

**NORTHWESTERN MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
MINUTES  
Monday, October 24, 2022  
at Timothy J. Nelson Innovation Center  
Room 106/107**

**CALL TO ORDER**—Chair Rachel A. Johnson called the regular meeting to order at 5:30 p.m.

**ROLL CALL**

**Trustees present:** Rachel A. Johnson, Laura J. Oblinger, Kennard R. Weaver, Chris M. Bott, Douglas S. Bishop, Kenneth E. Warner, Andrew K. Robitshek

**Also present:** President Nick Nissley, Lynne Moritz, Diana Fairbanks, Craig Hadley, Troy Kierczynski, Mark Liebling, Lindsey Lipke, Kyle Morrison, Todd Neibauer, Stephen Siciliano, Marcus Bennett, Linda Berlin, Jim Weigand, Jeff Pohler, Vicki VanDenBerg, Glenn Wolff, Brandy Johnson

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

**STRATEGIC FOCUS:** Student Engagement and Success—Jason Slade, Vice President of Strategic Initiatives, and Todd Neibauer, Vice President for Student Services and Technologies, reviewed the five objectives under strategy two. Slade recognized the work of Public Relations, Marketing, and Communications (PRMC), supporting all of the strategies, but this one particularly. Included in the meeting packet is a PRMC update describing their work supporting the Student Engagement and Success Strategy among others. The slides were provided proactively in anticipation of questions related to the strategy and enrollment marketing and time will be allotted in the November regular meeting agenda to address questions thoroughly. Trustees requested metrics and benchmarks related to the work of PRMC.

**REPORTS AND PRESENTATIONS**

**Audit Presentation**—Vicki VanDenBerg and Jeff Pohler, of Plante Moran, PLLC, provided a summary of the audited financial statements, required communications, and the single audit report of federal programs. Audits are required for accreditation by the HLC and to receive federal grants and aid. A clean, unmodified opinion was issued for the college, the highest level of assurance. No material adjustments, no materials weaknesses or significant deficiencies were found. GASB standard, No. 87, regarding leases was implemented this year, with minimal impact. Upcoming accounting standard updates include GASB 96 and GASB 101. Federal programs were reviewed for the single audit, which included the National Maritime Heritage Grant Program and Higher Education Emergency Relief Fund (HEERF); testing is substantially completed with a few open items and level of review to be completed. Issuance of the single audit report to allow. Board Audit Committee Chair Kennard Weaver described the qualified audit opinion of the NMC Foundation.

**Faculty Report**—Glenn Wolff, Humanities Instructor, invited all to attend a collection of Stephen Ballance’s work on display in the Fine Arts hallway through the end of December.

**PUBLIC INPUT**—There was no public input offered.

## **UPDATES**

**President’s Update**—President Nick Nissley emphasized the importance of welcoming MCCA President Brandy Johnson to NMC earlier today. Nissley also commended GLMA for hosting the Board of Visitors and welcoming a group called Women Offshore. Amongst other updates, Nissley informed the Board that he has been invited to serve on the Munson Medical Center Community Healthcare Council.

**Board Chair Update**—Chair Rachel Johnson announced planning will begin for a Board retreat tentatively in February 2023 and thanked trustees for taking time to attend the ACCT Leadership Congress later this week. Johnson also recognized the work of GLMA and Superintendent Jerry Achenbach and thanked MCCA President Brandy Johnson for visiting NMC and her work representing community colleges across the state.

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

- Minutes of the September 26, 2022, regular meeting
- Enrollment Report
- Financial Report
- PRMC Report
- Foundation Report
- Scholarship and Financial Aid Report
- Audit Committee Report
- Policy Committee Report

## **ACTION ITEMS**

**Acceptance of NMC Audit**—On a motion by Kennard Weaver, seconded by Laura Oblinger, the Board accepted the financial audit of Northwestern Michigan College for the fiscal year ended June 30, 2022, as presented. The motion passed with a unanimous vote.

**FY24 Five Year Capital Outlay Plan**—Doug Bishop made a motion, seconded by Laura Oblinger, and the Board unanimously approved the FY 2024 Five-Year Capital Outlay Plan for submission to the Michigan Office of the State Budget as presented.

**Open Meetings Act Legislation**—There was discussion pertaining to the legislative memo included in the meeting materials, which references proposed legislation to the Michigan Open Meetings Act. As developments proceed, the Board would like to include the topic on an upcoming meeting agenda for discussion. No action was taken.

**Board Policies**—Chris Bott made a motion, seconded by Doug Bishop, and the Board unanimously adopted the following Board policies on a second-reading basis:

- Policy B-100.00 Board of Trustees Delegation to the President
- Policy B-101.00 President’s Role and Job Description
- Amended Policy C-104.00 Institutional Effectiveness Criteria

**Board Policies**—On a motion by Laura Oblinger, seconded by Doug Bishop, the Board unanimously adopted the following amended Board policies on a first-reading basis:

- B-102.00 Monitoring Presidential Performance
- B-103.00 Communication and Counsel to the Board
- D-100.00 Learning Outcomes
- D-200.00 Enrichment
- D-202.00 Public School Academies

**Discontinuation of Level 1 Certificate in Plumbing**—On a motion by Laura Oblinger, seconded by Doug Bishop, the Board unanimously approved discontinuation of the Level 1 Certificate in Plumbing.

**Milliken Auditorium Lighting**—Kennard Weaver made a motion, seconded by Laura Oblinger, to authorize administration to enter into a contract with CSD Lighting in the amount of \$317,283 to complete a full LED conversion of the Milliken Auditorium lighting system. There was discussion regarding recent improvements to other lighting in the Dennis Museum Center. The motion was unanimously approved.

**New Jobs Training Agreements**--Laura Oblinger made a motion, seconded by Andy Robitshek, and the Board unanimously authorized for administration to enter into training agreements under the Michigan New Jobs Training Program (MNJTP) for the following companies:

- Cherry Republic (two amendments)
- RJG (amendment)
- Shoreline Power (amendment)
- Tamarack Holdings (amendment)
- Adaptive Counseling (amendment)

**Closed Session**—Kennard Weaver made a motion, seconded by Doug Bishop that the Board adjourn the open session and consider in closed session (pursuant to Subsection 8(a) of the Open Meetings Act, MCL 15.268) the annual performance evaluation of the president, per his request for a closed session. The motion passed with the following roll call vote: Yes—Kennard Weaver, Ken Warner, Doug Bishop, Andy Robitshek, Laura Oblinger, Chris Bott, Rachel Johnson, No—none; and the Board went into closed session at 6:34 p.m.

**Reconvene Regular Session**—Doug Bishop made a motion, second by Laura Oblinger, to adjourn the closed session and reconvene the open session. The motion passed with the following roll call vote: Yes—Andy Robitshek, Doug Bishop, Chris Bott, Kennard Weaver, Ken

Warner, Laura Oblinger, Rachel Johnson; No–none; and the regular open session reconvened at 7:50 p.m.

**Presidential Performance Evaluation**—On a motion by Doug Bishop, seconded by Laura Oblinger, the Board unanimously accepted October 2022 Presidential Performance Evaluation. Board Chair Rachel Johnson made the following statement:

The NMC Board of Trustees recently completed an evaluation of President Nissley. This year the Board of Trustees contracted with the Association of Community College Trustees (ACCT) to coordinate its review process. The process included a core leadership competency evaluation, an evaluation of progress toward the strategic plan and ACCT-facilitated interviews with each trustee.

Overall, the board agreed President Nissley is meeting expectations. They pointed to several 2022 successes, including the successful negotiation of a collective bargaining agreement with the Michigan Education Association, the development of new maritime certifications in the Great Lakes Culinary Institute, and the oversight of the first year of the new strategic plan, NMC Next. The Board of Trustees also complimented President Nissley’s leadership skills in improving morale at the College, specifically with the faculty, and serving as an advocate for NMC in the community and in government affairs.


Moving forward, the Board of Trustees recommended that President Nissley address challenges more proactively, enhance engagement with the board and in board meetings, oversee a comprehensive facilities utilization and master plan, and take a more active role in the operational management of the College, and work closely with the NMC Foundation as it works to align its new strategic plan with the strategic priorities of the College

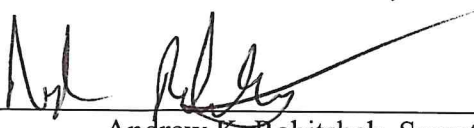
The Presidential Performance and Compensation Committee will be meeting in the coming months to solidify 2023 goals and make recommendations for the 2023 presidential review process.

**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 7:53 p.m.

Recorded by Lynne Moritz, Executive Director of the President’s Office and Board Operations.

SIGNED   
Rachel A. Johnson, Chair

ATTESTED   
Andrew K. Robitshek, Secretary