CALL TO ORDER—Vice Chair Kennard Weaver called the regular meeting to order at 5:30 p.m.

ROLL CALL
Trustees present: K. Ross Childs, Marilyn Gordon Dresser, Steven G. Rawlings, Kennard R. Weaver
Trustees absent: Douglas S. Bishop, Robert T. Brick, Cheryl Gore Follette
Also present: President Timothy J. Nelson, Leanne Baumeler, Aaron Beach, Cathryn Claerhout, Vicki Cook, Marguerite Cotto, Diana Fairbanks, Holly Gorton, Kari Kahler, Todd Neibauer, Paul Perry, Linda Racine, Stephen Siciliano, Cheryl Sullivan, David Weaver

REVIEW OF AGENDA—The agenda was accepted as presented, on a motion from Ross Childs, supported by Steve Rawlings, with a unanimous vote.

REPORTS
Program Focus—Disability Support Services—Leanne Baumeler, Disability Support Services Specialist provided an update to the Board on the disability support services offered at Northwestern Michigan College. She reviewed the process of determining accommodations to address the various disabilities and needs of students, and shared some examples. Baumeler explained how she also refers students to other community services available that contributes to the success of each student. The presentation concluded with a video comprised of several NMC students receiving support services.

Enrollment Report—Cathryn Claerhout, Director of Admissions, provided the monthly enrollment report, which included the official 2015 Spring Semester enrollment figures indicating the budgeted goal of 850 new students was just missed with the actual being 847. Claerhout shared that NMC continues to have an increased high school population through dual enrollment and direct credit students and attributed that to shared positions and a good relationship with TCAPS, as well as increased efforts by the state and NMC to encourage all high school students to submit a college application.

Financial Report—Vicki Cook, Vice President of Finance and Administration, provided the monthly financial report noting that tuition and fees for spring were slightly below budget by about 4%, but would be offset by a savings in adjunct contracts. Cook also indicated property tax revenue would be finalized at the end of March.
Compensation/Classification Implementation Status Report—Marguerite Cotto, Vice President for Lifelong and Professional Learning, provided the monthly status report of activities of the compensation and classification plan implementation process.

Policy Committee Report—Committee member Kennard Weaver referred to the minutes of the February 12, 2015, Board Policy Committee meeting in the packet of Board materials and shared that the Committee had met to consider a draft policy on board electronic communications, as well as amendments to the policy on consent items. Weaver indicated that the Committee was recommending both to the full Board for approval at this meeting on a first-reading basis.

Foundation Report—Kennard Weaver, Board Representative, recognized Foundation executive director Rebecca Teahen who provided the Foundation report. She highlighted fund raising activities and noted the selection process for this year’s Outstanding Alumni is underway. She shared that the 2015 Taster’s Guild Auction and Tasting Event was coming up on February 27, and indicated the auction was being conducted totally online this year. The Board thanked Teahen for providing additional information on benefactor Becky Kelly, and acknowledged their gratitude for that donation.

Legislative Issues Report—President Timothy Nelson provided the legislative report, referring to the MCCA Update in the packet of materials and that the MCCA Legislative Summit had occurred in Lansing. In addition, Nelson shared that another community college baccalaureate legislative bill has been introduced by Senator Shirkey. Senator Booher has reintroduced three bills pertaining to concurrent enrollment, which MCCA feels should be dealt with in the dual enrollment bill rather than amendments to the community college act, and that the state should not be setting tuition rates. President Nelson also updated the Board on bills related to changes to the New Jobs Training Program. In response to a question, Nelson provided information from the Governor’s executive budget pertaining to community college funding and explained that, under the existing formula, NMC met all performance funding criteria. He indicated there are changes being recommended to the funding formula and he will keep the Board informed on any action.

UPDATES

Board Chair Update—Vice Chair Kennard Weaver provided the Chair update in the absence of the Board Chair. He shared there were changes in meeting locations on the Board Meeting Dates schedule up for approval in action items and that a couple of Board committee assignments have changed to place the treasurer on appropriate committees.

President’s Update—President Timothy Nelson shared that an Open Meetings Act (OMA) refresher by the county prosecutor is being scheduled and NMC trustees will be notified of the date and logistics. He encouraged trustees to attend and reminded trustees of the open meetings guide previously provided to them. Nelson also referred to a Michigan Speaks booklet on the citizens’ agenda for the 2014 elections that will be sent to trustees electronically. Notification has been received from the state accepting NMC’s records retention and management plan. A team of eight from NMC attended a Higher Learning Commission strategy forum as part of NMC’s accreditation process, which resulted in a new AQIP action project that deals with internal communications titled Our NMC: Cultivating a Connected Community. Nelson concluded his update by sharing that
Darby Hiller, Executive Director of Research, Planning and Effectiveness, is leaving NMC to accept a new position as Associate Vice Provost at Wittenberg University in Ohio.

Vice Chair Kennard Weaver encouraged trustee attendance at the county prosecutor’s OMA training.

PUBLIC INPUT—There was no public input offered.

DISCUSSION ITEMS

CONSENT ITEMS—On a motion by Ross Childs, supported by Steve Rawlings, the following items were approved by a unanimous vote as a group without discussion:
- Minutes of the January 22-23, 2015, retreat and January 26, 2015, regular and closed meetings
- Contributions for January 2015

ACTION ITEMS

Amended Regular Board Meeting Dates—Ross Childs made a motion, supported by Steve Rawlings, to approve the regular Board meeting dates through June 2016 as presented with amended meeting locations. Motion passed with a unanimous vote.

New Board of Trustees Policy A-108.00—On a motion by Steve Rawlings, supported by Ross Childs, the Board approved the new Board Policy A-108.00 Board of Trustees Electronic Communications as recommended by the Board Policy Committee, on a first-reading basis. Motion passed with a unanimous vote.

Amendment of Policy A-105.00—On a motion by Ross Childs, supported by Marilyn Dresser, the Board approved the amendment to Board Policy A-105.00 Consent Agenda Items as recommended by the Board Policy Committee, on a first-reading basis. It was noted that Trustees would like to be informed of major contributions in order to acknowledge these gifts. Motion passed with a unanimous vote.

Early Childhood Education Program—Steve Rawlings made a motion, supported by Ross Childs, to approve the Early Childhood Education academic program as follows:
- Certificate of Achievement Level I—Early Childhood Education and Care for Infant and Toddlers, effective Fall 2015
- Certificate of Achievement Level I—Early Childhood Education and Care for Preschoolers, effective Fall 2015
- Associate in Applied Science Degree in Early Childhood Education, effective Spring 2015

The childcare at NMC is a happy coincident/by-product. Motion passed with a unanimous vote.

Parsons-Stulen VCT Flooring Replacement—Ross Childs made a motion, supported by Steve Rawlings, authorizing administration to enter into a contract with Floor Covering Brokers in the amount of $27,300, plus $2,730 contingency for a total project budget of $30,030, to remove and
install new VCT and cove base in the corridors of the Parsons-Stulen building, to be funded though the FY 2015 Plant Fund budget. 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.

**ADJOURNMENT**—The meeting adjourned at 6:16 p.m.

Recorded by Holly Gorton, Executive Assistant to the President and Board of Trustees.

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SIGNED ____________________________

Kennard R. Weaver, Vice Chair

ATTESTED __________________________

K. Ross Childs, Secretary