

D R A F T
Delta College
Board of Trustees Regular Meeting
Delta College Downtown Saginaw Center
Tuesday, June 13, 2023
7:00 p.m.

- BOARD PRESENT** A. Baldwin, A. Clark, B. Handley-Miller, D. Middleton, M. Nash, M. Thomas, M. Wood
- BOARD ABSENT** S. Gannon, M. Rowley
- OTHERS PRESENT** B. Adams, D. Allen, R. Battinkoff, J. Berry, L. Brown, T. Brown, P. Clark, A. Cramer, R. Curry, S. DuFresne, J. Foco, M. Gavin, L. Govitz, D. Hopkins, M. Jesse, D. McQuiston, K. Nelson, J. Perry, W. Ramirez, S. Raube, P. Ross McClain, K. Schuler, E. Suniga, A. Terrell, L. Thomas, A. Ursuy, J. Young
- PRESS PRESENT** B. Jodway, Midland Daily News
- CALL TO ORDER** Board Chair Thomas called the meeting to order at 7:04 p.m.
- APPROVAL OF THE AGENDA** Board Chair Thomas asked for a motion to approve the agenda.
M. Wood made a motion to approve the agenda. M. Nash seconded the motion.
Motion passed unanimously.
- PUBLIC COMMENT** Board Chair Thomas called for public comment.
- TREASURER'S REPORT** S. DuFresne said that the Board packet includes financials as of May 31, 2023. The College will finish the year in a positive position.

In the other College funds, the operating deficit in the restricted fund is a result of a timing difference based on when funds are expended and revenues are recorded.

In our auxiliary funds, the College has an operational deficit of approximately \$344,000. The majority of the deficit is from our food service operations. With a smaller population of students on campus, we are continuing to look at operations to meet the needs of our students and employees while making budget modifications to eliminate the operating deficit.

Auditors started this week and are on campus doing preliminary testing. The finance team and other departments will be preparing throughout the summer to close our books and plan for the audit which begins in September.
- CONSENT AGENDA** Board Chair Thomas called for approval of the consent agenda.

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M. Wood made a motion to approve the consent agenda. D. Middleton seconded the motion. The Board voted to unanimously approve the consent agenda resulting in:

1. Consent Agenda

A. Acceptance of Minutes:

1. Board Special Meeting, Evaluation and Compensation Committee, May 2, 2023
2. Board Special Meeting, Bylaws Committee, May 4, 2023
3. Board Dinner Meeting, May 9, 2023
4. Board Regular Meeting, May 9, 2023
5. Board Special Meeting, May 23, 2023

B. Acceptance of Closed Meeting Minutes:

1. May 23, 2023, Special Meeting

APPROVAL OF 2023-2024 BUDGET AND TAX LEVY RESOLUTION (BA5497)

It is the recommendation of the administration that the Board of Trustees approve the 2023-2024 Budget and Tax Levy Resolution.

RESOLUTION OF JUNE 13, 2023

WHEREAS, the Board of Trustees has carefully examined the financial circumstances of the College District for the 2023-2024 fiscal year, including the following:

- (a) Estimated General Fund expenditures: \$74,902,293
- (b) Estimated General Fund revenue from Tuition & Fees: \$28,404,927
- (c) Estimated General Fund revenue from State Appropriation: \$18,491,320
- (c) Estimated General Fund revenue from Property Taxes: \$26,198,480
- (d) Estimated General Fund revenue from Other: \$1,959,756
- (e) Estimated Total General Fund Revenue: \$75,054,483

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 2023 tax levy of 2.0427 mills for operating purposes for fiscal year 2023-2024 from

DRAFT

within its authorized millage rate in order to raise approximately \$26,198,480 by taxation;

NOW, THEREFORE, BE IT RESOLVED THAT:

For the year 2023, the sum of \$26,198,480 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 2023-2024 operating budget be adopted for the entire College in the amount of \$107,948,290 which includes the General Fund budget of \$74,902,293 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: _____ 6/13/2023
Andrea L. Ursuy
Secretary, Board of Trustees

M. Wood made a motion to approve the resolution. A. Clark seconded the motion.

Motion passed unanimously.

**APPROVAL OF
PRESIDENT'S GOALS
2023 – 2024
(BA5498)**

M. Wood made a motion to approve the President’s Goals for 2023-2024 as presented. A. Clark seconded the motion.

B. Handley-Miller suggested that the President’s Office be included as a unit. M. Gavin responded that the President’s Office is not a unit. The purpose of unit review is to cascade the strategic plan into each department of the College. A.

D R A F T

Ursuy added that the President's Office is driving the plan with unified and aligned goals.

B. Handley-Miller suggested that the KPI for Tableau be strengthened to be more measurable. For example, it could read "Tableau is accessible to all college employees."

After more discussion, Dr. Gavin suggested that it would be clearer if the "KPI" column was changed to "goals/measures."

Chair Thomas asked that the change be made.

Motion passed unanimously.

**APPROVAL OF
PRESIDENT'S
COMPENSATION
(BA5499)**

D. Middleton, Chair of the President's Evaluation and Compensation Committee said that Dr. Gavin's performance in his second year as President of Delta College was exemplary along every dimension. The Board of Trustees agreed his performance in four focused goal areas exceeded all expectations. Similarly, Dr. Gavin's performance as an institutional leader, educational leader, community leader, and financial steward for Delta College also exceeded Board expectations. We are thankful for Dr. Gavin's high performance, leadership of employee groups of Delta College, commitment to securing Delta's success as an institution, and most of all, his unwavering dedication to ensuring unparalleled education for our diverse student population.

D. Middleton said that it is the recommendation of the Evaluation and Compensation Committee that effective July 1, 2023, the Board approve an increase to the President's annual base salary by 3.0% percent, an increase of \$5,000 to the annual employer non-elective contribution to a tax-sheltered annuity, an increase of \$2,000 to his annual auto allowance, an increase of \$3,000 to his Community Support Allowance, and an increase in his current employer paid life insurance policy from a value of one time (1x) his annual salary to a value of (2X) his annual salary.

A. Baldwin seconded the motion.

D. Middleton said that the Evaluation and Compensation committee would like to acknowledge that Dr. Gavin's contract (2B) includes language which states, "Unless notice is given by either party of nonrenewal on or before January 1, 2024, this Contract is renewed for a new three-year term, commencing July 1, 2024 through June 30, 2027."

Given the positive performance and excellent leadership of Dr. Gavin, we are pleased to have him continue to guide this great college into the future.

D R A F T

Motion passed unanimously.

D. Middleton said she would like to recognize Chair Thomas and Trustee Wood for their contributions to the Committee. She also thanked A. Ursuy, T. Brown, and S. DuFresne for their assistance.

**APPROVAL OF 2025
ACADEMIC
CALENDAR
(BA5500)**

It is the recommendation of the administration that the Board of Trustees approve the 2025 Academic Calendar as presented.

M. Nash made a motion to approve the recommendation. A. Baldwin seconded the motion.

Motion passed unanimously.

**APPROVAL OF
CONTRACT WITH
UWILL – STUDENT
MENTAL HEALTH &
WELLNESS FOR
TELE-MENTAL
HEALTH SERVICES
(BA5501)**

It is the recommendation of the administration that the Board of Trustees approve the contract of UWILL in the amount of \$109,800 for a one-year agreement. The funding for this agreement will be supported by the Higher Education Emergency Relief Fund (HEERF) grant dollars.

M. Nash made a motion to approve the recommendation. A. Baldwin seconded the motion.

B. Handley-Miller asked if each student can have five sessions or if we are limited. J. Foco said that every enrolled student is eligible for five sessions.

M. Nash asked how students will understand that this service is available. S. Raube responded that this will be a collaboration between our counselors, marketing team and UWILL.

M. Wood asked if this would be evaluated and if successful continue to be funded in the future. M. Gavin said yes. We will be engaging in evaluation and will likely adopt if the program is successful.

Motion passed unanimously.

**APPROVAL OF
REVISIONS TO THE
OPERATING
PARAMETERS
(BA5502)**

M. Wood said it is the recommendation of the Delta College Board of Trustees Bylaws Committee that the Board of Trustees approve the revisions to the Delta College Board of Trustees Operating Parameters as presented.

D. Middleton made a motion to approve the recommendation. A. Baldwin seconded the motion.

M. Wood said that the Committee reviewed the Bylaws and is not recommending any changes at this time. He summarized the proposed changes to the Operating Parameters that were presented in the Board packet, noting that a section was

D R A F T

taken out because it was no longer relevant and that terminology was made consistent.

The Board unanimously approved the changes to the Operating Parameters.

PRESIDENT'S REPORT

Welcome

Dr. Gavin welcomed Dr. David Hopkins, Dean of Transfer Programs and Online Learning, who started on June 5. Prior to Delta, he served as an interim dean and faculty member at Midland College in Midland, Texas. He is a former Delta College student and earned a B.A. in history from MSU and a M.A. and Ph.D. in history from Wayne State University.

Dr. Gavin also introduced James Perry, Dean of Enrollment and Access. He noted that Dean Perry was included in his announcements last month but was unable to attend the Board meeting.

Enrollment Report

The spring/summer 2023 semester began on May 8. As of today, 3,439 students are enrolled. We projected 18,636 contact hours and are at 135% of budgeted projection.

Registration has begun for the fall 2023 semester. Currently, 4,504 students have registered. We projected 71,884 contact hours for the fall semester, and we are at 62% of budgeted projection.

Information Sharing

- The Bay Community Foundation's Bay Commitment ceremony was on May 17. Most of the scholarships awarded were for Delta College!
- The Saginaw Correctional Facility graduation ceremony was held on May 24, with seven graduates. Delta is one of three community colleges in Michigan to offer incarcerated individuals an opportunity to earn college credit. We hope to increase the size of the next cohort.
- Delta College, in partnership with the Michigan Office of Sixty by 30, Grand Rapids Community College and Macomb Community College, were awarded the Improving Economic Mobility for Adult Learners grant. The initiative aims to improve postsecondary success for adult learners through regular coaching, peer learning events and technical assistance. Each state was awarded \$200,000 to share among the grantees.
- Delta College Public Radio was named the best radio station at the 37th Annual REVIEW Music Awards. This annual award is presented by REVIEW magazine in Bay City and was voted on by more than 5,500 community members.

D R A F T

Our radio station has three particular music programs that made the award possible. First is the “MidMichigan Sound Operative” hosted by Cameron Dutcher, and “The Audition Room” and “Back Stage Explorer,” both hosted by Rod Bieber. Each show promotes the work of local musicians. This is the second time 90.1 FM has won radio station of the year. The last time was in 2015.

- Delta College will receive \$125,000 in funding to support our electric vehicle content and labs through a NEVTEX consortium grant submitted by Ferris State University. Congratulations to everyone for successfully securing funding to advance our auto program!
- Dr. Gavin congratulated the Surgical First Assistant program for receiving a 10-year re-accreditation from the Commission on Accreditation of Allied Health Education Programs (CAAHEP).
- A legislative initiative is underway by MCCA presidents to improve transfer between Michigan community colleges and universities.
- Dr. Gavin said he recently completed the Aspen New Presidents Fellowship. The year-long program was an excellent professional development opportunity to establish relationships with new presidents from across the nation.
- The first virtual meeting of community college presidents regarding higher education access, called Education for All, was held.
- Upcoming events
 - Special board meeting - June 19, professional development session, Board room, 8:30 a.m. -3:00 p.m.
 - Happy birthday to Diane Middleton - July 11
 - The MCCA Summer Conference takes place July 26-28 at the Grand Traverse Resort, Traverse City.
 - The next regular Board meeting will take place on August 8, at the Downtown Bay City Center. As a reminder, there is no July meeting.

TRUSTEE COMMENTS

A. Clark thanked the students, Kathie Marchlewski, Robert Battinkoff, and Josh Berry for an excellent presentation. He also said that he would like to bring up the possibility of recording meetings again.

A. Baldwin thanked Chief Battinkoff, Josh Berry, and the students for an excellent presentation. She said that she is grateful that we are keeping safety central to what we do.

D R A F T

M. Nash echoed the comments of others. He also thanked S. DuFresne her work and her team's work on the Budget.

M. Wood welcomed David Hopkins and James Perry to Delta College.

D. Middleton congratulated Harvey Schneider on his retirement and thanked him for his service to the College.

D. Middleton thanked the staff and faculty who make the work we do at the Saginaw Corrections Facility possible. She said it is some of the most important work we do.

D. Middleton thanked S. DuFresne and her staff for their work on the budget.

B. Handley-Miller welcomed our new deans. She thanked S. DuFresne for her work on the budget. B. Handley-Miller also congratulated Dr. Gavin on his completion of the Aspen Presidential Fellows program. She also said she appreciated the work we are doing at the Correctional Facility. It is work that truly changes lives.

CHAIR COMMENTS

Chair Thomas thanked the students and presenters this evening. She also thanked S. DuFresne for her work on the budget.

Chair Thomas reminded the Board about the special meeting that is scheduled on Monday. It is a professional development session facilitated by ACCT.

Chair Thomas congratulated Dr. Ross McClain on being selected as a finalist for the Saginaw Community Foundation grant program.

Chair Thomas closed by thanking Dr. Gavin for his excellent leadership. She wished everyone Happy Juneteenth and encouraged engagement in community activities.

ADJOURNMENT

There being no further business, Board Chair Thomas adjourned the meeting at 7:55 p.m.

Andrea Ursuy, Board Secretary