

**NORTHWESTERN MICHIGAN COLLEGE
BOARD OF TRUSTEES
MINUTES
Monday, June 26, 2023
Timothy J. Nelson Innovation Center
Room 106/107**

CALL TO ORDER—Chair Laura J. Oblinger called the regular meeting to order at 5:30 p.m.

ROLL CALL

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

Trustees absent: None

Trustees participating remotely: Kenneth E. Warner (via Zoom from East Bay Township)

Also present: President Nick Nissley, Lynne Moritz, Diana Fairbanks, Troy Kierczynski, Mark
Liebling, Lindsey Lipke, Kyle Morrison, Todd Neibauer, Jennifer Hricik, Stephen
Siciliano, Michael Anderson, Marcus Bennett, Will Kitchen, Steve Rice, Nancy
Parshall, Glenn Wolff, Chris Hanna, Ty Schmidt

REVIEW OF AGENDA—The agenda was accepted as presented.

BUDGET HEARING—The regular meeting was closed and the budget hearing opened at 5:33 p.m.
on a motion by Doug Bishop, seconded by Rachel Johnson, with the following roll call vote: Yes—
Chris Bott, Rachel Johnson, Doug Bishop, Andy Robitshek, Kennard Weaver, Laura Oblinger; No—
None. The budget hearing began at 5:31 p.m.

FY24 Budget Review—Troy Kierczynski, Vice President of Finance and Administration, sought
questions regarding the proposed budget for FY24 that included the proposed property tax millage
rate of 2.06 mills for operating purposes. There was discussion regarding the employee budget town
hall meetings held in June and it was noted the external auditors will be reporting on the reserves in
the FY23 audit.

Public Comment—There was no public input offered pertaining to the budget hearing.

Budget Hearing Adjournment—A motion was made by Kennard Weaver, seconded by Rachel
Johnson, that the budget hearing be closed and the regular meeting reconvened. The motion passed
with the following roll call vote: Yes—Kennard Weaver, Doug Bishop, Andy Robitshek, Rachel
Johnson, Chris Bott, Laura Oblinger; No—None; and the regular meeting reconvened at 5:35 p.m.

STRATEGIC FOCUS

Strategic Initiatives Update: Community Partnerships and Engagement—Jason Slade, Vice
President of Strategic Initiatives, reminded everyone of the four objectives under this strategy, of
which he is “champion.” For workforce training programs (e.g., medical billing, CIT, construction
heavy equipment, etc.) Slade noted in-person classes are harder to fill; to address this challenge,
reduction of in-person requirements for courses has been successful, even if it means less credentials
earned in the hybrid format. It was noted that online programs work well with this demographic
because of the flexibility.

REPORTS AND PRESENTATIONS

Program Focus: Office of Possibilities—Will Kitchen, Co-Director, and Jason Slade, Vice President of Strategic Initiatives, presented on the Office of Possibilities (OOPs), which serves to create, nurture, and support a culture of innovation in NMC and the community. OOPs hosts twice weekly meetings (on campus and once in downtown Traverse City), recently held five workshops with nineteen attendees, and is developing a public website. There was discussion regarding intellectual property and the college's benefit for successful and profitable projects.

Faculty Report: Anxiety and Depression Among Our Students—Nancy Parshall, Communications Instructor, has been an NMC English Faculty Member for 21 years. Parshall reminded everyone of the experience of many incoming students who were completing their high school education during COVID-19 lockdowns. A *Healthy Minds Study* of 96,000 students across 133 U.S. campuses for the 2021-22 academic year reported 44% of students reported depression and 37% of students reported anxiety disorders, which are the highest rates in the 15 year history of the study. 83% of students in a Boston University survey stated mental health impacted their academic performance in that month. Concurrently, survey data indicates more students are participating in therapy/counseling for mental health. There was discussion regarding the survey data, helpful resources for student and faculty, and acknowledgment of the work being done by faculty members to support wraparound services for student success.

Enrollment Report—Todd Neibauer, Vice President for Student Services and Technologies, thanked Parshall for her report on student mental health and noted the increase in counseling visits during last academic year. For the June enrollment report, Neibauer noted factors within the report that are trending positively. Orientation sessions for fall continue throughout the summer. An enrollment audit is occurring and non-attender surveys are planned to gather as much information as possible from students who have applied but not enrolled, or have stopped taking courses before completing a credential. In response to a question, Neibauer described how resources are being allocated between attracting new students and retaining current students.

PUBLIC INPUT—There was no public input offered.

UPDATES

President's Update—President Nick Nissley shared the state budget is anticipated to be released tomorrow; NMC anticipates freshwater research and innovation center funding will be included, as well as additional aviation hangar funding. Capital Outlay funding is likely to be included in a fall supplemental funding bill. Regarding governance document review with the NMC Foundation, Nissley reminded trustees that a joint study session of both the Board of Trustees' Executive Committee and Foundation Board Executive Committee was held on June 13, facilitated by Elaine Wood. Wood, a former trustee and Foundation Board member, drafted a revised MOU for review by President Nissley, Chair Oblinger, Foundation Board Chair Jayne Mohr. Nissley celebrated the award of a \$100,000 grant from the Lumina Foundation for brand strategy. At the upcoming MCCA Summer Conference in July, Nissley will present on the NMC Aviation's growth plan and the state funding which supports the growth.

Board Chair Update—Chair Laura Oblinger added to President Nissley's update regarding NMC Foundation governance process, stating it was overdue for those two executive committees to gather.

Suggested updates to the MOU include ensuring the two committees convene at least every two years and that the MOU is reviewed on a regular basis. Oblinger also shared that the Campus Master Plan process continues, thanked trustees for their time at their June Study Session, and shared a student communication of kudos to college. Trustee Bishop asked for further context on the college and Foundation MOU review, to which Oblinger reported the revisions include clarifications of the budgeting process and roles and purposes of Foundation Board members. A red-lined version of the proposed changes will come to the Board of Trustees Policy Committee once both executive committees have reviewed and approved of the updates.

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

- Minutes of the May 22, 2023, regular meeting
- Minutes of the June 13, 2023, special study session and closed session
- 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*
- Executive Committee Minutes—*Laura Oblinger, Chair*
- Audit Committee Minutes—*Kennard Weaver, Committee Chair*
- Building & Site Committee Minutes—*Ken Warner, Committee Chair*

ACTION ITEMS—All votes pertaining to the action items listed below refer to votes of trustees present in-person for the meeting. Trustee Ken Warner participated via zoom and was not permitted to vote in this instance.

Certification of Taxes—On a motion by Doug Bishop, seconded by Chris Bott, the Board adopted resolutions to authorize the millage rate of 2.06 mills be levied for operation purposes for the FY24. The motion passed with a unanimous vote of those trustees present in-person.

Adoption of Budgets—On a motion by Rachel Johnson, seconded by Doug Bishop, the Board adopted budget resolutions and budgets based on the following tuition and fee rates for the FY24 as presented. The motion passed with a unanimous vote.

Blanket Purchase Orders—Kennard Weaver made a motion, seconded by Doug Bishop, to authorize administration to create blanket purchase orders for each vendor identified on the presented spreadsheet. The motion passed with a majority vote, with Trustee Johnson abstaining.

Parking Lot Repair—Doug Bishop made a motion, seconded by Andy Robitshek, the Board authorized for administration to enter into a contract with Quality Sealcoating, Inc. in the amount of \$83,229 to complete the work described in the scope of this project. In response to a question, it was noted this will be funded by the Plant Fund. The motion passed with a unanimous vote.

Snow Removal Contract—On a motion by Doug Bishop, seconded by Rachel Johnson, the Board authorized for administration to enter into a contract with Quality Seal Coating for snow removal for the FY24, FY25, & FY26 school years. The not to exceed amount for each of the three years is

\$175,000. This expense will be funded through the general fund. The motion passed with a unanimous vote.

Closed Session—Kennard Weaver made a motion, seconded by Doug Bishop, that the Board adjourn the open session and consider in closed session (pursuant to Subsection 8(a) of the Open Meetings Act, MCL 15.268) the mid-year evaluation of the president, per his request for a closed session. The motion passed with the following roll call vote: Yes—Andy Robitshek, Doug Bishop, Chris Bott, Kennard Weaver, Rachel Johnson, Laura Oblinger; No—none; and the Board went into closed session at 7:16 p.m.

Reconvene Regular Session—Doug Bishop made a motion, seconded by Chris Bott, to adjourn the closed session and reconvene the open session. The motion passed with the following roll call vote: Yes—Doug Bishop, Andy Robitshek, Chris Bott, Rachel Johnson, Kennard Weaver, Ken Warner, Laura Oblinger; No—none; and the regular open session reconvened at 8:17 p.m.

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.

ADJOURNMENT—The meeting adjourned at 8:19 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