with a unanimous vote.

Splunk Security Log Management System—On a motion by Rachel Johnson, seconded by Andy Robitshek, the Board authorized administration to enter into a contract with August Schell Enterprises for the renewal of the Splunk software license at a cost of \$37,800.28. The motion passed with a unanimous vote.

Evisions Enterprise Reporting System—Kennard Weaver made a motion, seconded by Chris Bott, authorizing administration to enter into contract with Evisions for Reporting Software at a cost of \$181,797.31 over three years, with the first-year licensing and implementation cost at \$80,667.00. The motion passed with a unanimous vote.

REVIEW OF FOLLOW-UP REQUESTS—Confirmed requests made by the Board that require administrative follow-up for information to be provided to the Board at a later date.

- **Dennos Museum Center Program Focus**
- **Rotation of regular meeting locations**

ADJOURNMENT—The meeting adjourned at 7:00 p.m.

Recorded by Lynne Moritz, Executive Director of the President’s Office and Board Operations.

SIGNED _____
Laura J. Oblinger, Chair

ATTESTED _____
Andrew K. Robitshek, Secretary

**NORTHWESTERN MICHIGAN COLLEGE
BOARD OF TRUSTEES
RETREAT MINUTES
February 23- 24, 2023
Lakemore Retreat & Resort
Teal Cottage—1827 Memory Lane
Traverse City, MI 49696**

CALL TO ORDER—Chair Laura J. Oblinger called the retreat meeting to order at 12:43 p.m. on February 23, 2023.

ROLL CALL

Trustees present: Laura J. Oblinger, Rachel A. Johnson, Kennard R. Weaver, Chris M. Bott, Douglas S. Bishop, Kenneth E. Warner, Andrew K. Robitshek

Also present: President Nick Nissley, Lynne Moritz, Elaine Wood

REVIEW OF AGENDA—The agenda was accepted as presented.

PUBLIC INPUT—There was no public input offered.

DISCUSSION: Board Development—Elaine Wood facilitated discussion regarding Board governance, culture and communication.

ADJOURNMENT—The meeting adjourned for the day at 5:27 p.m. on February 23, 2023.

CALL TO ORDER—Chair Laura J. Oblinger called the retreat meeting to order at 8:15 a.m. on February 24, 2023.

ROLL CALL

Trustees present: Laura J. Oblinger, Rachel A. Johnson, Kennard R. Weaver, Chris M. Bott, Douglas S. Bishop, Kenneth E. Warner, Andrew K. Robitshek (until 9:15am)

Also present: President Nick Nissley, Lynne Moritz, Stephen Siciliano, Hollie DeWalt, Marcus Bennett, Jason Slade, Jennifer Hricik, Troy Kierczynski, Todd Neibauer, Diana Fairbanks

REVIEW OF AGENDA—The agenda was accepted as presented.

PUBLIC INPUT—There was no public input offered.

DISCUSSION: Thinking Sustainably About the College’s Revenue Model—Board Chair Laura Oblinger and President Nick Nissley set the context for today’s discussion: to consider revenue options to minimize tuition increases for students.

REVIEW OF FOLLOW-UP REQUESTS—Confirmed requests made by the Board that require administrative follow-up for information to be provided to the Board at a later date.

- Scheduling and frequency of future study sessions

ADJOURNMENT—The meeting adjourned at 11:20 a.m. on February 24, 2023.

Recorded by Lynne Moritz, Executive Director of the President’s Office and Board Operations.

SIGNED _____
Laura J. Oblinger, Chair

ATTESTED _____
Andrew K. Robitshek, Secretary



**Northwestern
Michigan
College**

**MEMO
Enrollment Services**

To: Dr. Nick Nissley, President
 From: Todd Neibauer, VP for Student Services and Technologies
 Date: January 30, 2023
 Subject: Enrollment Update – Spring 2023

Spring 2023

Overall contact hour enrollment was down 9.8% for the Spring 2023 semester. A contributing factor to the decline is that average contact hours were down 2.9%. This had been a fairly stable metric but has varied up and down more than expected over the last three years.

The most impactful factor, is the absence of a Yellow River cohort of students this year. Their absence represents a 4.8% decline in contact hours over this time last year. This can be observed most starkly in the decline in contact hours for Construction Tech and Water Studies. The college is working with Yellow River to reestablish this program with a new cohort.

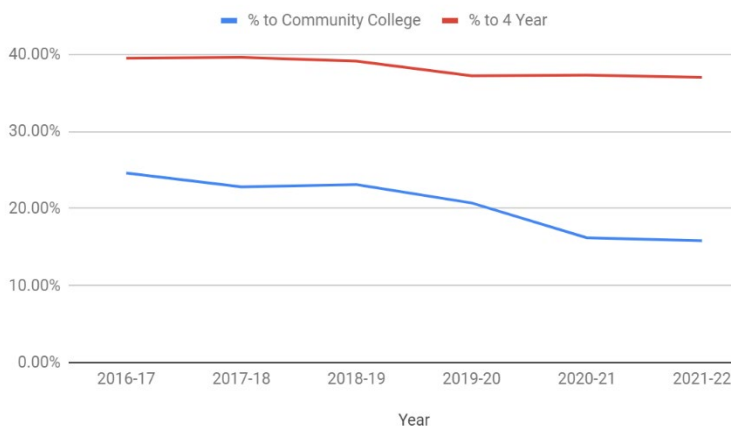
The latest CEPI data is now showing that the rate of college attendance within six months has dropped to 52.8%. The graph below the enrollment table demonstrates that this decreasing percentage of attendees has been born mostly by community colleges. Community college declines are largely those who are simply choosing not to go to college.

	2020	2021	2022	2023
Applicants	1,613	1,746	1,446	1,417
Admits	1,282	1,371	1,171	1,063
Admits Registered	828	811	778	685
Prior Admits Registered	7	5	8	0
Retained Students	2,392	2,024	2,161	2,072
Return Students	125	153	141	116
Average Contact Hours	10.41	9.91	10.65	10.34
Total Headcount	3,352	2,993	3,088	2,871
Total Contact Hours	34,882	29,670	32,899	29,688
Tuition	6,586,019	5,584,846	6,687,457	6,022,546

From MCCA/CEPI

1. **52.8%** of students who graduated in 2021-22 attended college within 6 months of graduation.
2. This is down 10% from **62.5%** just five years ago in 2017-18.
3. Under **16,000** students attended community college among the more than 100,000 high school graduates.

% to Community College and % to 4 Year



Michigan Community College Enrollment – Spring 2023

Community College	SP2020 Total credit hours	SP2021 Total credit hours	SP2022 Total credit hours	SP2023 Total credit hours	One Year % change	Four Year % Change
Alpena	13,153	11,989	11,196	12,354	10.3%	-6.1%
Delta	64,041	57,166	55,924	58,757	5.1%	-8.3%
Glen Oaks	10,867	8,179	9,387	9,534	1.6%	-12.3%
Gogebic	8,868	7,915	7,962	7,491	-5.9%	-15.5%
Grand Rapids	102,618	92,502	92,218	86,695	-6.0%	-15.5%
Henry Ford	115,175	103,798	101,142	100,839	-0.3%	-12.4%
Jackson	42,597	34,494	34,989	35,958	2.8%	-15.6%
Kalamazoo Valley	59,296	54,091	51,844	48,765	-5.9%	-17.8%
Kellogg	33,668	26,805	26,589	26,068	-2.0%	-22.6%
Kirtland	11,221	11,156	10,502	11,258	7.2%	0.3%
Lake Michigan	23,810	20,644	23,494	20,733	-11.8%	-12.9%
Lansing	99,497	87,793	85,017	78,776	-7.3%	-20.8%
Macomb	158,070	144,692	132,054	128,532	-2.7%	-18.7%
Mid Michigan	30,162	25,372	25,441	24,209	-4.8%	-19.7%
Monroe County	19,526	18,877	18,701	18,234	-2.5%	-6.6%
Montcalm	10,886	11,129	11,043	10,830	-1.9%	-0.5%
Mott	52,642	50,241	52,735	52,838	0.2%	0.4%
Muskegon	32,918	29,595	30,150	28,177	-6.5%	-14.4%
North Central Michigan	15,320	13,438	11,690	12,691	8.6%	-17.2%
Northwestern Michigan	30,302	25,985	28,529	25,688	-10.0%	-15.2%
Oakland	111,235	115,361	109,856	109,536	-0.3%	-1.5%
Schoolcraft	80,936	71,603	68,411	66,862	-2.3%	-17.4%
Southwestern Michigan	18,311	15,996	14,757	15,981	8.3%	-12.7%
Washtenaw	92,848	90,495	86,411	85,956	-6%	-7.4%
West Shore	9,391	8,772	8,071	8,549	5.9%	-9.0%
TOTAL	1,247,358	1,138,088	1,108,143	1,085,311	-2.1%	-13%
*No data available for Bay, St. Clair, and Wayne Community Colleges						

ADDITIONAL SPRING 2023 REPORTS

Registration

- [Credit Hours](#) ... Generated by departments
- [Contact Hours](#) ... Generated by departments
- [Student Demographics](#) ... Comparison of students registered by residency, financial need, age range, credit load, ethnicity, gender, student type, and count of residence
- [Program Analysis](#) ... Contact hours of students enrolled in specific programs
- [Projections Report](#) ... For previous semester

Admission and Recruiting Information

- [Applicant Demographics](#) ... New applicants showing residency, financial need, age range, ethnicity, gender, and student type
- [Applicant Statistics](#) ... by program of study
- [Prospect Statistics](#) by High School



MEMO
Administrative Services

To: Dr. Nick Nissley, President

From: Troy Kierczynski, Vice President of Finance and Administration

Date: February 20, 2023

Subject: Summary Report for the General Fund as of January 31, 2023

The attached reports summarize the financial results for the General Fund as of January 31, 2023. The seventh month represents 58.31% of the year.

The general fund has year-to-date revenue over expenses of \$1,639,223. Revenue decreased by 9% when comparing year-to date January 2023 to January 2022 largely due to late timing of FY23 property tax receipts. Expenses increased by 4% when comparing year-to-date January 2023 to January 2022 primarily due to fuel and security costs.

Revenue (letters refer to the attached General Fund summary)

- A. Tuition and fees: For Spring 2023, the budget was set at 31,365 contact hours for a total budget revenue of \$6,601,719. Actual spring contact hours projected at 29,688 with projected revenue of \$6,022,546. Spring revenue is trending under budget by \$579,173.
- B. Property Taxes: Tax revenue is recorded as payments are received. The overall increase for the fiscal year is expected to be 6% over the previous fiscal year.
- C. State Sources include budget appropriations, personal property tax payments and MPSERS retirement payments. State appropriations payments began in October.
- D. Federal Sources consist primarily of the MARAD grants and fuel payments. These funds are to be used directly for the Maritime program.
- E. Actual year-to-date investment income recorded for fiscal year 2023 reflects interest and dividend income only. Interest income is expected to surpass fiscal year 2022 due to rising interest rates.
- F. Both Private Sources and Other Sources are timing and event dependent.

Expenses

- G. Salaries and benefits are under budget partially due to open positions.
- H. Overall expenses are under budget at this time due to lower supplies and other expenses.
- I. Capital Outlay reflects expenditures budgeted through the allocation of COAT dollars.

Northwestern Michigan College

Unaudited



Monthly reports are interim and not a reflection of year end results.

Summary Report for General Fund Accounts Fiscal Year 2023, Period 07

Funds	Accounts	2022-2023 Adjusted Budget	YTD Activity	% of Annual Budget	
TOTAL GENERAL FUND					
50	Revenues				
	Tuition and Fees	22,001,840	13,751,543	62.50%	A
	Property Taxes	12,769,825	6,113,663	47.88%	B
	Other Local	<u>0</u>	<u>0</u>	*	
	Local Sources	34,771,665	19,865,206	57.13%	
	State Sources	10,745,000	4,738,110	44.10%	C
	Federal Sources	0	0	*	D
	Private Sources	979,765	518,578	52.93%	F
	Investment Income	196,000	149,162	76.10%	E
	Other Sources	<u>426,100</u>	<u>307,993</u>	72.28%	F
	Total Revenues	47,118,530	25,579,049	54.29%	
60	Labor				
	Salaries & Wages	23,916,066	12,340,688	51.60%	G
	Benefits	<u>10,025,563</u>	<u>5,428,880</u>	54.15%	G
	Total Labor	33,941,629	17,769,568	52.35%	
70	Expenses				
	Purchased Services	2,753,059	1,474,315	53.55%	H
	Supplies & Materials	3,041,584	1,476,414	48.54%	H
	Internal Services	103,065	15,644	15.18%	H
	Other Expenses	1,628,696	695,726	42.72%	H
	Institutional Expenses	1,738,804	969,109	55.73%	H
	Maintenance & Renovation	1,762,581	935,342	53.07%	H
	Prof Develop, Travel & Events	594,112	266,686	44.89%	H
	Capital Outlay	<u>170,000</u>	<u>102,960</u>	60.56%	I
	Total Expenses	11,791,901	5,936,196	50.34%	
	Total Expenditures	45,733,530	23,705,764	51.83%	
80	Transfers				
	Transfers	-1,385,000	234,062	-16.90%	
	Total Transfers	<u>-1,385,000</u>	<u>234,062</u>	-16.90%	
	Total Expenditures and Transfers	44,348,530	23,939,826	53.98%	
	Net Revenues over (under) Expenditures	2,770,000	1,639,223		



**Northwestern Michigan College
Comparison - Fiscal Year to Date
General Fund
Jan 2023 vs. Jan 2022**

INTERIM
This statement does not
reflect year-end results.

	YTD 1/31/2023	YTD 1/31/2022	\$ Diff	% Diff	Comments
Revenue					
Local Sources:					
Tuition & Fees	\$ 13,751,543	\$ 13,650,761	\$ 100,782	1%	Consistent with prior year
Property Taxes	6,113,663	8,778,459	(2,664,796)	-30%	Timing of property tax payments received from townships (~\$2.5M deposited February 7, 2023)
Total Local Sources	19,865,206	22,429,220	(2,564,014)	-11%	
State Sources	4,662,172	4,927,151	(264,979)	-5%	Primarily due to State's 201e One-Time Operational Support payment received in FY22; partially offset by higher state appropriations received in FY23
State PPT Reimbursement	75,938	78,239	(2,301)	-3%	Consistent with prior year
Federal Sources	-	500	(500)	-100%	Marine center grant received in FY22
Private Sources	518,578	413,285	105,293	25%	Timing of Foundation gifts
Investment Income	149,162	96,142	53,020	55%	Higher interest/dividends recognized in FY23 than in FY22
Other Sources	307,993	241,674	66,319	27%	Primarily due to higher Marine Center revenue and GLMA billing for providing cruise time to external maritime students
Total Revenue	25,579,049	28,186,211	(2,607,162)	-9%	
Expenses					
Salaries and Wages	12,340,688	12,217,756	122,932	1%	Consistent with prior year
Benefits	5,428,880	5,450,662	(21,782)	0%	Consistent with prior year
Purchased Services	1,474,315	1,262,897	211,418	17%	Primarily due to higher EES instructor expenses as activity picks up in FY23, higher security expenses, and higher food expenses for the GLMA cruises
Supplies & Materials	1,476,414	1,234,695	241,719	20%	Primarily driven by the timing of aviation fuel purchases and higher office supplies, and general supplies expenses in FY23
Internal Services	15,644	(5,010)	20,654	-412%	Timing of internal events/charges including more onsite employee/campus events in FY23
Other Expenses	695,726	709,975	(14,249)	-2%	Consistent with prior year
Institutional Expenses	969,109	820,209	148,900	18%	Primarily due to the timing of snow removal deposit and expenses and timing of insurance and heating fuel expenses in FY23
Maintenance & Renovation	945,342	881,497	63,845	7%	Primarily due to timing of contract renewals and timing of IT related invoices
Professional Development	266,686	204,315	62,371	31%	Timing of professional development fees and reimbursements
Capital Outlay	102,960	123,027	(20,067)	-16%	Timing of COAT purchases
Total Expenses	23,715,764	22,900,023	815,741	4%	
Transfers	234,062	250,262	(16,200)	-6%	Aviation flight hours transfer
Total Expenses & Transfers	23,949,826	23,150,285	799,541	3%	
Net Revenue Over (Under) Expenses	\$ 1,629,223	\$ 5,035,926	\$ (3,406,703)	-68%	



**Northwestern Michigan College
Comparison - Month Over Month
General Fund
Jan 2023 vs. Dec 2022**

INTERIM
This statement does not
reflect year-end results.

	<u>YTD 1/31/2023</u>	<u>YTD 12/31/2022</u>	<u>Jan 23 Activity</u>	<u>Dec 22 Activity</u>	<u>Comments</u>
Revenue					
Local Sources:					
Tuition & Fees	\$ 13,751,543	\$ 11,537,006	\$ 2,214,537	\$ 1,272,045	Primarily due to the allocation of spring fees in January (allocations for semester fees are allocated at the beginning of fall/spring semesters)
Property Taxes	6,113,663	5,732,374	381,289	71,095	Timing of tax collections received
Total Local Sources	19,865,206	17,269,380	2,595,826	1,343,140	
State Sources	4,662,172	3,533,027	1,129,145	1,129,144	Consistent with prior month
State PPT Reimbursement	75,938	75,938	-	75,938	Timing of PPT reimbursement received in December
Federal Sources	-	-	-	-	Consistent with prior month
Private Sources	518,578	220,279	298,299	-	Timing of Foundation gifts
Investment Income	149,162	132,679	16,483	15,501	Consistent with prior month
Other Sources	307,993	292,163	15,830	17,054	Consistent with prior month
Total Revenue	25,579,049	21,523,466	4,055,583	2,580,777	
Expenses					
Salaries and Wages	12,340,688	10,714,162	1,626,526	2,632,966	December had an extra pay period (3 pays instead of 2)
Benefits	5,428,880	4,453,885	974,995	996,449	December had an extra pay period (3 pays instead of 2); offset by HSA distributions made in January
Purchased Services	1,474,315	1,322,816	151,499	267,841	Primarily due to timing of audit expenses and salary support for MSU/NMC coordinator recognized in December
Supplies & Materials	1,476,414	1,381,144	95,270	258,768	Primarily due to timing of new printers expenses reclassified in December (see note with Maintenance & Renovation)
Internal Services	15,644	30,396	(14,752)	3,029	Timing of internal events/charges
Other Expenses	695,726	592,898	102,828	112,574	Consistent with prior month
Institutional Expenses	969,109	774,657	194,452	140,274	Primarily due to higher snow removal expenses in January
Maintenance & Renovation	945,342	796,653	148,689	43,907	Primarily due to the reclassification of expenses for new printers from general fund to Plant Tech fund in December
Professional Development	266,686	219,742	46,944	38,723	Timing of professional development expenses
Capital Outlay	102,960	102,960	-	-	No activity in January
Total Expenses	23,715,764	20,389,313	3,326,451	4,494,531	
Transfers	234,062	234,062	-	97,353	Aviation flight hours transfer
Total Expenses & Transfers	23,949,826	20,623,375	3,326,451	4,591,884	
Net Revenue Over (Under) Expenses	\$ 1,629,223	\$ 900,091	\$ 729,132	\$ (2,011,107)	



Northwestern Michigan College
Income Statement Projections - General Fund
For the Year Ended June 30, 2023
As of 2/17/2023

INTERIM
This statement does not
reflect year-end results.

	FY22 Actual	FY 23 Budget	YTD 2/17/2023	FY 23 Projected	Difference vs. Budget	Comments
Revenue						
Local Sources:						
Tuition & Fees	\$ 20,501,108	\$ 22,001,840	\$ 13,925,133	\$ 21,507,341	(494,499)	Contact hours for Fall 22 + Spring 23 were 63,099 vs. budgeted 66,393 (5% under budget) and PY of 68,228 (7.5% actual decline from AY21-22). Partially offset by flight fee revenue from the Aviation program.
Property Taxes	11,961,680	12,769,825	8,652,653	12,769,825	-	In line with budget
Total Local Sources	32,462,788	34,771,665	22,577,786	34,277,166	(494,499)	
State Sources	13,079,568	10,600,000	4,592,515	10,568,523	(31,477)	In line with budget
State Property Tax Reimbursement	183,427	145,000	-	156,477	11,477	In line with budget
Federal Sources	21,100	-	-	-	-	GLMA direct funding and fuel reimbursements are now recognized in restricted funds
Private Sources	1,230,624	979,765	518,578	1,037,157	57,392	In line with budget; represents program and operational support from the NMC Foundation
Dividend and Interest Income	172,479	196,000	134,162	235,819	39,819	Stronger returns are expected due to rapidly rising short-term rates and the College's short-term strategy investing in liquid money market and commercial paper at prevailing rates.
Unrealized Gain (Loss) on Investments	(1,891,082)	-	-	-	-	Not projected due to volatility of unrealized gains/losses. See quarterly investments memo.
Other Sources	511,087	426,100	372,623	571,818	145,718	Increase in special event and other sales, including culinary services for Red Wings in FY23
Total Revenue	45,769,991	47,118,530	28,195,664	46,846,960	(271,570)	
Expenses						
Salaries and Wages	22,874,809	23,916,066	13,244,654	23,952,485	36,419	Currently trending at budget
Benefits	11,375,541	10,025,563	5,811,899	9,949,574	(75,989)	Benefits are trending under budget due primarily to healthcare cost experience in our self-insured plan. Also, retirement costs are trending lower than expected due to more newly eligible FT employees opting for the State pension alternative (defined contribution plan) vs. the MPSERS pension plan.
Purchased Services	2,364,932	2,753,059	1,550,651	2,712,418	(40,641)	In line with budget, increases from FY22 is due to new security services contract and food service cost increase
Supplies & Materials	2,648,865	3,041,584	1,516,270	2,880,203	(161,381)	Less consumption of supplies due to remote instruction and electronic communications
Internal Services	55,452	103,065	13,968	380	(102,685)	Increase in internal revenues
Other Expenses	1,285,310	1,628,696	717,513	1,486,105	(142,591)	Continued savings in non-PD events
Institutional Expenses	1,624,503	1,738,804	1,088,442	1,707,635	(31,169)	Currently trending at budget
Maintenance & Renovation	1,841,957	1,762,581	966,578	1,785,007	22,426	Maintenance of software and equipment trending above budget
Professional Development	424,914	594,112	284,338	553,496	(40,616)	Expenses in line with budget for PD events and travel but increasing from FY22 to FY23 as PD activity returns to normal
Capital Outlay	165,125	170,000	167,330	170,000	-	
Total Expenses	44,661,408	45,733,530	25,361,642	45,197,304	(536,226)	
Transfers Out (In)						
Plant Fund - General Maintenance	1,292,826	1,145,000	-	1,145,000	-	Budgeted transfer for maintenance of capital
Plant Fund - Technology Maintenance	500,000	500,000	-	500,000	-	Budgeted transfer for maintenance of technology
Plant Fund - Facility Fee for Maintenance	40,000	40,000	-	40,000	-	Budgeted transfer for facility fee for maintenance
Plant Fund - Aviation Capital Fund	473,405	400,000	234,062	468,125	68,125	Budgeted transfer for Aviation equipment fund; based on revenue, calculated using tach hours
Bd Designated - Strategic Projects	250,000	250,000	-	250,000	-	Budgeted transfer for strategic projects
Bd Designated - Funds for Transformation	50,000	50,000	-	50,000	-	Budgeted transfer for funds for transformation
Restricted Fund - GLMA Direct Support Program Specific	(766,432)	(1,000,000)	-	(850,000)	-	Transfer MARAD restricted funds to the general fund to support academy operations
	(80,627)	-	-	-	-	
Total Transfers	1,759,172	1,385,000	234,062	1,603,125	218,125	
Total Expenses & Transfers	46,420,580	47,118,530	25,595,705	46,800,429	(318,101)	
Net Revenue Over (Under) Expenses	\$ (650,589)	\$ -	\$ 2,599,960	\$ 46,532	\$ 46,532	



Northwestern
Michigan
College

MEMO

*Public Relations, Marketing,
and Communications*

To: Nick Nissley, President

From: Diana Fairbanks, Associate VP of PR, Marketing and Communications

Date: 2-21-23

Subject: January 2023 Monthly Report

January was a very strong month for paid, earned, owned and shared media at NMC. All of the new digital marketing campaigns have been launched with good traffic and engagement. Specifically, the GLCI search campaign for the new maritime culinary certificate had the highest CTR (click through rate) of all program campaigns, indicating positive local interest. We are now expanding geotargeting for this campaign. Branded Search campaigns continue to perform very well, which shows positive signs of Brand Health. The users who are searching for NMC are high intent and focused on either attending NMC or researching NMC as a primary option. We continue to establish baseline performance, monitor results and make needed adjustments. In earned media, . January was a very strong month for shared media with increased activity on campus and engaging content aligned with other PRMC strategic initiatives. In owned media, nearly 50,000 NMC supporters received our award winning publication highlighting success stories including the 100% job placement for several NMC programs. The following is an overview of the work of Public Relations, Marketing and Communication for January 2023.

Paid Media ↑

- To date the campaigns have resulted in:
 - 315 applications submitted
 - 203 Ellucian accounts created
- January 2023 total leads from paid campaigns (RFI): 120

Earned Media ↑

- Media mentions: 189
- Positive/neutral sentiment: 100%
- Publicity value: \$600k

Owned Media ↑

- NMC Now: 903 followers, 50% open rate
- January Nexus arrived to 49,325 readers

Shared Media ↑

- Facebook followers: +7% YOY
- Facebook engagement: +105% YOY
- Instagram followers: +14% YOY
- Instagram engagement: -4% YOY



MEMO: Resource Development

To: NMC Board of Trustees
President Nick Nissley, Ed.D.

From: Jennifer Hricik
Interim Assoc. Vice President, Resource Development
and Executive Director, NMC Foundation

Date: February 20, 2023

Subj: Foundation Update

Fund Raising – Report on FY23 goals

- The number of gifts received to date this fiscal year 2,891 is ahead of last year at this time (2,032).
- FY23 total dollars raised through the NMC Foundation
 - \$2,142,550 Total received (including Annual Fund, pledges, and *new documented planned gift intentions*) raised toward goal
 - + \$51,397 Gross event revenue
 - \$2,193,947** Total raised through new gifts, commitments, & events
(Goal: \$1,330,000)
 - + \$128,000 from previously documented planned gifts

Of the F23 funds raised, donors are impacting the following areas of the college:

- Unrestricted gifts to the Fund for NMC - \$194,262
- Scholarships at NMC - \$1,226,903
- Programs and capital projects at NMC - \$900,782

Foundation Initiatives

- Final strategic plan including near-term objectives for each strategy and their action plan will be shared for full approval at the February 22, 2023 foundation board meeting.
- Foundation governance documents are under review and revision. The Board Development Committee of the foundation is preparing recommendations for the Board Executive Committee for review.
- A Taste of Success culinary fundraising event will take place in a to-go format again this year. Please sign up to purchase a to-go box and/or sponsor this great event at nmc.edu/tasteofsuccess



MEMO
Educational Services

To: Nick Nissley, President
From: Stephen Siciliano, Vice President for Educational Services
Date: February 16, 2023
Subject: Open Pathway Year 4 Assurance Review

This past year, Joy Goodchild and the Assessment Team wrote our Open Pathway Year Four Assurance Review and submitted it to the Higher Learning Commission for their approval. The Commission responded in October, informing us that we met 17 of the 18 Core Components. One of the core components--the assessment of student learning--was rated with “met with concerns.” The reviewers asserted that the college had provided little evidence to support how we performed assessment. Given our documented strength on this topic from previous reviews and how we have improved since the previous review, we decided to use the Higher Learning Commission’s appeal process to request reconsideration of this one rating.

On January 13, the Higher Learning Commission informed us that our appeal had been accepted and the one core component on student learning had met been met. In the letter, the Commission noted that the college had provided “additional evidence of meeting Criterion 4.B and points to even more evidence that demonstrates having met the Criterion Core Component. The institutional response also sufficiently responded to the items the visiting team requested in the assigned monitoring.”

This result indicates the strength of the college in meeting the HLC expectations in all areas. Our next step in the accreditation cycle will be to propose one major improvement effort during the accreditation cycle. The college is to submit its proposal to the HLC between September 1, 2023 and June 1, 2025. Once the HLC approves the proposal, the college must complete this effort no later than 2028. For more information regarding the full accreditation cycle, please refer to Joy’s accompanied memo.

Thank you.

NMC
*Office of Research, Planning, and
Effectiveness*

Memo

To: Dr. Nick Nissley, President

From: Joy Goodchild, Executive Director, Accreditation Liaison Officer

Date: January 18, 2023

Re: HLC Open Pathway Mid-Cycle Review Outcome

Overview:

In 2019, Northwestern Michigan College (NMC) was accepted by the Higher Learning Commission (HLC) to participate in the Open Pathway, one of two options that institutions have for maintaining accreditation. Similar to the Standard Pathway, the Open Pathway is focused on quality assurance and institutional improvement with an added emphasis on the opportunity to engage in an improvement project, a Quality Initiative. The Open Pathway is a 10-year cycle that includes regular monitoring, a mid-cycle Assurance Review, a Quality Initiative project and an end of cycle Comprehensive Evaluation for Reaffirmation.

Mid-Cycle Assurance Review:

NMC is pleased to share that Dr. Barbara Gellman-Danley, president of the HLC, provided a formal notification and official record of the action taken by the Institutional Actions Council (IAC) of the Higher Learning Commission (HLC). On January 9, 2023, the IAC found that NMC “Met” all Core Components of the Criteria for Accreditation. The next step along the pathway is for NMC to propose a Quality Initiative project.

Quality Initiative Proposal:

As part of the Open Pathway, NMC is required to propose one major improvement effort to undertake between September 1, 2023 and June 1, 2025 to the HLC for approval. A proposal may begin and be completed during this time period or NMC may continue an initiative already in progress or achieve a key milestone as part of a longer initiative.

Quality Initiative Report:

In year 9 of the cycle, NMC will submit the Quality Initiative Report. The report is intended to provide NMC the opportunity to reflect on its accomplishments, document the achievements and strategies utilized and to identify new priorities and challenges. The report along with the reviewers' recommendation is forwarded to the IAC along with the comprehensive evaluation in year 10.

Comprehensive Quality Review:

In Year 10, NMC will undergo a Comprehensive Quality Review as part of our broader Comprehensive Evaluation. This review helps to ensure that NMC meets the criteria for accreditation by pursuing improvement and compliance with requirements set by the U.S. Department of Education. This review leads to the action regarding the reaffirmation of NMC's accreditation.

Updates:

NMC would like to keep the Board of Trustees updated periodically on our progress during the Open Pathway timeline. This will provide the Board the opportunity to stay informed, provide comments, and ask questions throughout the 10-year cycle.



Northwestern
Michigan
College

To: Dr. Nick Nissley, President

From: Alex Bloye, Director of Aviation
Stephen N. Siciliano, Ph.D., Vice President for Educational Services
Troy Kierczynski, Vice President of Finance & Administration

Date: February 13, 2023

Subject: Adjustment of Prior Authorization

Recommendation

Authorize the administration increase the purchase limit of a prior authorization granted by Board of Trustees in April 2022 for the purchase of a *used* aircraft. The recommendation is to increase the purchase limit from \$450,000 to \$550,000.

Background and Justification

Strategy 5, Objective 1 of the Strategic Plan calls for the addition of four (4) training aircraft to Aviation Division's current fleet of ten (10). Our hangar at present size can accommodate two (2) additional trainers.

In April 2022, the Board authorized purchase of one (1) used training aircraft not to exceed \$450,000 which remains unfulfilled. In that request, we noted a spike in global demand for training aircraft and the expectation it could take months to find a viable aircraft. For the last 10 months, Aviation has exhausted all possible avenues searching for an aircraft that fits our fleet (Cessna Skyhawks 2012 or newer). Despite the setback, we've continued engaging brokers, alumni, our advisory committee, and several other institutions within our network. As the used market remains volatile, we will continue our search for the right opportunity.

Recently, there have been a select few aircraft on the used market that are listed higher than our authorized limit. Sales experts tell us that these are most likely new aircraft that were recently purchased with the intent to lease to flight training institutions. With the demand to lease aircraft being much lower than to purchase, this specific segment of the U.S. fleet is being relisted for sale.

Funding Source

Purchase will be funded from the Aviation Capital Reserve Account which holds a balance of \$1,111,528.



**Northwestern
Michigan
College**

To: Dr. Nick Nissley, President
From: Jason Slade, Vice President of Strategic Initiatives
Date: February 20, 2023
Subject: Michigan New Jobs Training Program (MNJTP) - Amended Agreements for Board Approval

Recommendation

New agreements:

Requesting Board approval of the following New Jobs Training Program agreements:

- Cultured Ferments Company of Traverse City, MI. Agreement until February 26, 2033 with the addition of 7 new jobs, total budget \$50,000.
- Food for Thought of Traverse City, MI. Agreement until February 26, 2033 with the addition of 15 new jobs, total budget \$100,000.

Agreement amendment:

Requesting Board approval of the following amended New Jobs Training Program agreements:

- Western Diesel Services, Inc. d/b/a Hayes Manufacturing of Fife Lake, MI. Amend the previous agreement dated April 27, 2020. This agreement increases the budget from \$250,000 to \$550,000. Amended agreement date is February 27, 2023.
- Cerny Industries d/b/a Strata Designs of Traverse City, MI. Amend the previous agreement dated December 20, 2021. This agreement increases the budget from \$72,903 to \$122,903. Amended agreement date is February 27, 2023.

With the amendment:

- Net new jobs qualified under all agreements are projected at 1,043
- Training expenditures are now valued at \$9,742,940 for the region, delivered through 2033.

Requirements of the program

The Michigan New Jobs Training Program, established in 2008, allows community colleges to provide training for employers that are creating new jobs and/or expanding operations in Michigan. The training for the newly hired workers is paid by capturing the state income tax associated with the new employees' wages. Eligibility:

- Are full-time, in a new, existing, or expanding business of the employer
- Are not jobs of recalled workers, replacement jobs, or any other job that existed in the employer's business within the 1-year period preceding the date of an agreement
- Are new jobs that pay at least 175 percent of the Michigan minimum wage when the contract is signed
- Are new jobs that result in a net increase in employment in this state for the employer

MICHIGAN NEW JOBS TRAINING AGREEMENT

PART I

1. “College” means Northwestern Michigan College of Traverse City, Michigan. Notices, requests, or other communications directed to the College under this Agreement shall be addressed as follows:

Finance

Lindsey Lipke, Controller
 Northwestern Michigan College
 1701 East Front Street
 Traverse City, MI 49686
llipke@nmc.edu
 231-995-1943

Training

Lisa Rollin, Senior Accountant
 Michigan Manufacturing Technology Center
 Northern Michigan Office
 1701 East Front Street
 Traverse City, MI 49686
rollin@nmc.edu
 231-995-2005

2. “Employer” means Cultured Ferments Company LLC of Traverse City, Michigan. Notices, requests, or other communications directed to the Employer under this Agreement shall be addressed as follows:

Courtney Lorenz, Founder
 Cultured Ferments Company LLC
 3842 Jupiter Crescent Drive
 Traverse City, MI 49685
 E-mail Address: courtney@drinkcultured.com
Federal ID No.: 47-3437850

3. The Employer certifies that the number of jobs on its payroll in Michigan as of December 18, 2022, the date of the Preliminary Agreement, was two (2) and that the highest number of jobs on its payroll in Michigan in the last 12 months prior to the date of the Preliminary Agreement was two (2).
4. The Employer agrees that the New Jobs Credit from Withholding paid by the Employer to the College for Program Costs will begin as employees are hired.
5. The effective date of this Agreement shall be February 27, 2023 (the “Effective Date”).
6. The term of this Agreement shall be ten (10) years, expiring February 26, 2033, provided this Agreement shall not terminate and the obligations, representations, warranties, covenants, and agreements of the Employer hereunder shall continue until the Program Costs have been paid in full as provided herein.

The provisions of Part II and Part III of this Agreement are hereby approved and incorporated in full by reference.

**MICHIGAN NEW JOBS TRAINING AGREEMENT
PART II
EXHIBIT A**

Estimated Budget

1.	Training	\$ 43,478
2.	Training Equipment	\$ 0
3.	Administrative Fee	\$ 6,522
	TOTAL	\$ 50,000

Final Costs

1.	Training	\$
2.	Training Equipment	\$
3.	Administrative Fee	\$
	TOTAL	\$

Acknowledged this 27th day of February 2023



Courtney Lorenz, Founder
Cultured Ferments Company LLC

Nick Nissley, President
Northwestern Michigan College

EXHIBIT B

Tentative Training Program

I. Overview

A.	Estimated number of new jobs:	7
B.	Expected date by which new jobs will be filled:	01/01/28
C.	Estimated costs of training:	\$43,478
D.	Expected begin date:	02/27/23
E.	Expected end date:	02/26/33

II. Description of Training

- Food Safety
- Lean Manufacturing

III. Description of Training Equipment

EXHIBIT C

Employer Projections of Payroll and New Jobs Credit

Year of Agreement	Estimated Payroll of New Positions	Estimate of Diverted Payroll Taxes	Cumulative Diverted Payroll Taxes
1	\$ 117,647	\$ 5,000	\$ 5,000
2	\$ 117,647	\$ 5,000	\$10,000
3	\$ 117,647	\$ 5,000	\$15,000
4	\$ 117,647	\$ 5,000	\$20,000
5	\$ 117,647	\$ 5,000	\$25,000
6	\$ 117,647	\$ 5,000	\$30,000
7	\$ 117,647	\$ 5,000	\$35,000
8	\$ 117,647	\$ 5,000	\$40,000
9	\$ 117,647	\$ 5,000	\$45,000
10	\$ 117,647	\$ 5,000	\$50,000

Note: Although the term of this Agreement is ten (10) years, the amount of payroll taxes diverted hereunder may not exceed the total amount of the budget. The College will work with the Employer and the Michigan Department of Treasury to ensure taxes in excess of the required amounts are not diverted but rather are forwarded directly to the State of Michigan by the Employer.

Michigan New Jobs Training Program -- Board Summary

Company:	Food For Thought
	1610 Barlow Street, Suite 201; Traverse City, MI 49686
Type of Agreement:	Ten-Year Agreement
Existing Jobs:	18
Net New Jobs to be Created:	15
People to be Trained:	15
Approximate Start Date:	02/27/23
Approximate End Date:	02/26/33
Budget Analysis:	<u>Revenues</u> Estimated State Withholding
	<u>Estimated Expenses</u> MCCA Administration Costs (1%) College Administration Costs (14%) Total Estimated Training Budget
Funding Vehicle:	Pay-As-You-Go Agreement
Recommendation:	Agreement Approval

Original Award 02/27/23 \$ 100,000
\$ 870 \$ 12,174 \$ 86,956

MICHIGAN NEW JOBS TRAINING AGREEMENT

PART I

1. “College” means Northwestern Michigan College of Traverse City, Michigan. Notices, requests, or other communications directed to the College under this Agreement shall be addressed as follows:

Finance

Lindsey Lipke, Controller
 Northwestern Michigan College
 1701 East Front Street
 Traverse City, MI 49686
llipke@nmc.edu
 231-995-1943

Training

Lisa Rollin, Senior Accountant
 Michigan Manufacturing Technology Center
 Northern Michigan Office
 1701 East Front Street
 Traverse City, MI 49686
rollin@nmc.edu
 231-995-2005

2. “Employer” means Food For Thought of Traverse City, Michigan. Notices, requests, or other communications directed to the Employer under this Agreement shall be addressed as follows:

Grace O’Malley
 HR Generalist/Payroll Coordinator
 1610 Barlow Street, Suite 201
 Traverse City, MI 49686
 E-mail Address: hr@tamarackholdings.com
Federal ID No.: 38-3323549

3. The Employer certifies that the number of jobs on its payroll in Michigan as of December 21, 2022, the date of the Preliminary Agreement, was eighteen (18) and that the highest number of jobs on its payroll in Michigan in the last 12 months prior to the date of the Preliminary Agreement was eighteen (18).
4. The Employer agrees that the New Jobs Credit from Withholding paid by the Employer to the College for Program Costs will begin as employees are hired.
5. The effective date of this Agreement shall be February 27, 2023 (the “Effective Date”).
6. The term of this Agreement shall be ten (10) years, expiring February 26, 2033, provided this Agreement shall not terminate and the obligations, representations, warranties, covenants, and agreements of the Employer hereunder shall continue until the Program Costs have been paid in full as provided herein.

The provisions of Part II and Part III of this Agreement are hereby approved and incorporated in full by reference.

**MICHIGAN NEW JOBS TRAINING AGREEMENT
PART II
EXHIBIT A**

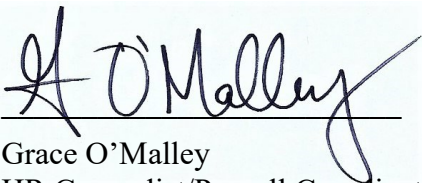
Estimated Budget

1.	Training	\$ 86,956
2.	Training Equipment	\$ 0
3.	Administrative Fee	\$ 13,044
	TOTAL	\$100,000

Final Costs

1.	Training	\$
2.	Training Equipment	\$
3.	Administrative Fee	\$
	TOTAL	\$

Acknowledged this 27th day of February 2023



Grace O'Malley
HR Generalist/Payroll Coordinator
Food For Thought

Nick Nissley, President
Northwestern Michigan College

EXHIBIT B

Tentative Training Program

I. Overview

A.	Estimated number of new jobs:	15
B.	Expected date by which new jobs will be filled:	01/01/28
C.	Estimated costs of training:	\$86,956
D.	Expected begin date:	02/27/23
E.	Expected end date:	02/26/33

II. Description of Training

- Food Safety
- Equipment
- Compliance

III. Description of Training Equipment

EXHIBIT C

Employer Projections of Payroll and New Jobs Credit

Year of Agreement	Estimated Payroll of New Positions	Estimate of Diverted Payroll Taxes	Cumulative Diverted Payroll Taxes
1	\$ 235,294	\$10,000	\$ 10,000
2	\$ 235,294	\$10,000	\$ 20,000
3	\$ 235,294	\$10,000	\$ 30,000
4	\$ 235,294	\$10,000	\$ 40,000
5	\$ 235,294	\$10,000	\$ 50,000
6	\$ 235,294	\$10,000	\$ 60,000
7	\$ 235,294	\$10,000	\$ 70,000
8	\$ 235,294	\$10,000	\$ 80,000
9	\$ 235,294	\$10,000	\$ 90,000
10	\$ 235,294	\$10,000	\$100,000

Note: Although the term of this Agreement is ten (10) years, the amount of payroll taxes diverted hereunder may not exceed the total amount of the budget. The College will work with the Employer and the Michigan Department of Treasury to ensure taxes in excess of the required amounts are not diverted but rather are forwarded directly to the State of Michigan by the Employer.

Michigan New Jobs Training Program -- Board Summary

Company: **Hayes Manufacturing**
 6875 US 131; Fife Lake, MI 49633

Type of Agreement: Eight-Year Agreement

Existing Jobs: 0

Net New Jobs to be Created: 31

People to be Trained: 20

Approximate Start Date: 04/27/20

Approximate End Date: 04/26/28

Budget Analysis:

Revenues

Estimated State Withholding

Estimated Expenses

MCCA Administration Costs (1%)
 College Administration Costs (14%)
 Total Estimated Training Budget

Original Award 04/27/20	Amendment 02/27/23
\$ 250,000	\$ 550,000
\$ 2,174	\$ 4,783
\$ 30,435	\$ 66,957
\$ 217,391	\$ 478,261

Funding Vehicle: Pay-As-You-Go Agreement

Recommendation: Agreement Approval

MICHIGAN NEW JOBS TRAINING AGREEMENT NJTP-269; AMENDMENT #1

This amendment between Northwestern Michigan College and Hayes Manufacturing dated February 27, 2023, amends the original agreement dated April 27, 2020. This Agreement increases the budget from \$250,000 to \$550,000.

PART I

1. "College" means Northwestern Michigan College of Traverse City, Michigan. Notices, requests, or other communications directed to the College under this Agreement shall be addressed as follows:

Finance

Lindsey Lipke, Controller
Northwestern Michigan College
1701 East Front Street
Traverse City, MI 49686
llipke@nmc.edu
231-995-1943

Training

Lisa Rollin, Senior Accountant
Michigan Manufacturing Technology Center
Northern Lower Office
1701 East Front Street
Traverse City, MI 49686
lrollin@nmc.edu
231-995-2005

2. "Employer" means Western Diesel Services, Inc. d/b/a Hayes Manufacturing of Fife Lake, Michigan. Notices, requests, or other communications directed to the Employer under this Agreement shall be addressed as follows:

Penny Challender
President
Hayes Manufacturing
6875 US 131
Fife Lake, MI 49633
penny@hayescouplings.com
Federal ID No.: 43-0762599

3. The Employer certifies that the number of jobs on its payroll in Michigan as of November 15, 2019, the date of the Preliminary Agreement, was zero and that the highest number of jobs on its payroll in Michigan in the last 12 months prior to the date of the Preliminary Agreement was zero.
4. The Employer agrees that the New Jobs Credit from Withholding paid by the Employer to the College for Program Costs will begin as employees are hired.
5. The effective date of this Agreement shall be April 27, 2020.
6. The term of this Agreement shall be eight (8) years, expiring April 26, 2028, provided this Agreement shall not terminate and the obligations, representations, warranties, covenants, and agreements of the Employer hereunder shall continue until the Program Costs have been paid in full as provided herein.

The provisions of Part II and Part III of this Agreement are hereby approved and incorporated in full by reference.

**MICHIGAN NEW JOBS TRAINING AGREEMENT
PART II
EXHIBIT A**

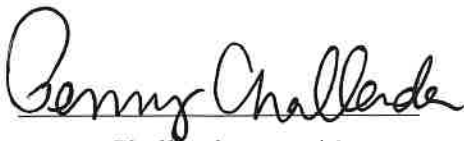
Estimated Budget

1.	Training	\$ 478,261
2.	Training Equipment	\$ 0
3.	Administrative Fee	\$ 71,739
	TOTAL	\$ 550,000

Final Costs

1.	Training	\$
2.	Training Equipment	\$
3.	Administrative Fee	\$
	TOTAL	\$

Acknowledged this 27th day of February 2023.



Penny Challender, President
Hayes Manufacturing

Nick Nissley, President
Northwestern Michigan College

EXHIBIT B

Tentative Training Program

I. Overview

A.	Estimated number of new jobs:	60 @ \$16.89+
B.	Expected date by which new jobs will be filled:	01/01/24
C.	Estimated costs of training:	\$478,261
D.	Expected begin date:	04/27/20
E.	Expected end date:	04/26/28

II. Description of Training

- Advanced Lean Practices and Concepts
- Personnel Management
- Machine Repair
- CNC Machine Programming

III. Description of Training Equipment

EXHIBIT C

Employer Projections of Payroll and New Jobs Credit

Year of Agreement	Estimated Payroll of New Positions	Estimate of Diverted Payroll Taxes	Cumulative Diverted Payroll Taxes
1	\$1,617,647	\$ 68,750	\$ 68,750
2	\$1,617,647	\$ 68,750	\$137,500
3	\$1,617,647	\$ 68,750	\$206,250
4	\$1,617,647	\$ 68,750	\$275,000
5	\$1,617,647	\$ 68,750	\$343,750
6	\$1,617,647	\$ 68,750	\$412,500
7	\$1,617,647	\$ 68,750	\$481,250
8	\$1,617,647	\$ 68,750	\$550,000

Note: Although the term of this Agreement is eight (8) years, the amount of payroll taxes diverted hereunder may not exceed the total amount of the budget. The College will work with the Employer and the Michigan Department of Treasury to ensure taxes in excess of the required amounts are not diverted but rather are forwarded directly to the State of Michigan by the Employer.

Michigan New Jobs Training Program -- Board Summary

Company:

Cerny Industries dba Strata Design

1645 Park Drive; Traverse City, MI 49686

Company Classification:

337212 -- Custom Architectural Woodwork and Millwork Manufacturing

Type of Agreement:

Five-Year Agreement; Amended to Ten-Year Agreement

Company Overview:

Strata Design is one of the largest independent manufacturers of commercial casework and store fixtures in Michigan servicing all of North America. Since 1988, Strata Design has been dedicated to manufacturing and installing the highest quality modular commercial casework, plastic laminate furniture, and store fixtures for hospitals and medical office buildings, universities and schools, retail stores, sports and hospitality venues, and financial institutions.

Existing Jobs:

19

Net New Jobs to be Created:

4

People to be Trained:

4

8

Approximate Start Date:

07/01/16

Approximate End Date:

05/22/26

Budget Analysis:

Revenues

Estimated State Withholding

Estimated Expenses

MCCA Administration Costs (1%)

College Administration Costs (14%)

Total Estimated Training Budget

Award	Amendment 06/28/21	Amendment 12/20/21	Amendment 02/27/23
\$ 25,000	\$ 25,525	\$ 72,903	\$ 122,903
\$ 217	\$ 222	\$ 634	\$ 1,069
\$ 3,044	\$ 3,107	\$ 8,875	\$ 14,962
\$ 21,739	\$ 22,196	\$ 63,394	\$ 106,872

Funding Vehicle:

Pay-As-You-Go Agreement

Recommendation:

Agreement Approval

MICHIGAN NEW JOBS TRAINING AGREEMENT NJTP-137; AMENDMENT #4

This amendment between Northwestern Michigan College and Strata Design dated February 27, 2023, amends the previous agreement dated December 20, 2021. The Agreement increases the budget from \$72,903 to \$122,903.

PART I

1. “College” means Northwestern Michigan College of Traverse City, Michigan. Notices, requests, or other communications directed to the College under this Agreement shall be addressed as follows:

Finance

Lindsey Lipke, Controller
Northwestern Michigan College
1701 East Front Street
Traverse City, MI 49686
llipke@nmc.edu
231-995-1943

Training

Lisa Rollin, Senior Accountant
Michigan Manufacturing Technology Center
Northern Michigan Office
1701 East Front Street
Traverse City, MI 49686
lrollin@nmc.edu
231-995-2005

2. “Employer” means Cerny Industries dba Strata Design of Traverse City, Michigan. Notices, requests, or other communications directed to the Employer under this Agreement shall be addressed as follows:

Jen Cerny
Strata Design
1645 Park Drive
Traverse City, MI 49686
Federal ID No.: 26-2834157

3. The Employer certifies that the number of jobs on its payroll in Michigan as of October 19, 2012, the date of the Preliminary Agreement, was 19 and that the highest number of jobs on its payroll in Michigan in the last 12 months prior to the date of the Preliminary Agreement was 19.
4. The Employer agrees that the New Jobs Credit from Withholding paid by the Employer to the College for Program Costs will begin as employees are hired.
5. The effective date of this Agreement shall be May 23, 2016 (the “Effective Date”).
6. The term of this Agreement shall be ten (10) years, expiring May 22, 2026, provided this Agreement shall not terminate and the obligations, representations, warranties, covenants, and agreements of the Employer hereunder shall continue until the Program Costs have been paid in full as provided herein.

The provisions of Part II and Part III of this Agreement are hereby approved and incorporated in full by reference.

PART II

EXHIBIT A

Estimated Budget

1.	Training	\$ 106,872
2.	Training Equipment	\$ 0
3.	Administrative Fee	\$ 16,031
	TOTAL	\$ 122,903

Final Costs

1.	Training	\$
2.	Training Equipment	\$
3.	Administrative Fee	\$
	TOTAL	\$

Acknowledged this 27th day of February 2023.


 Tyler Cerny, President
 Strata Design

 Nick Nissley, President
 Northwestern Michigan College

EXHIBIT B
Tentative Training Program

I. Overview

A.	Estimated number of new jobs:	8 @ \$14.88 or higher
B.	Expected date by which new jobs will be filled:	04/01/19
C.	Estimated costs of training:	\$106,872
D.	Expected begin date:	07/01/16
E.	Expected end date:	05/22/26

II. Description of Training

- Lean Manufacturing
- MicroVelme
- AutoCAD
- Project Pak

III. Description of Training Equipment

EXHIBIT C

Employer Projections of Payroll and New Jobs Credit

Year of Agreement	Estimated Payroll of New Positions	Estimate of Diverted Payroll Taxes	Cumulative Diverted Payroll Taxes
1	\$289,184	\$ 12,290	\$ 12,290
2	\$289,184	\$ 12,290	\$ 24,580
3	\$289,184	\$ 12,290	\$ 36,870
4	\$289,184	\$ 12,290	\$ 49,160
5	\$289,184	\$ 12,290	\$ 61,450
6	\$289,184	\$ 12,290	\$ 73,740
7	\$289,184	\$ 12,290	\$ 86,030
8	\$289,184	\$ 12,290	\$ 98,320
9	\$289,184	\$ 12,290	\$110,610
10	\$289,184	\$ 12,290	\$122,900

Note: Although the term of this Agreement is ten (10) years, the amount of payroll taxes diverted hereunder may not exceed the total amount of the budget. The College will work with the Employer and the Michigan Department of Treasury to ensure taxes in excess of the required amounts are not diverted but rather are forwarded directly to the State of Michigan by the Employer.