

NORTHWESTERN MICHIGAN COLLEGE
BOARD OF TRUSTEES
MINUTES
Monday, November 25, 2019
at NMC Hagerty Center, Great Lakes Campus, 715 East Front St

CALL TO ORDER—Chair Chris M. Bott called the regular meeting to order at 5:30 p.m.

ROLL CALL

Trustees present: Douglas S. Bishop, Chris M. Bott, K. Ross Childs, Michael Estes, Rachel A. Johnson, Jane T. McNabb, Kennard R. Weaver

Trustees absent: None

Also present: President Timothy J. Nelson, Patti Burgess, Joy Evans Goodchild, Diana Fairbanks, Anders Gillis, Holly Gorton, Scott Herzberg, Lori Hodek, Troy Kierczynski, Colin Kreh, Mark Liebling, Todd Neibauer, Paul Perry, Kristen Salathiel, Dennis Schultz, Stephen Siciliano, Russell Soyring, Rebecca Teahen, Jim White

REVIEW OF AGENDA—The agenda was accepted as presented.

REPORTS

Program Focus—Military & Veterans Services—Scott Herzberg, POC Military and Veterans Services in NMC's Outreach Services, provided an update on NMC's military and veterans services. He shared that NMC's President Timothy Nelson made a commitment to be more military-friendly in the fall of 2012 and NMC has now been ranked as the 2nd most military-friendly community college in the nation for two consecutive years and has received the Michigan Veterans Affairs Gold Level Standard. The Board viewed a video featuring NMC veterans and their experiences. Herzberg also reviewed some of the services provided to veterans by NMC since 2012. He concluded by addressing questions of the Board. The Board thanked Scott Herzberg for the work he does for veterans, NMC and the community.

Faculty Report—NMC October Conference—Kristen Salathiel, Director of Center for Instructional Excellence (CIE) and Lori Hodek, Director of Professional Development Institute (PDI), presented on the 2019 NMC October Conference. They provided an overview of what PDI and CIE provide to NMC's employees and shared about the offerings of the 2019 NMC October Conference. Satisfaction survey results were also reviewed, including additional feedback provided. Trustee Ross Childs shared how he valued attending the conference and encouraged other trustees to attend in the future.

Enrollment Report—Todd Neibauer, Vice President for Student Services and Technology, provided the enrollment update for Spring 2020. He shared that registration for current students began October 23, 2019, and orientation sessions for newly admitted students began November 8 and will continue through January 2020.

Sensitive Information Report—Todd Neibauer, Vice President for Student Services and Technologies, also provided the Sensitive Information Report. There were no incidents related to identity theft protection to report.

Financial Report—Troy Kierczynski, Controller, reviewed the financial report for the period ending October 31, 2019, sharing that the timing of property tax payments is the reason for the decrease in revenue as compared to this period a year ago. It was also noted that tuition and fees revenue represent a 4% decrease from those of a year ago, which is in part due to the transition of Training Services to MMTC.

Foundation Report—Rebecca Teahen, Associate Vice President for Resource Development and Executive Director of Foundation, provided the Foundation update on fundraising FY20 goals, indicating total gifts to date equaling \$1,082,883. She also reviewed Foundation campaign initiatives, upcoming events and important dates.

PRMC Report—Diana Fairbanks, Executive Director of Public Relations, Marketing, and Communications reviewed the report for the month of October. Highlights included strong positive earned media coverage with the approval of the new president contract, faculty contract, and launch of the “Be What’s Possible” campaign for NMC. Fairbanks shared that October also represented the first full month of the ad campaign targeting the adult learner.

Building & Site Committee Report—Ross Childs, Committee Chair, reported that the committee had last met on November 20, 2019, and received an update on the progress and budget of the West Hall Innovation Center and Library project.

Legislative Issues Report—President Timothy Nelson provided a brief report in the meeting materials, noting that budget discussions are currently stalled until, most likely, after the start of the next calendar year, with no real change since Nelson’s last report a month ago.

PUBLIC INPUT—There was no public input offered.

UPDATES

President’s Update—President Timothy Nelson thanked the presenters of this meeting. He also noted the difficulty of tracking students following their attendance, which is being addressed at the state level. Nelson shared that he had recently attended the Executive Committee Meeting for the Alliance for Innovation and Transformation (AFIT) and reported on the sessions planned for the AFIT Summer Institute in July 2020. Nelson recommends NMC take a team of 10-12 participants to this worthwhile summer conference. Nelson also thanked people for attending the open house for him and wife Nancy, which they very much appreciated.

Board Chair Update—Chair Chris Bott reviewed upcoming important dates for trustees. He also noted the relationship map being formed for the incoming president. Bott shared that he and trustee Ross Childs attended the recent MCCA Trustee Institute, and he reviewed the state level updates from that meeting.

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

- Minutes of the October 28, 2019, regular meeting
- Minutes of the November 4, 2019, special study session meeting

ACTION ITEMS

Safe Routes to Schools Sidewalk Easement—On a motion by Kennard Weaver, seconded by Janie McNabb, the Board authorized administration to grant an easement request to the City of Traverse City for a Safe Routes to Schools sidewalk at 1701 E Front Street. The motion passed with a unanimous vote.

In response to a question, it was noted that some trees will be removed as a result of this project. The tree removal expense will fall to the City with this easement and Russ Soyering, Planning Director for the City of Traverse City, also offered to plant replacement trees on campus. Soyering noted that NMC exceeds the 40% tree canopy required by the new tree ordinance. Nelson recommended the Board request an official letter from the city stating their intent to replace the trees 2-for-1 and note that the tree canopy is not negatively impacted.

Board Level Strategic Goals—On a motion by Doug Bishop, seconded by Rachel Johnson, the Board approved the FY20 Board of Trustees Level Strategic Goals as presented. The motion passed with a majority vote, with Kennard Weaver opposed.

Facilities Contract—On a motion by Ross Childs, seconded by Kennard Weaver, the Board authorized administration to enter into a five-year contract with Sodexo for facility management services, effective January 1, 2020, through December 31, 2024. The funding source is the Campus Services budget. The motion passed with a unanimous vote.

Native American Grant Application—On a motion by Kennard Weaver, seconded by Michael Estes, the Board authorized administration to submit application for the 2% grant from the Grand Traverse Band of Ottawa and Chippewa Indians video gaming revenue as presented. 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.

ADJOURNMENT—The meeting adjourned at 7:10 p.m.

Recorded by Holly Gorton, Chief of Staff to the President and Board of Trustees.

SIGNED _____
Chris M. Bott
Chris M. Bott, Chair

ATTESTED _____
Michael Estes
Michael Estes, Secretary