CALL TO ORDER—Chair Douglas Bishop called the regular meeting to order at 5:30 p.m.

ROLL CALL

Trustees present: Douglas S. Bishop, Chris M. Bott, Robert T. Brick, K. Ross Childs, Marilyn Gordon Dresser, Kennard R. Weaver

Trustees absent: Steven G. Rawlings

Also present: President Timothy J. Nelson, Ed Bailey, Marcus Bennett, Cathryn Claerhout, Betsy Coffia, Vicki Cook, Marguerite Cotto, Hollie DeWalt, Holly Gorton, Nancy Gray, Lori Hodek, Bronwyn Jones, Paul Martin, Todd Neibauer, Cari Noga, Susan Ogders, Paul Perry, Linda Racine, Ann Rogers, Teresa Scollon, Stephen Siciliano, Bonnie Spanier, Rebecca Teahen, Lisa Thomas, Dave Weaver

OATH OF OFFICE—The Oath of Office was recited by newly appointed trustee Chris M. Bott for a term expiring on December 31, 2016.

REVIEW OF AGENDA—The agenda was accepted as presented.

REPORTS

Program Focus—Alumni Program—Betsy Coffia, Director of Alumni Relations, provided an update and overview of the new Alumni Relations Program. She has made contact with several dedicated NMC alumni and shared that the program will focus on building a relationship with our learners.

Enrollment Report—Cathryn Claerhout, Director of Admissions, provided the enrollment report, noting that Admissions had begun their annual award night presentations with 19 high schools scheduled throughout the month. She noted that final 2015 summer enrollment numbers would be available following the June 18, 2015, Enrollment Report Day.

Financial Report—Vicki Cook, Vice President of Finance and Administration, provided the summary report for the General Fund as of April 30, 2015. She noted there were no major changes and that property taxes revenue was projected to be approximately $57,000 above budget.

Compensation/Classification Implementation Status Report—Marguerite Cotto, Vice President for Lifelong and Professional Learning, provided a current status report on the implementation of the classification and compensation plan. She noted that next month’s update would provide a cornerstone Staff Task Force report.

Presidential Performance and Compensation Committee Report—Ross Childs, Committee Chair, shared that the Presidential Performance and Compensation Committee had met and will continue with the existing president’s evaluation process this year with a target of the June Board meeting for the in-person evaluation to occur. He noted the Committee is looking into potential
options for next year. Trustees shared that they have received several requests for NMC’s model while attending national conferences.

**BBQ Board Report**—Marilyn Dresser, Board Representative, provided an update on the May 17, 2015, annual NMC BBQ. She thanked everyone who attended and volunteered, noting that it was a wonderful event and the weather was beautiful. Dresser indicated there were 7,654 meals served and financial figures would be reported at the June 22, 2015, Board meeting. She noted the next BBQ was scheduled for May 22, 2016.

**Foundation Report**—Doug Bishop, Board Representative, referred to the Foundation update provided in the Board meeting materials, highlighting the good progress toward the Annual Fund goal, representing 35% growth over last year at this time. Bishop also noted the 2015 Scholarship Open date of August 6, 2015; and the next Foundation Board meeting date of June 24, 2015.

**Legislative Issues Report**—President Timothy Nelson referenced the MCCCA report provided in Board meeting materials, and updated the Board on more recent legislative activity. He shared that the expectation is that some version of the House and Governor’s budgets, with a 1.4% increase in community college funding will prevail; and that is the assumption used in NMC’s budget. There is a hearing scheduled for SB 98 for the community college baccalaureate extension, which included the bachelor of nursing degree, and community colleges and hospitals are testifying in favor of the bill. President Nelson has sent a letter to the Higher Learning Commission with requests addressing concerns pertaining to new policies under consideration on faculty qualification guidelines that could negatively affect rural community colleges. The Michigan New Jobs Training Program is an ongoing issue, but the current plan is to focus exclusively on the minimum wage issue. President Nelson also shared that MCCCA is working on an agreement for Michigan with other states in order to deliver educational courses to their residents, i.e. online, and meet the federal licensing requirements. NMC will participate and President Nelson will keep the Board informed.

**UPDATES**

**Board Chair Update**—Chair Doug Bishop asked trustees to consider attending the ACCT conference in October, which is a great learning opportunity. Bishop also stated that the topic of EDUSTaff payroll services remains in the investigation stage, so is premature for the Board to discuss. He shared that it has been an open process allowing opportunity for employees to comment and there has been much mis-information based on emotion, whereas the Board is brought factual information. He noted that administration would be remiss if they did not bring forward opportunities for significant savings, and that there would be no change in the working relationships with NMC adjunct instructors or replacement of staff.

**President’s Update**—President Nelson recognized the great events that had occurred since the Board last met, which included the Honors and Commencement events and celebrations; and the BBQ which is a wonderful community event that most colleges do not have. He noted that the 2015 Fellows Dinner would be held on June 10 and that the next Board of Trustees meeting would be held on the Great Lakes Campus. Nelson also noted that the college administration is taking time with the EDUSTaff research, with no target date, to ensure accurate and factual information informs the decision.
DISCUSSION ITEMS

Budget—Vice President Vicki Cook reviewed changes made to the budget development considerations since the April budget update to the Board. Cook addressed questions of the Board and provided and overview of next steps leading up to the final budget that will be presented for approval at the June 22, 2015, Board meeting.

PUBLIC INPUT—There was public input offered by the following:
- Ann Rogers
- Bonnie Spanier
- Susan Odgers

CONSENT ITEMS—On a motion by Kennard Weaver, supported by Ross Childs, the following items were approved by a unanimous vote as a group without discussion:
- Minutes of the April 20, 2015, special meeting, regular meeting, and closed session

ACTION ITEMS

Board Policies—On a motion by Kennard Weaver, supported by Bob Brick, the Board adopted the following Board Policy Committee recommendations, as presented, on a second-reading basis:
- Amended Board Policy A-100.00 Board of Trustees Bylaws
- Amended Board Policy A-105.01 Gift Acceptance
- Amended Board Policy A-106.00 Items for Specific Board Approval
- Amended Board Policy A-106.01 Property Naming Opportunities
- Amended Board Policy A-106.02 Investment Policy
- Policy A-106.03 Policy Amendment and Additions with no changes after review
- Policy language to be added to the bottom of all NMC policies: “If any provisions(s) of this [policy/set of bylaws] conflicts with laws applicable to Northwestern Michigan College, including the Community College Act of 1966, the Freedom of Information Act, or the Open Meetings Act, as each may be amended from time to time, such laws shall control and supersede such provisions(s).”

Motion passed with a unanimous vote.

Notice of Truth in Taxation Hearing Notice—On a motion by Ross Childs, supported by Bob Brick, the Board adopted the Truth-in-Taxation First Resolution as presented. Motion passed with a unanimous vote.

Foundation Board Appointments—On a motion by Bob Brick, supported by Kennard Weaver, the Board approved the appointment of William Donberg and Craig LaFave to the NMC Foundation Board of Directors for three-year terms commencing May 18, 2015, and expiring December 31, 2017. Motion passed with a unanimous vote.

MCACA Grant Application—On a motion by Ross Childs, supported by Bob Brick, the Board authorized the Dennos Museum Center through its Executive Director to apply to the Michigan Council for Arts and Cultural Affairs for an operational support grant in the amount of up to $30,000
to provide funding for its activities that take place between October 1, 2015 and September 30, 2016, with the application due June 1, 2015. Motion passed with a unanimous vote.

**East Hall Residence Furniture**—On a motion by Ross Childs, supported by Bob Brick, the Board authorized administration to enter into a contractual agreement with Interphase Interiors in the amount of $376,142 for the purchase and installation of new furniture, and removal of current, in East Hall residence rooms, to be funded from the Residence Hall reserves. Motion passed with a unanimous vote.

**APL Project**—On a motion by Kennard Weaver, supported by Ross Childs, the Board authorized administration to enter into a contract with Traverse City Building Repair, Inc. in the amount of $53,256.27, plus a 10% contingency, for a total project budget of $58,500.00 for the construction of a new general purpose classroom in the Aero Park Laboratories building, to be funded from the Plant Fund. Motion passed with a unanimous vote.

**Ellucian Software for EES**—On a motion by Ross Childs, supported by Kennard Weaver, the Board authorized administration to purchase Ellucian Elevate (a Banner product) to provide online registration capacity for Extended Educational Services (EES) and additional non-credit services for a total request of $122,750 ($40,000 for set-up, $43,250 for first year limited registration service, and $39,500 for first year’s subscription). Funding will be through an allocation from the Plant Fund, with repayment to the fund beginning in FY17. Motion passed with a unanimous vote.

**Closed session**—Ross Childs made a motion, supported by Kennard Weaver, that the Board convene in closed session as permitted by Section 8(c) of the Open Meetings Act, MCL 15.268(c), to discuss strategy connected with the negotiation of a collective bargaining agreement between the College and the Michigan Education Association acting on behalf of NMC’s full-time and part-time appointed faculty. The motion passed with a roll call vote as follows: Yes: Chris Bott, Ross Childs, Kennard Weaver, Bob Brick, Marilyn Dresser, Doug Bishop; No: none; and the Board went into closed session.

**Reconvene Regular Meeting**—Ross Childs made a motion, supported by Kennard Weaver, to close the closed session and reconvene the open session. The motion passed with a unanimous vote and the regular open session reconvened at 8:00 p.m.

**Closed session**—Ross Childs made a motion, supported by Chris Bott, that the Board convene in closed session as permitted by Section 8(h) of the Open Meetings Act, MCL 15.268(h), to consider a privileged legal memo prepared by the college’s outside counsel, Miller Canfield, PLC, which is materials exempt from discussion or disclosure under state or federal statute as written attorney-client communications in connection with Section 13(1)(g) of Michigan’s Freedom of Information Act, MCL 15.243(1)(g). Motion passed with a roll call vote as follows: Yes: Bob Brick, Kennard Weaver, Chris Bott, Ross Childs, Marilyn Dresser, Doug Bishop; No: none; and the Board moved into closed session.

**Reconvene Regular Meeting**—Kennard Weaver made a motion, supported by Chris Bott, to close the closed session and reconvene the open session. The motion passed with a unanimous vote and the regular open session reconvened at 8:33 p.m.
ADJOURNMENT—The meeting adjourned at 8:34 p.m.

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

SIGNED

[Signature]

Douglas S. Bishop, Chair

ATTESTED

[Signature]

K. Ross Childs, Secretary