CALL TO ORDER—Chair Douglas Bishop called the regular meeting to order at 5:31 p.m.

ROLL CALL
Trustees present: Douglas S. Bishop, Robert T. Brick, K. Ross Childs, Cheryl Gore Follette, William D. Myers, Susan K. Sheldon, Kennard R. Weaver

Trustees absent: None


REVIEW OF AGENDA—The agenda was accepted as presented.

REPORTS
Employee of the Semester—Aaron Beach, Director of Human Resources, introduced the Spring 2014 Employee of the Semester Irina Grougan, Office Manager-Department of Learning Services, along with her supervisor Kari Kahler, Associate Dean of Learning Services, who presented Irina with the NMC Employee of the Semester Award for Spring 2014.

LRT Update—Todd Neibauer, Executive Director of Learning Resources and Technologies, provided an update on the technology partnership between TCAPS and NMC. Neibauer shared some of the many opportunities for collaboration that have been explored, along with a high level forecast of projects that LRT will be engaging in over the next year. He noted that it has been a very educational and fruitful year and he looks forward to the partnership into the future.

International Report—Marguerite Cotto, Vice President of Lifelong and Professional Learning and Chris Weber, Vice President of Enrollment and Student Services presented a report on the recent trip to China, also providing some photo highlights. President Timothy Nelson also attended the March 2014 trip. NMC has established Memorandums of Understanding (MOU) and Memorandums of Agreement (MOA) with several organizations, colleges and universities throughout the world during the past decade, several of which are in China. Weber also shared about being selected to return to China in April based on the recent signing of an MOA between NMC and Weiming Education Group. She shared that NMC and TCAPS anticipate modest and steady growth during the next decade as expansion of our understanding and commitment to increasing international educational opportunities for our students, faculty and staff continues.

Traverse City Light & Power Report—Vicki Cook, Vice President of Finance and Administration Business provided a summary report on the co-generation feasibility study conducted by NMC and Traverse City Light & Power (TCLP) to determine if it made economic sense for TCPLP to provide a capital investment for a co-gen installation project. Based on an unfavorable business case study,
TCLP declined interest in this project. Although it has been determined not to be cost effective for NMC and TCLP to pursue the co-generation project, NMC will continue efforts in green energy projects.

Classification and Compensation Review Update—Aaron Beach, Director of Human Resources, and Linda Racine, Director of Program Advancement – Lifelong and Professional Learning, presented an update on the Classification and Compensation review including a review of the purpose and background of the projects, the progress of the workgroup to date, and work to be completed. The project was originated as a result of the board-level strategic goal to evaluate the employee classification and compensation systems and make adjustments as required. The Board expressed their gratitude for the comprehensive work conducted by the workgroup.

Enrollment Report—Chris Weber, Vice President for Enrollment Management and Student Services, presented the enrollment report showing that applications for admission, applications for housing and attendance at orientation sessions are up. New student enrollment is tracking up, while returning student enrollment is down from last year.

Financial Report—Vicki Cook, Vice President of Finance and Administration, provided the summary report for the general fund as of April 30, 2014. She noted the final property tax revenue came in slightly over budget, and that she anticipates a balanced budget by year end. There were no questions from the Board.

Board Audit Committee Report—Kennard Weaver, Committee Chair, reported that the committee had met with the auditors and was making a recommendation that the Board enter into an agreement with Rehmann to conduct their professional services plan for the year ending June 30, 2014.

Foundation Report—Doug Bishop, Board Representative on the NMC Foundation Board, provided the Foundation report. He shared that three former NMC students had received recognition as Outstanding Alumni—John Militello, Angela Nahikian, and Craig LaFave.

BBQ Report—Kennard Weaver, Board Representative to the NMC BBQ, reported that the May 18 event was an outstanding success. More than 9,000 meals were served and thousands took advantage of great weather to visit the campus.

Legislative Issues Report—President Timothy Nelson provided a legislative update noting that the tuition cap language had been removed from both the House and Senate versions of the state budget, and an impact on community college funding is not expected.

UPDATES

President’s Update—President Nelson thanked everyone who helped with the annual BBQ. He also thanked everyone who made TEDx Traverse City a success, which was held at the Milliken Auditorium and also streamed to the State Theatre, Traverse City Central and West High Schools and NMC’s Scholars Hall. He congratulated the Great Lakes Maritime Academy for receiving permission to offer fast rescue boat training, something that not every maritime academy in the nation can offer. Nelson shared that he has asked Vicki Cook and Holly Gorton, Executive Assistant
to the President and Board of Trustees to review the college’s records retention policy as it pertains to e-mails.

**Board Chair Update**—Doug Bishop, Chair, stated that May is a “particularly cool month to be on the NMC Board,” noting that it is rewarding to attend commencement, maritime graduation, honors convocation and the barbecue, and that it’s great to see how much spirit and pride the community has in its college. He thanked all faculty, staff, and trustees. Bishop said the college attorney has completed a preliminary draft of a Board of Trustees e-mail policy and he requested that the Board Policy Committee meet before the regular June meeting to review that draft. He also shared that a well written manual on the Open Meetings Act had been distributed to the trustees along with other information.

Kennard Weaver referenced the ACCT Leadership Awards and made a motion, supported by Ross Childs, for the Board to support the nomination of President Timothy J. Nelson for the 2014 ACCT CEO Award. The motion carried by unanimous vote.

**DISCUSSION ITEMS**

**FY15 Budget**—Vice President Vicki Cook presented on the progress of the FY15 budget planning process and underlying assumptions used. The presentation provided data, as well as the historical perspective needed to assess the validity and reliability of those assumptions. The FY15 budget will be presented for Board approval at their regular June meeting.

**PUBLIC INPUT**—There was public input received from Joe Connolly.

**CONSENT ITEMS**—On a motion by Cheryl Follette, supported by Robert Brick, the following items were approved by a unanimous vote as a group without discussion:

- Minutes of the April 21, 2014, Board meeting
- Contributions for April 2014

**ACTION ITEMS**

**Notice of Truth in Taxation Hearing**—On a motion by Cheryl Follette, supported by Susan Sheldon, the Truth-in-Taxation First Resolution was adopted as presented. The motion passed by a unanimous vote.

**PLC Level I Certificate**—On a motion by Susan Sheldon, supported by William Myers, the Board approved a level I certificate in Programmable Logic Controllers (PLC) as part of the Construction Technology program offerings, effective fall semester 2014. The motion passed by a unanimous vote.

**Audit Engagement Letter**—Kennard Weaver made a motion, supported by Ross Childs, authorizing administration to enter into an engagement agreement with Rehmann to conduct their professional services plan for Northwestern Michigan College for the year ending June 30, 2014, as presented. The motion passed by 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 7:59 p.m.

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

SIGNED

Douglas S. Bishop, Chair

ATTESTED

Susan K. Sheldon, Secretary