

**NORTHWESTERN MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
MINUTES  
Monday, June 28, 2021  
West Hall Innovation Center, Room 106/107**

**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, Laura J. Oblinger, Kenneth E. Warner, Kennard R. Weaver

Trustees absent: Michael Estes

Also present: President Nick Nissley, Holly Gorton, Lynne Moritz, Kyle Morrison, Timothy Nelson, Vicki Cook, Marguerite Cotto, Stephen Siciliano, Patti Burgess, Todd Neibauer, Mark Libeling, Mike Chrypinski, Troy Kierczynski, Tony Jenkins, Rebecca Teahen, Alex Bloye

**REVIEW OF AGENDA**—The agenda was accepted as presented.

**BUDGET HEARING**

The regular meeting was closed and the budget hearing opened at 5:32 p.m. on a motion by Rachel Johnson, seconded by Kennard, with the following roll call vote: Yes—Rachel Johnson, Laura Oblinger, Ken Warner, Doug Bishop, Kennard Weaver, Chris Bott; No—None.

**FY22 Budget Review**—Troy Kierczynski, Interim Vice President of Finance and Administration, reviewed the proposed budget for FY22 that included the proposed property tax millage rate of 2.09 mills for operating purposes. Kierczynski noted no changes were made to the budget since the budget presentation at the May 24, 2021, Board meeting.

**Public Comment**—There was no public input offered pertaining to the budget hearing.

**Budget Hearing Adjournment**—A motion was made by Laura Oblinger, seconded by Ken Warner, that the budget hearing be closed and the regular meeting reconvened. The motion passed with the following roll call vote: Yes—Kennard Weaver, Ken Warner, Doug Bishop, Laura Oblinger, Rachel Johnson, Chris Bott; No—None; and the regular meeting was reconvened at 5:36 p.m.

**REPORTS**

**Faculty Report**—There was no report due to the scheduled presenter being unavailable.

**Enrollment Report**—Todd Neibauer, Vice President for Student Services and Technology, provided the enrollment report. He shared that summer semester count day concluded with an increase of 9% in contact hours, and that current fall enrollment was showing a 3% increase over this time last year; however, contact hours are down, which reflect enrollment through Reconnect and Futures for Frontliners programs.

**Financial Report**—Troy Kierczynski, Interim Vice President of Finance and Administration, reviewed the financial report for the period ending May 31, 2021. He noted that tuition and fee revenues were down 9%, as compared to a 15% decrease that was budgeted.

**Foundation Report**—Rebecca Teahen, Associate Vice President for Resource Development and Executive Director of Foundation, provided a verbal update to the report included in the materials. A number of gifts were received as the closure of the campaign nears on June 30. Teahen announced the upcoming 40<sup>th</sup> Scholarship Open will be the final golf outing fund raising event.

**PRMC Report**—Diana Fairbanks, Executive Director of Public Relations, Marketing, and Communications, provided a written report included in the materials packet.

**Strategic Planning Report**—Stephen Siciliano, Vice President for Educational Services, provided an update on the strategic planning process. He thanked those who participated in the Future Summit on June 23 and explained how impact statements created during the summit will inform the upcoming scan team work. Scan teams will consist of 8-10 members to conduct research necessary for crafting the strategies and objectives.

**Executive Committee Report**—Committee Chair Chris Bott referred to the minutes of the most recent Board Executive Committee included in the provided Board meeting materials.

**Legislative Issues Report**—President Nick Nissley highlighted two items: the FY22 state budget process and capital outlay project funding. Current advocacy efforts included asking state legislators to maintain at least a 2% increase for community college budgets, support fully funding Michigan Reconnect and Frontliners programs, and to support capital project funding for projects like NMC's integrated student services hub.

**PUBLIC INPUT**—There was public input offered by Timothy J. Nelson.

## UPDATES

**President's Update**—President Nick Nissley shared updates on COVID-19, strategic planning, and the Great Lakes Culinary Institute (GLCI). Nissley thanked employees for their work to plan and support the first in-person regular board meeting since March 2020, and noted courses and programs returning to face-to-face activity such as College for Kids and Café Lobdell's. Pop-up vaccination clinics and other efforts are being planned to encourage student vaccination rates. Regarding strategic planning, Nissley noted great feedback has been received from process participants. Lastly, Nissley provided an update on GLCI as Director Les Eckert has led a reimagining process resulting in a three-year plan which seeks to increase enrollment, decrease costs, and reduce the program's deficit. GLCI Director Les Eckert and Associate Vice President for Resource Development and Executive Director of Foundation Rebecca Teahen will co-lead a subsequent team to reimagine Lobdell's.

**Board Chair Update**—Chair Chris Bott thanked Holly Gorton for her service to the board and college upon her retirement on June 30, 2021. Vice Chair Rachel Johnson reviewed the Resolution

of Appreciation, which Holly received concurrent with the annual employee recognition event in April. The Board of Trustees recognized Gorton's service and awarded staff emeritus status through that resolution.

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

- Minutes of the May 24, 2021, regular and closed meetings
- Minutes of the June 9, 2021, special meeting

### **ACTION ITEMS**

**Certification of Taxes**—On a motion by Doug Bishop, seconded by Rachel Johnson, the Board adopted the resolution to authorize the millage rate of 2.09 mills be levied for operation purposes for the FY22. The motion passed with a unanimous vote.

**Adoption of Budgets**—On a motion by Rachel Johnson, seconded by Ken Warner, the Board adopted budget resolutions and budgets based on the following tuition and fee rates for the FY22 as presented. The motion passed with a unanimous vote.

#### **General Tuition – 3% change**

Category	Current Rate Per Contact Hour	Proposed Rate	Change	Annual Impact*
In-District	\$ 109.00	\$ 112.00	\$3.00	\$72.00
Out of District	\$ 227.00	\$ 234.00	\$7.00	\$168.00
Out of State	\$ 296.00	\$ 305.00	\$9.00	\$216.00
International	\$ 334.00	\$ 344.00	\$10.00	\$240.00

\*Based on 24 contact hours in an academic year; excludes the impact of eliminating the flexible learning online (F.L.O.) fee, a \$20 per online contact hour fee. Eliminating the online fee will result in net savings for many students, depending on their online course load.

#### **Tier I – 3% change**

*Automotive, Audio Technology, Construction Technology, Dental Assistant, Nursing, Surgical Technology, and Surveying*

Category	Current Rate Per Contact Hour	Proposed Rate	Change	Annual Impact*
In-District	\$131.00	\$135.00	\$4.00	\$96.00
Out of District	\$261.00	\$269.00	\$8.00	\$192.00
Out of State	\$338.00	\$348.00	\$10.00	\$240.00
International	\$381.00	\$393.00	\$12.00	\$288.00

#### **Tier II – no change**

*Culinary*

Category	Current Rate Per Contact Hour	Proposed Rate	Change	Annual Impact*
In-District	\$156.00	\$156.00	\$0.00	\$0.00

Out of District	\$300.00	\$300.00	\$0.00	\$0.00
Out of State	\$400.00	\$400.00	\$0.00	\$0.00
International	\$452.00	\$452.00	\$0.00	\$0.00

**Tier III – 3% change**

*Maritime and 300+ Level Courses*

Category	Current Rate Per Contact Hour	Proposed Rate	Change	Annual Impact*
In-District	\$445.00	\$458.00	\$13.00	\$312.00
Out of District	\$445.00	\$458.00	\$13.00	\$312.00
Out of State	\$445.00	\$458.00	\$13.00	\$312.00
International	\$488.00	\$503.00	\$15.00	\$312.00

**Resolution of Appreciation for Comprehensive Campaign**—On a motion Kennard Weaver, seconded by Laura Oblinger, the Board adopted a resolution of appreciation to the NMC Foundation which has succeeded its goal for the Be What’s Possible Campaign for NMC. The motion passed with a unanimous vote.

**New Jobs Training Agreements**—On a motion by Doug Bishop, seconded by Kennard Weaver, the Board authorized administration to enter into training agreements under the Michigan New Job Training Program (MNJTP) for the following companies:

1. Britten, Inc. (amendment to existing agreement)
2. Cherry Republic (amendments to existing agreement)
3. RJG, Inc. (amendment to existing agreement)
4. Shoreline Power Services (amendment to existing agreement)
5. Strata Design (amendment to existing agreement)
6. Functional Dimensions LLC, dba Superior Physical Therapy (new agreement)

**Liquor License Addition**—On a motion by Rachel Johnson, seconded by Doug Bishop, the Board authorized administration to name Nick Nissley, President, and Dean Haselton, Beverage Manager, GLC Purchasing Coordinator, as authorized contacts related to the Northwestern Michigan College Liquor License. The motion passed with a unanimous vote.

**Parking Lot Repair**—Rachel Johnson made a motion, seconded by Kennard Weaver, to authorize administration to enter into a contract with Quality Seal Coating for repair, sealing and striping of nine (9) parking lots, in the amount of \$65,000, plus a 15% contingency equal to \$9,750. The motion passed with a unanimous vote.

**Tanis Building Stucco Repair**—On a motion by Doug Bishop, seconded by Rachel Johnson, the Board authorized administration to enter into a contract with Kent Company for Tanis Building EIFS (Stucco) Repair and Recoat in the amount of \$39,300, plus 15% contingency, for total authorization of \$45,195. The motion passed with a unanimous vote.

**Foundation Board Appointment**—On a motion by Laura Oblinger, seconded by Kennard Weaver, the Board approved the appointment of Chris Lamb to the NMC Foundation Board for a term of

three fiscal years, commencing July 1, 2021, and ending June 30, 2024. The motion passed with a unanimous vote.


**Aircraft Engine Purchase**—On a motion by Doug Bishop, seconded by Kennard Weaver, the Board authorized administration to purchase two replacement Lycoming engines for the multi-engine Piper Aztec N404CH aircraft (a/c) from Air Power, Inc. for the total purchase price of \$79,958. 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 6:28 p.m.

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

SIGNED   
Chris M. Bott, Chair

ATTESTED   
Kenneth E. Warner, Secretary