

# DRAFT

**DELTA COLLEGE  
BOARD OF TRUSTEES REGULAR MEETING  
Delta College Main Campus  
Board Room  
Tuesday, June 12, 2018  
7:00 p.m.**

<b>BOARD PRESENT</b>	M. Benecke, A. Buckley, R. Emrich, K. Lawrence-Webster, D. Middleton, M. Morrissey, M. Nash, M. Rowley
<b>BOARD ABSENT</b>	R.E. Selby
<b>OTHERS PRESENT</b>	D. Baskind, R. Battinkoff, T. Boudrot, N. Bovid, M. Brown, T. Brown, J. Carroll, P. Clark, E. Clement, A. Cramer, R. Curry, C. Curtis, S. DuFresne, L. Dull, D. Fairchild, J. Goodnow, L. Govitz, B. Handley-Miller, T. Heinz, A. Howell, S. Jensen, J. Kendziorski, P. Larkowski, S. Lewless, R. Martin, C. McMath, J. Miller, M. Moore, M. Mosqueda, J. Mulders, T. Nadolski, K. Nitz, E. O'Donnell, G. Przygocki, D. Redman, C. Reszke, D. Roebuck, R. Schlaack, K. Schuler, L. Smith, K. Syring, G. Teter, D. Traverse, A. Ursuy, B. Webb, L. Ziolkowski
<b>PRESS PRESENT</b>	J. Hall (WSGW)
<b>CALL TO ORDER</b>	Board Chair Emrich called the meeting to order at 7:20 p.m.
<b>APPROVAL OF AGENDA</b>	Board Chair Emrich called for approval of the agenda. M. Benecke asked to amend the agenda to include a discussion of the Dinner Meeting presentations immediately following the Treasurer's Report. M. Rowley made the motion to approve the amended agenda. D. Middleton seconded the motion. Motion to approve the amended agenda passed unanimously.
<b>PUBLIC COMMENT</b>	<p>Board Chair Emrich called for public comment.</p> <p>Ralph Martin, Fire Marshall for the City of Saginaw, said that he was at the meeting to pay tribute to his special friend, R. Earl Selby. He said that he heard that this would be Earl's last meeting as a Delta College Trustee. He said that Earl is a great man who has done a wonderful job as a leader in the community, in his church, and at Delta College. He will be missed by the City of Saginaw.</p> <p>Cindy Reszke, FEC Co-Chair, and Tom Boudrot, President of the AAUP, made a joint statement to the Board regarding the recent decision to move to the Associate Dean Model. They stated that the way the decision was made and presented erodes shared governance. They said that they want to work together for the good of the College and that collaborative decision-making must be part of that practice. They asked the Board to not endorse the decision at this time because the faculty want to participate.</p> <p>Dr. David Baskind, Professor of Psychology and Saginaw County Resident said that he has concerns with how the decision to implement the Associate Dean Model was made. He said that he is concerned to be going outside of the framework that is part of the College's shared governance process. He thanked the Board for allowing him to provide comments.</p>

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M. Rowley thanked the speakers for taking the time to make public comment this evening. R. Emrich echoed M. Rowley's remarks.

### **TREASURER'S REPORT**

S. DuFresne said that the Board has received the College's financial statements for the month ended May 31, 2018. S. DuFresne said that she has reviewed the statements and expenditures has a variance to report in general fund revenue. State appropriations will exceed our budget due to recording the personal property tax dollars received. The College will finish the year in a positive case position. At this time there are no other variances to report.

### **DISCUSSION OF DINNER MEETING PRESENTATION ON "GO-FORWARD OPERATING MODEL"**

M. Benecke said that she would like to express her appreciation to the Administration for responding quickly to the direction provided by the Board of Trustees at the May Board Meeting. She encouraged the College to focus on investment for retention and to work on innovation.

There were several questions from K. Lawrence-Webster. She asked (regarding the Associate Dean Model) if the Chairs have been asked to do something that they haven't done. K. Lawrence-Webster asked for clarification on the program review process. She also stated that she thinks the Administration should be bringing back monthly updates on this model.

M. Morrissey said that she feels that some of the discontent with the decision on the Associate Dean Model has to do with the fact that the faculty would have liked to have input sooner and not have it announced with no opportunity for input.

J. Goodnow said that this model has been brought up and discussed. R. Curry said that there has been deliberate effort to encourage internal applications for the associate deans including the fact that faculty will be allowed to retain their rank and tenure status, and, if a position opens, would be allowed to go back to the faculty.

M. Nash said that this is really a change management issue and that collaboration is key.

M. Rowley said that he does not intend to micromanage the Administration and is supportive of the decision made by the President.

D. Middleton said that she appreciates that the Administration was responsive and timely in bringing forward the information that was requested by the Board in May. She added that the Board did hear the faculty comments this evening and thanked those in attendance for their input.

### **CONSENT AGENDA**

R. Emrich called for approval of the consent agenda. M. Rowley made a motion to approve the consent agenda with support from M. Nash. The motion passed unanimously resulting in:

#### **A. Acceptance of Minutes:**

1. Board Special Meeting, Evaluation and Compensation Committee, May 8, 2018
2. Board Dinner Meeting, May 8, 2018
3. Board Regular Meeting, May 8, 2018

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### **BOARD ACTION 2018-2019 Budget and Tax Levy Resolution (BA5227)**

It is the recommendation of the administration that the Board of Trustees approve the 2018-2019 Budget and Tax Levy Resolution.

WHEREAS, the Board of Trustees has carefully examined the financial circumstances of the College District for the 2018-2019 fiscal year, including the following:

- (a) Estimated General Fund expenditures - \$68,983,547
- (b) Estimated General Fund revenues from state appropriation - \$16,700,734
- (c) Estimated General Fund from other revenue sources exclusive of local and State taxation - \$29,788,329
- (d) Estimated revenues from local taxation – Operational - \$22,529,203

A total levy of 2.0427 mills, consisting of 1.5563 charter mills, and .4864 extra voted mills on the taxable value of all taxable property within the district necessary for the sound management and operation of the College District for such fiscal year; and

WHEREAS, the Board of Trustees has complete authority to direct a 2018 tax levy of 2.0427 mills for operating purposes for fiscal year 2018-2019 from within its authorized millage rate in order to raise approximately \$22,529,203 by taxation;

NOW, THEREFORE, BE IT RESOLVED THAT:

For the year 2018, the sum of \$22,529,203 be raised by taxation which shall require a total millage rate of 2.0427 mills to be levied against the taxable value of all taxable property located within the College District for community college purposes, that appropriate notification of such tax levy be sent to all taxing authorities within the College District with instructions that the taxes so collected should be turned over to the College Treasurer as required by law and

FURTHERMORE, THAT:

The 2018-2019 operating budget be adopted for the entire College in the amount of \$115,811,282 which includes the General Fund budget of \$68,983,547 as contained in the attached budget document.

BE IT FURTHER RESOLVED that the administration be authorized to effect modifications and additions to the budgets where such modifications and/or additions are in keeping with sound business and fiscal practices.

DELTA COLLEGE BOARD OF TRUSTEES

BY: Andrea L. Ursuy Secretary, Board of Trustees

M. Nash made a motion to approve the resolution. M. Morrissey seconded the motion.

Motion passed unanimously.

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### **BOARD ACTION Approval of the 2019- 2021 AFSCME Local 845 Facilities Management Contract (BA5228)**

It is the recommendation of the administration that the Board of Trustees approve the AFSCME AFL-CIO Local Union 845 Council 25 Facilities Management labor contract for the fiscal years 2018-2021 which includes a 2% wage increase in year one (2018-2019 FY), 2.2% wage increase in year two (2019-2020 FY) and a 2.3% wage increase in year three (2020-2021 FY). Other changes include medical benefit plan design changes, the addition of the optional high deductible health plan, and modified shift premiums. The new contract also includes other minor language changes to Union revocation notice method, school closing issues, sick leave, and vacation accrual and usage.

M. Rowley made a motion to approve the recommendation. D. Middleton seconded the motion.

Motion passed unanimously.

### **BOARD ACTION Approval of the 2018-19 AFSCME AFL-CIO Local Union No. 845 Council 25 Food Services Economic Re-Opener (BA5229)**

It is the recommendation of the administration that the Board of Trustees approve the AFSCME Local Union No. 845 Food Services Agreement Economic Re-Opener for 2018-2019 which includes semi-annual wage increases in 2018-19 for part-time Kitchen Worker I, Kitchen Worker IIA, Kitchen Worker IIB and Kitchen Worker III classifications on July 1, 2018 (\$0.10-\$0.15 per hour) and January 1, 2019 (\$0.10-\$0.11 per hour) to reflect state minimum wage law. The full-time Kitchen Worker IV classification will receive a 2% increase on July 1, 2018. Other changes include benefit design changes to the College's medical insurance options including emergency room co-pay increased to \$250, introduction of a 5-tier prescription plan and the new, optional High Deductible Health Insurance (HSA) plan.

M. Nash made a motion to approve the recommendation. M. Benecke seconded the motion.

Motion passed unanimously.

### **BOARD ACTION Administrative/ Professional, Support, and Corporate Services Compensation Recommendation FY2018-2019 (BA5230)**

It is the recommendation of the administration that the Board of Trustees approve for fiscal year 2018-2019, an increase of 2.0% in the Administrative/Professional, Support Staff, and Corporate Services non-grant funded and non-contract wage and salary schedule to be granted to individual staff in accordance with the performance management system calculation of annual increases and with the contribution to medical insurance premium remaining at 20%.

M. Rowley made a motion to approve the recommendation. M. Benecke seconded the motion.

Motion passed unanimously.

### **BOARD ACTION President's Compensation 2018-19 (BA5231)**

M. Nash said that the Delta College Board of Trustee's annual review of Dr. Goodnow was favorable for the 2017-2018 school year. Dr. Goodnow made measurable progress on the college's goals this year. Specifically, the progress on the centers, continuing to advance diversity and inclusion, fundraising, dual enrollment and transfer agreements (2+2) was notable. The board recognizes the president's 13 years of focusing on successful student outcomes and furthering Delta's long-standing position as one of America's leading community colleges.

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As a result, the Compensation Committee is recommending a 3% raise to the President's base pay and an additional \$10,000 contribution to the President's annuity.

M. Morrissey seconded the motion.

Motion passed unanimously.

**BOARD ACTION**  
**Amatrol Mechatronics**  
**Learning System**  
**(BA5232)**

It is the recommendation of the administration that the Board of Trustees approve the purchase of the Amatrol Mechatronics Learning System including software, workstation components, integration, testing and a one-year parts warranty from Applied Technology Systems for use in the Mechatronics Technology programs in the amount of \$147,214.

M. Benecke made a motion to approve the recommendation. A. Buckley seconded the motion.

Motion passed unanimously.

**BOARD ACTION**  
**Approval of Revisions to**  
**Senate Policy 3.060 -**  
**Division and Faculty**  
**Initiated Formative**  
**Evaluations of Full Time**  
**Faculty (BA5233)**

It is the recommendation of the administration that the Board of Trustees approve the revisions to Senate Policy 3.060 - Division and Faculty Initiated Formative Evaluations of Full Time Faculty.

M. Rowley made a motion to approve the recommendation. M. Morrissey seconded the motion.

Motion passed unanimously.

**BOARD ACTION**  
**Approval of Revisions to**  
**Senate Policy 9.020 -**  
**Senate Standing**  
**Committees**  
**(BA5234)**

It is the recommendation of the administration that the Board of Trustees approve the revisions to Senate Policy 9.020 - Senate Standing Committees.

M. Nash made a motion to approve the recommendation. M. Benecke seconded the motion.

Motion passed unanimously.

**BOARD ACTION**  
**Approval of New**  
**Certificate in Medical**  
**Office Professions -**  
**Medical Scribe -**  
**Advanced Certificate**  
**(BA5235)**

It is the recommendation of the administration that the Board of Trustees approve a new certificate in Medical Office Professions – Medical Scribe – Advanced Certificate effective Fall semester 2018. This is proposed by the Business and Technology Division.

M. Rowley made a motion to approve the recommendations for new programs as a group (Medical Office Professions, Virtual Assistant, Journalism and Integrated Media, and Digital Forensics). M. Benecke seconded the motion.

Motion passed unanimously.

**BOARD ACTION**  
**Approval of New**  
**Certificate in Office**  
**Professions - Virtual**

It is the recommendation of the administration that the Board of Trustees approve a new certificate in Office Professions – Virtual Assistant – Advanced Certificate effective Fall semester 2018.

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### **Assistant - Advanced Certificate (BA5236)**

M. Rowley made a motion to approve the recommendations for new programs as a group (Medical Office Professions, Virtual Assistant, Journalism and Integrated Media, and Digital Forensics). M. Benecke seconded the motion.

Motion passed unanimously.

### **BOARD ACTION Approve of New Degree in Journalism and Integrated Media - Associate in Applied Arts Degree (BA5237)**

It is the recommendation of the administration that the Board of Trustees approve a new degree in Journalism and Integrated Media – Associate in Applied Arts degree, effective Fall semester 2018.

M. Rowley made a motion to approve the recommendations for new programs as a group (Medical Office Professions, Virtual Assistant, Journalism and Integrated Media, and Digital Forensics). M. Benecke seconded the motion.

Motion passed unanimously.

### **BOARD ACTION Approval of New Degree in Digital Forensics - Associate in Applied Science Degree (BA5238)**

It is the recommendation of the administration that the Board of Trustees approve a new degree in Digital Forensics – Associate in Applied Science degree effective Fall semester 2018.

M. Rowley made a motion to approve the recommendations for new programs as a group (Medical Office Professions, Virtual Assistant, Journalism and Integrated Media, and Digital Forensics). M. Benecke seconded the motion.

Motion passed unanimously.

### **BOARD ACTION Program Eliminations (BA5239)**

It is the recommendation of the administration that the Board of Trustees eliminate the following programs: Chemical Tech- Laboratory Science- Advanced Certificate; Chemical Tech- Pre-Medical Lab Science-Advanced Certificate; Electrical Utility Substation Worker- Associate of Applied Science; Electrical Utility Worker- Associate of Applied Science; Fire Science Technology- Emergency Medical Services; Fire Science Technology- Fire Fighter Tech; Fire Science Technology- Leadership and Training; Quality Assurance; and Quality Management.

M. Rowley made a motion to approve the recommendation. D. Middleton seconded the motion. Motion passed unanimously.

### **BOARD ACTION Approval of Location Change for August 2018 Board Meeting (BA5240)**

It is the recommendation of the administration that the Board of Trustees approve moving the August 2018 Regular Board Meeting to the Midland Center.

M. Rowley made a motion to approve the recommendation. D. Middleton seconded the motion. Motion passed unanimously.

### **PRESIDENT'S ANNOUNCEMENTS**

#### **Enrollment Report**

The spring semester began on Monday, May 7. As of today, 3,651 students are enrolled. (3,440 part-time, 211 full-time). We projected 16,886 credit hours for the spring semester and as of today, we are at 100.17% (16,915.0 credit hours) of projection.

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Registration has begun for the Fall 2018 Semester. To-date, 5,461 students have registered (3,550 part-time, 1,911 full-time).

### **Personnel Report**

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

### **Information Sharing**

- I would like to thank the Board for the opportunity to present the “Go-Forward Operating Model” for the future at the Dinner Meeting tonight. We will continue to update the Board with our progress on a monthly basis.
- I am pleased to provide an update on the construction of the new Saginaw Center:
  - Soil stabilization was completed last week.
  - Excavations for the foundations and footings have been started.
  - Masonry for the stair towers will start in a couple of weeks.
  - Structural steel is being fabricated and installation is scheduled to begin in mid-July.
- Regarding construction jobs, I e-mailed a link to all of you to a *Saginaw News* article announcing the Construction Career Awareness Event taking place tomorrow at Michigan Works to fill more than 150 jobs in the Great Lakes Bay Region. This is a collaboration between Michigan Works, Spence Brothers, and Delta College.
- In your folders this evening, you will find:
  - A copy of a letter received from Rahmaan Kelley from Charles and Rose Kelly Open Arms thanking Delta College for our partnership and supporting the treatment home. Specifically, Rahmaan recognizes John Neal, Admissions Advisor-Adult Recruiter, and Shelly Raube, Athletic Director, for inviting their boys to a basketball game in February. Rahmaan is also a former Delta student.
  - A note from Trevor Keyes thanking Delta College for our continued investment and strong partnership in Bay County.
  - A note from the Sexual Assault Center of Child & Family Services thanking our staff for collecting donations on Wednesday, April 25, for Denim Day 2018.
  - A copy of an article, “*The Millennial Force*,” included in the June 2018 issue of *Great Lakes Bay Business* featuring Ilesha Copeland, who works in Corporate Services as a Client Intake Consultant in the Small Business Development Center.
  - Information for the MCCA Summer Conference that will take place July 24 – 27, 2018, in Traverse City. Please return the RSVP form to our office no later than Wednesday, June 27. If you have questions, please contact Kay Schuler.
  - Board of Trustees Planning Calendar
- Again please be reminded that the July Board Meeting is canceled.

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### **Saginaw Trustee Vacancy R. Earl Selby Resignation & Vacancy Process**

Board Chair Emrich announced that the Board has received word that R. Earl Selby is retiring from the Board effective June 22, 2018.

The Board Bylaws (Article II, Section 5.) indicate that “whenever a vacancy in the Board occurs, the remaining members of the Board by majority vote shall fill the vacancy with a qualified elector of the Delta College district no later than 30 days after the date the vacancy occurs. Any person so appointed shall serve until a successor is elected and qualified.”

The Board Operating Parameters (VIII. Guidelines for Board Committees) specify that the Vacancy Committee shall be comprised of 4 Trustees – 2 Trustees from the county in which the vacancy occurs and 1 Trustee from each remaining county.

Dr. Emrich appointed the following Trustees to the Vacancy Committee.

1. Dr. Emrich (Saginaw)
2. Karen Lawrence-Webster (Saginaw)
3. Diane Middleton (Bay)
4. Mike Nash (Midland)

He noted that a press release will be sent out to announce the vacancy tomorrow. The position will be posted in the local newspapers and on the College website. The College will also be asking Broadcasting to put the announcement on TV and radio.

Dr. Emrich distributed the questions that were developed in 2010 and have been used for vacancies in 2012 and 2013. If Trustees have concerns with the questions, they should contact the Board Chair directly.

Dr. Goodnow read a letter of tribute to R. Early Selby from MCCA President, Mike Hansen.

Dear Mr. Selby,

On behalf of the 28 member-colleges of the Michigan Community College Association (MCCA), I extend my most heartfelt praise and gratitude for your distinguished career serving on the Delta College Board of Trustees and the MCCA board of directors.

During your tenure on the Delta College board starting in 1992, we recognize that you were part of a number of important accomplishments including the passage of three successful millage campaigns with overwhelming voter approval; the completion of over \$100 million in capital improvement projects; and of course, as the unmistakable host and champion of "Dateline Delta", a TV program you've been involved with for 21 years. It is very clear from all who know you, that none of these important activities would have been possible without your leadership, support, and oversight.

As a board member of the MCCA board of directors, serving as the Trustee Delegate from Delta College for multiple years starting in 2003, you helped ensure that the association maintain a commitment to quality and excellence in our mission to serve the needs of member colleges. The emphasis you placed on students, their success, and the success of the institutions who serve them was an important voice at each of



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our meetings. The MCCA is clearly a better organization due to your participation, your keen insight, and demanding standards of excellence for all that we do.

While your knowledge and understanding of community colleges can never be replaced, I know that the entire staff of the MCCA feel honored to have had the privilege of working with you for so many years. Your transition off the Delta College board will clearly leave a void that will need to be filled by a talented individual, but it is also something that you can do with honor and an incredible sense of accomplishment. You must know that you are leaving the institution a better place than when you started.

Congratulations and Godspeed as you now open a new chapter in your life.

Sincerely,  
Mike Hansen, President  
Michigan Community College Association

Dr. Goodnow said that Earl Selby has served on the Delta College Board of Trustees since February 1992.

- He has been elected to four six-year terms, from Saginaw County
- He served as Chair of the Board twice – 1997-1998 and 2007-2008
- And, he served as Vice Chair twice – 1995-1996 and 2005-2006

She said that Trustee Selby was the Vice Chair of the Board when she was hired. She added that since Trustee Selby was the MCCA Board delegate for Delta College, she had the pleasure of traveling with him often and getting to know him. She said that he provided her with excellent guidance during particularly difficult times. She said that she will truly miss Earl, as he is a trusted colleague and friend.

Dr. Goodnow said that she thought it would be fitting to end the tribute to R. E. Selby with a Dateline Delta tribute. The Board viewed a collage of clips from Trustee Selby's time hosting the show.

### TRUSTEE COMMENTS

M. Nash said that his first exposure to the Board of Trustees was when he received the Trustee Scholarship. At that time, R. E. Selby was the Board Chair. M. Nash said that since he was appointed to the Board, Trustee Selby has been a wonderful mentor and guide to him.

M. Rowley said that R. E. Selby will be missed. He thanked the Administration for the presentation of the model and encouraged them to think outside of the box in terms of benefits redesign, the price of tuition, and the faculty ratio. We have to take students into account.

M. Rowley said that he appreciated the opportunity to attend the MCCA Spring Board Meeting and said that the MCCA organization is doing a wonderful job of monitoring the legislative issues that are important and relevant to community colleges.

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### CHAIR COMMENTS

R. Emrich said that he will miss Trustee Selby. Trustee Selby is currently the longest serving Board member – serving since 1991. He said he is a good friend and has been a wonderful Trustee.

### VOTE TO GO INTO CLOSED SESSION to Discuss Specific Pending Litigation: *Ader v. Delta College Board of Trustees Case No. 15- 003146-CZ, Midland Circuit Court and Andrich v. Delta College Board of Trustees Case No. 16-031550-CZ, Saginaw Circuit Court*

R. Emrich made a motion to go into closed session to discuss specific pending litigation: *Ader v. Delta College Board of Trustees Case No. 15-003146-CZ, Midland Circuit Court and Andrich v. Delta College Board of Trustees Case No. 16-031550-CZ, Saginaw Circuit Court.*

M. Rowley seconded the motion.

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

M. Benecke - YES  
A. Buckley - YES  
R. Emrich - YES  
K. Lawrence-Webster - YES  
D. Middleton - YES  
M. Morrissey - YES  
M. Nash - YES  
M. Rowley – YES

The results of the roll call vote to go into closed session were 8 in favor, 0 opposed.

The closed session began at 9:04 p.m.

Open session resumed at 9:26 p.m.

### BOARD ACTION *Ader v. Delta College Board of Trustees Case No. 15-003146-CZ, Midland Circuit Court and Andrich v. Delta College Board of Trustees Case No. 16- 031550-CZ, Saginaw Circuit Court (BA5241)*

Mike Rowley made a motion that in the cases of *Ader v. Delta College Board of Trustees Case No. 15-003146-CZ, Midland Circuit Court and Andrich v. Delta College Board of Trustees Case No. 16-031550-CZ, Saginaw Circuit Court*, that after each of the cases is remanded to trial court, litigation continue.

Mike Nash seconded the motion.

Mike Rowley amended his motion to state that in both cases that the Board does not wish to seek reconsideration by the Michigan Court of Appeals nor seek appeal with the Michigan Supreme Court.

Mike Nash seconded the motion to amend.

The Board voted unanimously to amend the motion.

The Board voted unanimously to approve the amended motion.

### ADJOURNMENT

There being no further business, Board Chair Emrich adjourned the meeting at 9:31 p.m.

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Andrea Ursuy, Board Secretary