

**NORTHWESTERN MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
MINUTES  
Monday, December 21, 2020  
Virtual Zoom Webinar ID: 968 4304 6297**

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

**ROLL CALL**

**In compliance with PA 228 each trustee should publicly announce if they are attending remotely and provide their current physical location. The member's announcement must identify specifically the member's physical location by stating the county, city, township, or village and state from which he or she is attending the meeting remotely.**

Trustees present: Douglas S. Bishop, remotely from Peninsula Township, Grand Traverse County, Michigan; Chris M. Bott, remotely from City of Traverse City, Grand Traverse County, Michigan; K. Ross Childs, remotely from Peninsula Township, Grand Traverse County, Michigan; Rachel A. Johnson, remotely from Garfield Township, Grand Traverse County, Michigan; Jane T. McNabb, remotely from City of Traverse City, Grand Traverse County, Michigan; Kennard R. Weaver, remotely from Peninsula Township, Grand Traverse County, Michigan

Trustees absent: Michael Estes

Also present: President Nick Nissley, Jeffrey Cobb, Vicki Cook, Marguerite Cotto, Jerry Dobek, Diana Fairbanks, Joy Goodchild, Holly Gorton, Craig Hadley, Mark Liebling, Lynne Moritz, Kyle Morrison, Todd Neibauer, Denny Nguyen, Susan Odgers, Rebecca Teahen, Caroline Schafer-Hills, Stephen Siciliano, Ann Swaney, Ken Warner

**REVIEW OF AGENDA**—Board Chair Chris Bott amended the agenda to add action item Q.1. for temporary amendment of bylaws and change current action item Q to Q.2.

**REPORTS**

**Program Focus—Dennos Museum Center**—Craig Hadley, Executive Director and Chief Curator of the Dennos Museum Center, reviewed museum activities from the past year, including highlights from the first external review through the Museum Assessment Program (MAP), internship program, and collaboration with the NMC Police Academy. Hadley also reviewed the continuum of excellence process and timeline toward accreditation program for the Dennos Museum, along with reasons to pursue accreditation. Addressing questions of the Board, Hadley elaborated on the value and process of obtaining accreditation. The Board thanked Hadley for pursuing accreditation for the Museum and supported his initiatives with the Dennos.

**Faculty Report**—The Lesson of the Lark: A Collaborative Project—Jeff Cobb, Director of Music Programs, and Caroline Schafer-Hills, Visual Communications Program Director, reported on the recent collaborative virtual event with NMC music students and faculty, NMC Visual Communications Students, NMC Audio Tech students, NMC Chamber Singers, NMC Grand Traverse chorale, NMC Canticum Novum, and musicians from Northern Lower Michigan. Jeff

Cobb shared the rehearsal and coordination process to perform this event virtually with each performer in their own home/location. Caroline shared the participation of her Visual Communications students and the great experience for them, as well. An arrangement of excerpts of the performance was shared with the Board. The Board commended Jeff and Caroline, recommended taking the presentation to national ACCT conferences, and look forward to future collaborations!

**Enrollment Report**—Todd Neibauer, Vice President for Student Services and Technology, provided the enrollment report for Spring 2021 and noted almost 500 students are registered through Futures for Frontliners. There is a decrease in returning students enrolled for spring semester at this point in time. The new Reconnect program is expected to be announced by the state on February 1, 2021, which will be another free in-district tuition program for adult learners to complete a college degree.

**Financial Report**—Vicki Cook, Vice President of Finance and Administration, reviewed highlights from the financial report for the period ending November 30, 2020. Fall tuition revenue was greater than budgeted, but spring semester is anticipated to be a decline. Cook expects fall excess to cover spring decline. Overall expenses were under budget.

**Foundation Report**—Rebecca Teahen, Associate Vice President for Resource Development and Executive Director of Foundation, provided the Foundation Report. Thanks to 119 donors, \$26,760 was raised to support the greatest needs of students and the college. The Foundation office will be closed during the holiday break but staff will be responding to emails and voicemails during that time.

**PRMC Report**—Diana Fairbanks, Executive Director of Public Relations, Marketing, and Communications noted positive news stories from November, including coverage of Nick Roster's going gradeless work being picked up nationally by the Associated Press. The next issue of NEXUS is coming out in January with many great stories. In response to a question, Fairbanks noted several local journalists who are registered to attend NMC through the Futures for Frontliners program.

**Presidential Performance & Compensation Committee Report**—Committee Chair Chris Bott provided a report on the work of the Board Presidential Performance and Compensation Committee. The committee determined areas of focus for the president over the next year, which will be recommended to the full Board in January. Bott also mentioned the upcoming Strategic Planning process.

**Policy Committee Report**—Committee Chair Doug Bishop provided an update on the Board Policy Committee that recently met and reviewed and amended the Board of Trustees Video Recording of Meetings policy. The recommended amended policy is included for Board adoption in the action agenda of this meeting. Bishop also explained pending state legislation extending the ability to meet remotely contradicts current Board policy regarding virtual meeting participation. In the action items section, Bishop will offer a temporary amendment to the Bylaws to allow remote participation that can be permanently adopted at a later meeting.

**Legislative Issues Report**—President Nick Nissley highlighted three items from the legislative update included in the Board materials packet. First, last week ended the lame duck session in the state legislature. The House canceled a week of action due to COVID exposures, which ended opportunity for BSN legislation passage this year. Second, Senate Bill 1246 has been presented to Governor Whitmer to allow public boards to meet virtually through March 30, 2021. Meanwhile, Traverse City formally declared a State of Emergency at their meeting on December 8, allowing all public bodies of the city to continue to meet remotely through April 30, 2021. Third, Nissley explained Future for Frontliners and Project Reconnect provide tuition at in-district rates; therefore, out-of-district students pay the difference between the in-district rate and out-of-district rate. Community colleges are allowed to open and NMC will start spring semester on January 11 as planned. At the federal level, the Consortium of State Maritime Academies is seeking to have cadets be considered essential works in the context of eligibility for a COVID-10 vaccine.

**PUBLIC INPUT**—There was public input offered by Susan Odgers and Jerry Dobek.

## UPDATES

**President's Update**—President Nick Nissley provided an update on COVID campus exposures that have remained low due to the safety protocols followed by faculty, staff and students. 14 students and 4 employees have had positive cases with campus exposure. President Nissley thanked faculty and staff for role modeling safety protocols. Nissley hopes to keep case numbers low in spring semester when students return in January. Enrollment is down due to non-returning students due to COVID related impacts on learning. Nissley then provided a year in review, thanking the Board for their support during the past nine months of the pandemic. Lastly, Nissley reviewed the plan for upcoming strategic planning in 2021, which included the strategic planning architecture and key steps and timeline.

**Board Chair Update**—Chair Chris Bott thanked fellow trustees for their service at the Board and committee levels, specifically Bott thanked Janie McNabb and Ross Childs for their service with this being their last meeting as trustees. Bott also thanked faculty and staff for all they have done to pivot to remote learning and to staff supporting the Board's pivot to remote meetings.

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

- Minutes of the November 23, 2020, regular and closed meetings

## ACTION ITEMS

**Temporary Amendment of Bylaws**—Doug Bishop, made a motion, seconded by Kennard Weaver, for a temporary amendment to Paragraph 2, Quorum, of Board Policy A-100 Board of Trustees Process/Board of Trustees Bylaws to provide that Trustees may participate in meetings by telephone or other interactive media for any purpose, including voting, and that such participation shall count for constitution of a quorum, whenever the same is permitted and/or authorized by statute. This amendment will expire automatically at the next public meeting of the Board, unless the Board, by further resolution, shall formally adopt this amendment, in final form, or shall, by further resolution, continue the temporary amendment until the next public meeting of the Board under the same conditions. The motion passed with a unanimous vote.

**Board Policies**—On a motion by Rachel Johnson, seconded by Janie McNabb, the Board unanimously adopted the following Board Policy on a first-reading basis:

- Amended A-104.00 Video Record of Meetings

**Board Policies**—On a motion by Doug Bishop, seconded by Ross Childs, the Board unanimously adopted the following Board Policies on a second-reading basis:

- Amended Policy A-105.01 Gift Acceptance
- Policy A-106.02 Investment with no changes after review

**Resolutions of Appreciation**—On a motion by Rachel Johnson, seconded by Doug Bishop, the Board adopted resolutions of appreciation to K. Ross Childs and Jane T. McNabb in recognition of their dedicated service and significant contributions to the Northwestern Michigan College Board of Trustees. The motion passed with a unanimous vote.

**Foundation Board Appointments**—On a motion by Doug Bishop, seconded by Rachel Johnson, the Board approved the reappointment of Suzanne Allen, Chris Branson, Bruce Byl, Bill Donberg, Fran Gingras, Eleanor Lynn, Susan Sheldon, David Shooltz, Timothy Young, and Nancy Zimmer, as well as the appointment of Lorraine Beers to the NMC Foundation Board to terms of three fiscal years, commencing January 1, 2021, and expiring June 30, 2024; and new Honorary Foundation Board Members Diana and Jim Huckle for the term of life. The motion passed with a unanimous vote.

**Foundation Board By-Laws**—On a motion by Doug Bishop, seconded by Ross Childs, the Board approved amended NMC Foundation Bylaws 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 7:11p.m.

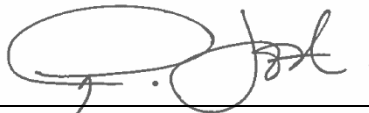
Recorded by Holly Gorton, Chief of Staff to the President and Board of Trustees.

SIGNED \_\_\_\_\_



Chris M. Bott, Chair

ATTESTED \_\_\_\_\_



Rachel A. Johnson, Vice-Chair