

**NORTHWESTERN MICHIGAN COLLEGE
BOARD OF TRUSTEES
MINUTES
Monday, August 24, 2020**

Virtual Zoom Webinar ID: 935 1577 4555

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, Rachel A. Johnson, Jane T. McNabb, Kennard R. Weaver

Trustees absent: K. Ross Childs, Michael Estes

Also present: President Nick Nissley, Patti Burgess, Vicki Cook, Marguerite Cotto, Diana Fairbanks, Joy Goodchild, Holly Gorton, Tony Jenkins, Troy Kierczynski, Periwinkle Kietzman, Mark Liebling, Kyle Morrison, Todd Neibauer, Denny Nguyen, Susan Odgers, Stephen Siciliano, Rebecca Teahen

REVIEW OF AGENDA—The agenda was accepted as presented.

REPORTS

Faculty Report—Intersection: interests, talents and education meet creating vs. doing for a living—Susan Odgers, Social Science Adjunct Faculty, presented an overview of the Social Sciences course of Human Sexuality. Odgers introduced Periwinkle Kietzman, a former student, and described a writing assignment based upon selecting a piece of art at the Dennon Museum Center. Peri spoke to the Board about her perspective on humanity and sexuality in society and why she feels discussions on sexuality are required for the betterment of society and how those conversations can start or be supported within colleges. The Board thanked Peri for her important and sensitive topic and asked for her speech in text form. Peri credited Susan for supporting her students to be able to talk about this topic with confidence.

COVID-19 Update—President Nick Nissley referred to the report included in the meeting materials. He discussed the beginning of the fall semester as 200 students moved into dorms the previous weekend. Nissley witnessed firsthand the move-in, and welcome weekend activities, and added he was very impressed with the well thought out, safe process and adherence by students and family members. He thanked faculty and staff who worked to ensure a safe reopening of fall semester. Campus is in stage 2 of NMC's reopening plan, which Nissley highlighted some specifics of, including the numbers and percentages of course formats. The college is developing a decision trigger plan and is posting communication updates to the NMC website.

Enrollment Report—Todd Neibauer, Vice President for Student Services and Technology, provided the enrollment update. Neibauer highlighted current enrollment numbers and welcome week activities. Spring enrollment work will begin soon with the registration date advanced by three weeks to October 1 to provide more time to process students as they enroll.

Financial Report—Vicki Cook, Vice President of Finance and Administration, reviewed the financial report for the period ending July 31, 2020. Our enrollment is looking better than projected,

but more accurate numbers will be reported following the drops and adds period. Cook reviewed various loss revenue that may need to be covered by reserves before yearend, which she will report back on in September.

Foundation Report—Rebecca Teahen, Associate Vice President for Resource Development and Executive Director of Foundation, provided the Foundation Report for FY21 goals. Teahen is optimistic coming into the homestretch of the campaign. She noted that 234 golfers and over 120 sponsors supported the Scholarship Open golf outing earlier that month, which was very successful in this year’s environment where they used safe distancing protocols.

PRMC Report—Diana Fairbanks, Executive Director of Public Relations, Marketing, and Communications stated July was typically a slower month for PR and Communications, but this year had much more activity related to COVID-19 communications. PRMC is working on updates to the COVID dashboard. Fairbanks shared that the Nexus was being mailed and expected to hit mailboxes that week, with many great stories.

Presidential Performance and Compensation Committee Report—Committee Chair Chris Bott provided a report on the work of the Board Presidential Performance and Compensation Committee. The evaluation format has been developed to evaluate Nick on three charges of the Board and has been included in the materials and action items later in the agenda. Bott reviewed the evaluation timeline and confirmed that the informal evaluation planned for June is now planned for October. A timeline is also being developed to prepare for strategic planning in 2021.

Building and Site Committee—Vice President for Finance and Administration Vicki Cook provided an update on the West Hall Innovation Center in the absence of Committee Chair Ross Childs. The building is completely open now that food service is in operation. Cook invited people to stop in and noted the rooms are mapped out for social distancing. A virtual ribbon cutting is planned for September 18. Security is located inside the west entrance of the building. The building is accessible 24/7, with security allowing student entry after 10:00 p.m. when the building is locked.

Legislative Issues Report—President Nick Nissley referenced the Legislative Update in the Board materials and called attention to three items. First, the FY21 state budget shortfall detail is unknown, until after that day’s revenue estimating conference. Second, there was speculation of Michigan Senate Majority Leader Shirkey pursuing a bill to allow community colleges to offer Bachelor of Science in Nursing degrees. Third, Nissley noted he participated in a meeting with Governor Whitmer and other Traverse City area entities to report out on the preparations of fall reopening plans and received accolades for the preparation done to date. Another check-in meeting with the governor’s office is planned for mid-September.

PUBLIC INPUT—There was no public input offered.

UPDATES

President’s Update—NMC’s Virtual August Opening Conference took place on August 17 with over 225 attendees. Nissley publicly thanked Chris Bott for his service and dedication to the college as he received a 5-year service award, which was included in the service award portion of the conference. As fall semester had begun, a majority of courses were being offered remotely, with

about 15% of courses meeting on campus with strict protocols. Nissley participated in many student welcome events over the past week. He offered congratulations to two NMC employees, Lindsey Dickinson and John Lutchko, who were recognized in the Traverse City Business News' 40 Under 40. Per changes to Federal Title IX regulations, NMC is revising processes and policies to comply with the new requirement to have a live hearing to resolve investigations. Lastly, a memorandum of understanding with Michigan Technological University for a collaboration on Great Lakes research is being developed; Nissley hopes to share more details next month. Chair Chris Bott requested any future Title IX trainings offered to college employees also be shared with trustees.

Board Chair Update—Chair Chris Bott addressed the issue of moving back to in-person meetings in the future. He referenced current Executive Orders from the Governor’s Office and state, indicating that while in-person meetings can be explored, the overall safety of campus and compliance to state and campus regulations must be considered in the decision. Trustees also discussed consideration of technology and staffing challenges, noting that virtual meetings were actually increasing public access. Vice President Vicki Cook will work with legal counsel to review options within compliance to current Executive Orders.

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 July 20, 2020, regular and closed meetings

ACTION ITEMS


Presidential Evaluation Process—A motion was made by Kennard Weaver, seconded by Doug Bishop, to approve the presidential evaluation process and format as recommended by the Presidential Performance and Compensation Committee. The motion passed with a unanimous vote.

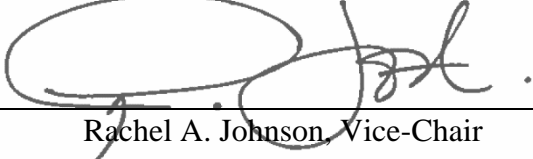
MDOT Cost Agreement—Janie McNabb made a motion, seconded by Rachel Johnson, authorizing administration to pay \$252 dollars or 25% of the annual cost of maintenance of the signal light at the NW corner of Barlow and Front Street to the Michigan Department of Transportation (MDOT) funded by the General Fund. 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 6:52 p.m.

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

SIGNED _____

 Chris M. Bott, Chair

ATTESTED _____

 Rachel A. Johnson, Vice-Chair