CALL TO ORDER—Chair Douglas Bishop called the retreat meeting to order at 12:41 p.m. on January 22, 2015.

ROLL CALL
Trustees present: Douglas S. Bishop, Robert T. Brick, K. Ross Childs, Marilyn Gordon Dresser, Cheryl Gore Follette, Steven G. Rawlings, Kennard R. Weaver
Trustees absent: None
Also present: President Timothy J. Nelson, Sara Budzik, Vicki Cook, Marguerite Cotto, Holly Gorton, Stephen Siciliano, Chris Weber

REVIEW OF AGENDA—The agenda was accepted as presented.

PUBLIC INPUT—There was no public input offered.

Sara Budzik, President’s Office Administrative Coordinator, was present for this portion of the meeting to provide an overview of the Board portal on NMC’s website.

DISCUSSION ITEMS
Doing Board Business—Doug Bishop led a discussion regarding officers and expressed his willingness to continue as Chair. He recommended Kennard Weaver for Vice Chair. Following discussion, Bishop also recommended the following slate of officers for approval at the regular January 26, 2015, Board meeting.

Chair – Doug Bishop
Vice Chair – Kennard Weaver
Secretary – Ross Childs
Treasurer – Bob Brick

Bishop also reviewed his recommended appointments to NMC Board Committees, which will be finalized at the regular January 26, 2015, Board meeting. He asked that trustees serve as liaisons through community organizations by establishing NMC reports on respective agendas of groups in which they participate, as well as recognize community involvement and partnerships at NMC Board meetings. There was discussion pertaining to the presentation of NMC Board reports with suggestions to make mention of materials previously provided and posted, and limit presentations to highlights and addressing questions of trustees.
Bishop asked trustees to review the provided materials from the 2014 ACCT Leadership Pre-Congress Academy on The Utility of Effective Board Governance, attended by trustee Bob Brick. Brick provided highlights of the session, noting that NMC’s structure is a Policy Board, governing at a high level, and is very effective. Bishop asked that trustees review the documentation on shared governance and submit any questions to the President’s Office to be addressed at future Board meetings if required.

**Institutional Strategy and Board Level Strategic Goals Background**—President Timothy Nelson delivered a presentation providing an overview of the College including history and facts, enrollment characteristics, driving trends and assumptions and strategic agenda.

**Board Level Strategic Goals Mid-year Check**—Stephen Siciliano, Vice President for Educational Services, noted that a mid-year update on FY’15 NMC Board of Trustees Level Strategic Goals had been included in the retreat materials and explained that each Vice President would provide an overview of their respective strategic goal update and address questions of Board. There was some discussion on the meaning of access to ensure students have the basic high school graduate level skills to be successful.

**Capital Projects Update**—Vicki Cook, Vice President of Finance and Administration, provided additional materials for the capital projects update, reviewing ongoing deferred maintenance, overall campus master plan, current initiatives and funding. In response to a question, it was shared that administration plans to continue discussions with Munson about a simulator for nursing. Housing needs and potential options were also discussed.

**Communications and Marketing Overview**—Diana Fairbanks, Executive Director of Public Relations, Marketing and Communications gave an update on initiatives of the Public Relations, Communications and Marketing department to develop a story-telling agenda and proactively support the strategic directions of the college. She then provided information to trustees in support of their role of being an advocate for the college and the community. Board members requested some easy access reference points for future discussions.

**ADJOURNMENT**—The meeting was adjourned for the day at 5:17 p.m. on January 22, 2015.

**CALL TO ORDER**—Chair Douglas Bishop reconvened the meeting by calling it to order 8:30 a.m. on January 23, 2015.

**ROLL CALL**

Trustees present: Douglas S. Bishop, Robert T. Brick, K. Ross Childs, Marilyn Gordon Dresser, Cheryl Gore Follette, Steven G. Rawlings, Kennard R. Weaver

Trustees absent: None

Also present: President Timothy J. Nelson, Kathy Cole, Vicki Cook, Marguerite Cotto, Holly Gorton, Stephen Siciliano, Rebecca Teahen, Michael Walton, Chris Weber.

**REVIEW OF AGENDA**—The agenda for the second day of retreat was accepted as presented.
PUBLIC INPUT—There was no public input offered.

DISCUSSION ITEMS

Strategic Enrollment Management Update – Domestic and International—Chris Weber, Vice President for Enrollment Management and Student Services, provided an update on both domestic and international enrollment. She shared that the United Kingdom and China are the top contributors to international students attending NMC. There was some discussion regarding opportunities for potential future international partnerships.

MEDC – MI Strategic Fund Community College Program—Marguerite Cotto, Vice President for Lifelong and Professional Learning, shared with trustees that, at their January 26 meeting, the Board would be asked for approval to submit an application for a $2.1 million grant from a new $50 million state program designed to help Michigan community colleges purchase equipment needed to deliver skilled trades training. She noted it was a competitive application process available to over 50 colleges. NMC would like to purchase laboratory, simulation and technology equipment that would be used as early as this fall in NMC’s engineering technology, welding technology, marine technology, nursing, and computer information technology programs. The total cost would be more than $2.8 million, including the $2.1 million sought in grant funds and about $716,000 for the college’s 25% match.

Foundation Update—Rebecca Teahen, Executive Director for Resource Development and Foundation, and consultant Kathy Cole, were present for this portion of the meeting to provide an NMC Foundation update. Teahen introduced Kathy Cole, President of Westwind Consulting, who was engaged in 2012 to complete a comprehensive review of the NMC Foundation. An implementation plan has been developed, based on Cole’s recommendations, which includes a review of NMC’s readiness to engage in a comprehensive campaign by the Foundation. Kathy Cole provided background of her work and career and reviewed the importance of a thorough preparation process before a campaign. Rebecca Teahen presented on the aspects and phases of a campaign, as well as the important leadership roles of the NMC Board of Trustees. A feasibility study will be conducted and Teahen explained that she plans to come back to the Board with a campaign decision making process this summer.

Additional Discussion Topics

Bonding—NMC’s bonding capacity was discussed, as well as the potential Osterlin building renovation and student center capital project that could include healthcare simulation, student space, reconfigurable classroom space, and student life space. There was support to have the architect move forward to establish a more exact estimate. There was also a suggestion to explore solar/green roofs options. Administration will also research bonding regulations and schedule a Board Revenue/Funding Study Group meeting to discuss further.

Tuition and Fee Structure Review—There was discussion pertaining to various tuition and fee structure options as well as value comparatives for the many alternative pathways and timeframes now available to NMC learners.

China Relationships and Domestic vs. International Outreach Efforts—Administration shared with trustees that the Weiming Education Group from China and the United Kingdom make up the largest
portion of NMC’s international student population. NMC’s admission target for international students is 5%. The Weiming Group students currently attending TCAPS are eligible to attend NMC next fall. There was discussion on the need to educate the community and campus on the value proposition of these international partnerships.

GASB 68 and National Pension Issues—Administration reported that NMC’s rating remains high and has not changed in the past 5 years. It was suggested that the GASB 68 requirement to record unfunded pension liability could change NMC’s bond rating; and NMC might explore their bonding options, reserve levels and other potential funding strategies.

Future Energy Resources—There was discussion on potential energy shortages and efficiencies to be gained through conservation and alternative generation. The Board expressed a desire to continue discussions on this issue to not be caught in a crisis situation in the future.

Prelude to Chamber Event – Theme “Then and Now”— Diana Fairbanks, Executive Director of Public Relations, Marketing and Communications prepared the group to share NMC stories at Chamber Annual Celebration that most present were attending later that evening. She shared an overview of the “Then and Now” theme and the design and elements of the NMC cabana.

Chair Doug Bishop concluded by stating his appreciation for all to take time out of their busy schedules to participate in this retreat that provided a great opportunity to combine board and staff in a topic-focused session allowing for in-depth discussions. Trustees all provided input pertaining to the valuable experience of the retreat discussions and relationship building.

ADJOURNMENT—The meeting adjourned at 12:05 p.m.

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

SIGNED________________________________________________________

Douglas S. Bishop, Chair

ATTESTED______________________________________________________

K. Ross Childs, Secretary