

DELTA COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Delta College Main Campus
Tuesday, May 12, 2015
7:00 p.m.

- BOARD PRESENT** R. Emrich, K. Lawrence-Webster, D. Middleton, M. Morrissey, M. Nash, E. Selby, E. Wacksman
- BOARD ABSENT** K. Houston-Philpot, M. Rowley
- OTHERS PRESENT** J. Goodnow, A. Anderson, J. Bamberg, L. Brown, T. Brown, J. Carroll, P. Clark, E. Crane, R. Curry, M. Finelli, M. Finney, A. French, M. Gmeiner, L. Govitz, T. Harris, M. Hernandez-Alaniz, F. Hoffman, G. Hubner, D. Lutz, M. Moore, M. Mosqueda, D. Peruski, G. Przygocki, L. Ramseyer, S. Schultz, L. Ullrich, A. Ursuy, B. Webb, S. Whitney, J. Yerzak
- PRESS PRESENT** M. Brown (Delta Collegiate), J. Hall (WSGW), K. Skrzypczak (Delta Collegiate)
- CALL TO ORDER** Board Vice Chair, M. Nash, called the meeting to order at 7:19 p.m.
- APPROVAL OF AGENDA** Board Vice Chair Nash called for approval of the agenda. R. Emrich made a motion to approve the agenda with support from D. Middleton. Motion passed unanimously.
- PUBLIC COMMENTS** Board Vice Chair Nash called for public comments.
- TREASURER'S REPORT** D. Lutz said that she has reviewed the financial statements for the month ended April 2015. With two months remaining in the 2014-15 fiscal year, the College is in good cash position and is trending very nicely with the budget. She said that at this time she doesn't have any new variances to report.

5-Year Simple Forecast

D. Lutz presented a 5-year simple forecast. She said that this is intended to be a planning tool. It begins with one year of actual budget information, continues with a preliminary look at next year, and then forecasts 4 additional years. This forecast provides information through FY2019-20.

Assumptions in this forecast include:

- Stabilized enrollment
- Minor tuition increases
- Flat property taxes
- Conservation increases in State Aid and,
- For purposes of the model, only minor changes in expenses.

Fund Balance Review

D. Lutz said that it is the recommendation of her and President Goodnow that the College fund balance remain at 10%.

D. Lutz presented a history of the fund balance at the College from 2004-05 through 2013-14. She noted that the College holds additional fund balances.

She said that if the Board wants to adjust the fund balance, action would need to be taken when the Board is asked to act on the Budget in June.

D. Lutz asked for questions or comments from the Board.

CONSENT AGENDA

R. Emrich made a motion to approve the consent agenda with support from D. Middleton. The consent agenda passed unanimously resulting in:

A. Acceptance of Minutes:

- Board Dinner Meeting, April 14, 2015
- Board Regular Meeting, April 14, 2015
- Board Special Meeting, April 29, 2015

B. Approval of Ricoh Production Copy Equipment Purchase (BA5092)

C. Approval of a Content Management System Purchase (BA5093)

**BOARD ACTION
(BA5094)**

It is the recommendation of the Administration that the Board of Trustees approve the new Associate in Applied Science Degree, Certificate of Achievement in Mechatronics, and Skilled Trades - Certificate of Achievement in Mechatronics effective fall semester 2015.

R. E. Selby made the motion and E. Wacksman seconded the motion. Motion passed unanimously.

**BOARD ACTION
(BA5095)**

It is the recommendation of the administration that the Board of Trustees approve the FY 2015-16 Tuition & Fee Schedule as presented.

R. Emrich made the motion and R. E. Selby seconded the motion. Motion passed unanimously.

**BOARD ACTION
(BA5096)**

It is the recommendation of the Administration that the Board of Trustees approve the award of a design build agreement to Farber Specialty Vehicles of Reynoldsberg, OH, for the STEM Explorer Vehicle in an amount not to exceed \$505,000.

R. Emrich made the motion and E. Wacksman seconded the motion. Motion passed unanimously.

**STUDENT SUCCESS
PRESENTATION –
COLLEGIATE
STUDENT AWARDS**

C. McMorris, English Faculty Member and Collegiate Advisor, introduced Kaitlyn Skrzypczak and Matt Brown who are students working on the Delta College Collegiate.

Matt said that this year, the Collegiate earned 27 awards from the Michigan Community College Press Association. The awards were presented on April 18, 2015.

Kaitlyn and Matt gave an overview of the Collegiate. They highlighted changes that they have made to the layout, font, and the work that they have done to the website. They encouraged the Trustees to visit the Collegiate website at <http://deltacollegiate.altervista.org/>.

SUMMER CAMPS

Jennifer Carroll, Director of Delta College Corporate Services, gave an overview of the Summer Camps Program that is coordinated by Lifelong Learning. This year's summer camps will run from June 22 – August 13.

She asked the Trustees to help get the word out and share information on the camps with members of the community.

More information on the Delta College Summer Camps program can be found at: <http://www.delta.edu/lifelonglearningcontent/summer-camps.aspx>.

PRESIDENT'S REPORT

Enrollment Report

The Spring Semester began yesterday with 4,394 students registered (380FT, 4014PT).

Fall Registration began April 20. As of today, 5,583 students are registered (2200FT, 3383PT).

Personnel Report

A complete report of hires, promotions, and separations for the month of April can be found in Board packets this evening.

Information Sharing

- Dr. Goodnow announced that Delta College was ranked 8th in the 2014-15 Digital Community Colleges Survey presented by the Center for Digital Education. We also received this award last year. The top-ten winning colleges reflect a comprehensive implementation of technology supporting the educational institution's operations, as well as serving students, faculty and administrators. Martin Finney, our Senate President received the award in April at the AACC Convention in San Antonio, TX.
- Congratulations to the students and faculty in our Dental Hygiene and Surgical Technology programs. Dr. Goodnow reported that 100% of our surgical technology graduates passed the National Certification for Surgical Technologists Board Exam and 100% of the 2015 dental hygiene graduates passed the eight hour national board exam on the first attempt.
- Check out this month's Fantastic Faculty which has been uploaded to BoardBook. This month's issue highlights the contributions that members of our faculty make to national, regional, and state professional organizations and community organizations.

- Thank you to the Trustees who were able to attend yesterday’s Legislative Luncheon. Thanks to Pam Clark and her staff for doing a great job in planning the luncheon.
- Included in Trustee folders this evening:
 - The *Wild Field Poetry* pamphlet containing poems written by our English students.
 - “Explore Your Potential” – a new marketing brochure created for the Summer Camps Program.
 - The catalog for our 2015 “Summer Camp” programs.

President Goodnow asked Trustee Wacksman to provide the Board with an overview of the AQIP Strategy Forum.

E. Wacksman said that she was part of the team that attended the AQIP Strategy Forum in St. Charles, Illinois, April 21 – 24, 2015. She handed out a summary of the Forum and noted that an action project was developed as a part of the Forum. The action project will be to develop a data dictionary on campus. She said it was a good experience and the College was well represented by a team comprised of:

- Reva Curry, Vice President of Instruction and Learning Services
- Jean Goodnow, President
- Margaret Mosqueda, Vice President of Student and Educational Services
- Dave Peruski, Dean of Teaching and Learning
- Scanlon Romer, Professor of Economics
- Andrea Ursuy, Assistant to the President and Director of Institutional Effectiveness
- Dee Dee Wacksman, Trustee
- Michael Wood, Director of Institutional Research

CLOSED SESSION TO DISCUSS FACULTY SALARY NEGOTIATIONS

R. Emrich made a motion to go into closed session for the purpose of discussing faculty salary negotiations. R. E. Selby seconded the motion.

The results of the roll call vote to go into closed session are as follows:

- R. Emrich - Yes
- K. Lawrence-Webster - Yes
- D. Middleton - Yes
- M. Morrissey - Yes
- M. Nash - Yes
- E. Selby - Yes
- E. Wacksman - Yes

The Board went into closed session for the purpose of discussing faculty salary negotiations at 8:48 p.m.

The closed session ended at 9:13 p.m. Open session resumed at 9:14 p.m.

**APPROVAL OF
FACULTY SALARY
AGREEMENT
(BA5097)**

It is the recommendation of the Administration that the Board of Trustees approve the Faculty Salary Agreement for the three fiscal years ending 2016-18 which was ratified by faculty on April 20, 2015, and includes salary schedule increases to base only of 1.0%, 1.5% and 1.9% respectively, an increase in medical insurance contribution to 20%, benefit design changes including local pharmacy and mail order prescription drugs Rx 90, 2X co-pay (90 day supply for 2 co-pays), a \$250/\$500 deductible (beginning January 1, 2016 this becomes a first dollar deductible) and an optional flexible spending card program beginning January 1, 2016. The Professional Development Allowance (PDA) increased by \$5.00 to \$1,000 annually for each year of the agreement. The eLearning incentive was eliminated.

R. E. Selby made a motion to approve the faculty salary agreement as presented. R. Emrich seconded the motion.

The results of the roll call vote to approve the faculty salary agreement are as follows:

R. Emrich - Yes
K. Lawrence-Webster - Yes
D. Middleton - Yes
M. Morrissey - Yes
M. Nash - Yes
E. Selby - Yes
E. Wacksman - Yes

**TRUSTEE
COMMENTS**

E. Wacksman said that commencement was excellent. D. Middleton agreed.

CHAIR COMMENTS

Vice Chair Nash thanked everyone for a good meeting.

ADJOURNMENT

There being no further business, Board Vice Chair Nash adjourned the meeting at 9:17 p.m.

Andrea Ursuy, Board Secretary