

D R A F T

**Delta College  
Board of Trustees Regular Meeting  
Delta College Board Room (B-151)  
Monday, November 6, 2023  
5:30 p.m.**

<b>BOARD PRESENT</b>	A. Baldwin, A. Clark, S. Gannon, B. Handley-Miller, D. Middleton, M. Nash, M. Rowley, M. Thomas, M. Wood
<b>OTHERS PRESENT</b>	R. Battinkoff, L. Brown, T. Brown, P. Clark, S. Clauss, A. Cramer, S. DuFresne, J. Foco, M. Gavin, L. Govitz, S. Gregory, D. Hopkins, D. McQuiston, R. Morse, J. Mulders, J. Perry, W. Ramirez, P. Ross McClain, K. Schuler, A. Ursuy
<b>PRESS PRESENT</b>	None
<b>CALL TO ORDER</b>	Board Chair Thomas called the meeting to order at 5:30 p.m.
<b>APPROVAL OF THE AGENDA</b>	Board Chair Thomas asked for a motion to approve the agenda.  S. Gannon made a motion to approve the agenda. A. Baldwin seconded the motion.  Motion passed unanimously.
<b>PUBLIC COMMENT</b>	Board Chair Thomas called for public comment.
<b>TREASURER'S REPORT</b>	S. DuFresne said that the Board has received the financials for the month ended October 31, 2023. At this time, she has no major variances to report.
<b>CONSENT AGENDA</b>	Board Chair Thomas called for approval of the consent agenda.  S. Gannon made a motion to approve the consent agenda. A. Clark seconded the motion. The Board voted to unanimously approve the consent agenda resulting in:  A. Acceptance of Minutes: 1. Board Regular Meeting, October 3, 2023
<b>FY 2022-2023 AUDIT PRESENTATION</b>	Sarah DuFresne thanked the employees of the College for their hard work and accountability as it relates to the fiscal responsibility and sustainability of Delta College. She recognized Angela Cramer, College Controller and Jill Mulders, Assistant Controller, for their excellent work in leading and supporting the audit process. S. DuFresne also thanked the employees in the Finance department for their excellent work.  S. DuFresne introduced Randy Morse of Andrews Hooper & Pavlik P.L.C. (AHP)  R. Morse provided an overview of the services provided and the results: <ul style="list-style-type: none"><li>• Audit of Delta College – Unmodified opinion</li><li>• Audit of Delta College Foundation – Unmodified opinion</li><li>• Audit of WDCQ-TV and WUCX-FM – Unmodified opinions</li><li>• Uniform Guidance Audit on Federal Expenditures – Unmodified opinion</li></ul>

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R. Morse said that the College provides the financials to AHP. AHP audits the financials and provides an opinion. He noted that the College has unmodified opinions in all areas. No significant errors or material weaknesses were found. No letters were issued. He said it is a pleasure to work with the College and said "great job."

**ACCEPTANCE OF THE ANNUAL FINANCIAL STATEMENTS AND AUDIT FOR FY 2022-2023 (BA5509)**

M. Nash recommended that the Board accept the annual financial statements and audit FY 2022-2023 as presented by Andrews Hooper & Pavlik P.L.C. M. Rowley seconded the motion.

M. Rowley thanked the College Administration for their excellent work that is evidenced by the results of the audit.

Motion passed unanimously.

**APPROVAL OF PURCHASE TO UPDATE AND STANDARDIZE THE CONTROL SYSTEM INFRASTRUCTURE ON MAIN CAMPUS (BA5510)**

It is the recommendation of the Administration that the Board of Trustees approve a purchase order in the amount of \$157,583 to Trane to update and standardize the Control System Infrastructure on the main campus.

A. Clark made a motion to approve the recommendation. B. Handley-Miller seconded the motion.

M. Rowley asked if vendors would have access to our controls or if access would be internal. S. Gregory said that the access would be internal.

Motion passed unanimously.

**APPROVAL OF PURCHASE TO RESURFACE SWIMMING POOL (BA5511)**

It is the recommendation of the Administration that the Board of Trustees approve the award of the contract to Midwest Pools in the amount of \$219,955.00, for resurfacing of the swimming pool.

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

B. Handley-Miller asked why one of the vendors was more than twice the cost of the others. S. Gregory said that this is common when a vendor has a lot of work. They throw out a high bid to see what happens. J. Foco said that this is the second time the College went out for bids on this project because contractors in this area have been so busy. The College didn't get bids the first time.

D. Middleton asked what the usage of the pools was like. J. Foco said that it is used for academic classes, fitness center classes, summer programs, K-12. He noted that use went down during COVID but is recovering and is about back to normal levels.

M. Rowley asked about how we are capturing information from patrons at the pool as prospects for future college attendance. J. Foco said we aren't at this time. M. Gavin said that this is an idea that the College will explore for the future.

Motion passed unanimously.

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### **APPROVAL OF ATTENDANCE POLICY FOR ADMINISTRATIVE/ PROFESSIONAL AND SUPPORT STAFF (BA5512)**

It is the recommendation of the Administration that the Board of Trustees approve the proposed Administrative/Professional and Support Staff Absences Policy for inclusion in the A/P and SS Employee Handbook.

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

M. Wood asked why this was needed. L. Brown said that there was a specific situation that arose and that moving forward this policy may be needed again. B. Handley-Miller asked if this policy covers employees with remote assignment. L. Brown said yes, it covers all administrative/professional and support staff employees.

Motion passed unanimously.

### **ACCT UPDATE**

Delta College attendees at October's Association of Community College Trustees (ACCT) Leadership Congress were Marcia Thomas, Chair; Stacey Gannon, Vice Chair; and President Gavin. They each gave an overview of their takeaways and experiences at the event, including a session they jointly presented entitled, "True DEIA Requires a Flipping Systems on their Head, not Adding On."

### **PRESIDENT'S REPORT**

M. Gavin began his report by thanking S. DuFresne and the entire Finance team for their great work.

#### **Enrollment Report**

Winter 2024 registration is underway. Currently, 5,636 students are registered. The College projected 67,769 contact hours for the winter semester and are at 80.2% of projection. Winter semester begins on January 6, 2024.

#### **Information Sharing**

- 3+1 articulation renewal with Northwood University
- Transfer articulation improvements for Delta students:
  - More electives are allowed in the Northwood degree so the LW and other Delta specific courses will transfer and apply towards the BBA.
  - Northwood programs now have 25% fewer general education required credits. Courses in many of our ABS programs previously would transfer but now apply to the degree.
  - We have a financial aid consortium agreement in place with Northwood so students can take courses at both institutions concurrently.
  - Delta's 100/200 level courses transfer as a 300/400 level equivalent.
- 3+1 articulation renewal with Ferris State University -- Associate of Arts (AA) degree articulates to Bachelor of Science (BS) in Elementary Education
- New benefits for Delta students:
  - If a student leaves before degree completion, Ferris will send transcripts back to Delta automatically for reverse transfer evaluation.
  - The program entry GPA requirement was lowered from 2.5 to 2.0.
- Delta College has been recognized for outstanding achievements in digital marketing within the education sector in the 11th Annual Education Digital Marketing Awards.

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- Delta College received three gold awards for:
  - Spring/summer 2023 digital advertising campaign;
  - Become an electrician social media posting; and
  - President's Speaker Series digital marketing series.
- Delta also received three silver awards for:
  - Pioneer volleyball athletic promotion;
  - Video announcement of our mascot; and
  - A Chocolate Affair ad.
- Congratulations to Delta's marketing team: Matt Brown, Luke Goodrow, Leanne Govitz, Amanda Hammond and Sue Paris.
- Delta College Public Safety Department was awarded a Michigan Association of Chief of Police mini-grant to cover the cost of its accreditation.
- Robert Battinkoff, Chief, was appointed to the Michigan Association of Chiefs of Police Legislative Committee.
- Capital outlay news
  - Last week, the Michigan legislature passed a supplemental appropriations bill, which included 7 university projects and 6 community college building projects. Both chambers approved House Bill 4292 and the Governor is expected to sign the bill soon.
  - Delta College's current request for K-wing renovations was one of the projects approved to move forward.
  - The total project is estimated to cost \$5.7 million and the state would provide \$2.4 million through its capital outlay project.
- Recent successful events
  - Fall Transfer Fair was held on October 10, with 40 college and university transfer representatives participating.
  - Delta College Foundation's *A Chocolate Affair* was held November 2 at Horizons Conference Center to benefit the Possible Dream Program.
  - YMCA Youth in Government Training was held on November 3 with 130 area high school students on campus.
  - Accounting Field Day was also held on November 3 with interested students from Heritage High School attending.
- The Delta College Athletic Department will be hosting a watch party for our women's soccer and women's volleyball national tournament opening round games.
  - Women's soccer opening round game: Delta College vs. Ocean City, November 7 at 11am.
  - Women's volleyball opening round game: Delta College vs. Harper College, November 9 at 2pm.
- Congratulations to Mike Rowley for receiving his 10-year trustee tenure pin from the Michigan Community College Association (MCCA).
- Upcoming events
  - Happy Birthday to Mike Rowley on November 15.
  - The next regular board and dinner meeting, will take place on December 12, at main campus.

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**TRUSTEE COMMENTS**

M. Rowley thanked the audit team for their great work. He also thanked his Trustee Colleagues for representing the College at ACCT.

B. Handley-Miller congratulated the team that worked on the audit. She also congratulated the marketing team for their recognition at the 11th Annual Education Digital Marketing Awards.

B. Handley-Miller commented that, in her opinion, our billboards are the best that they have ever been. She also saluted the faculty members at Delta College who continue to keep current events at the forefront for our community. She noted the political forum on climate change taking place tomorrow at 10:00 a.m. in S105. B. Handley-Miller also said that she appreciates the session that the Humanities Learning Center sponsored on the Israel-Hamas Conflict.

B. Handley-Miller wished the women's volleyball and soccer teams well as they head to nationals.

D. Middleton said great job on the audit. She said she appreciates continued audits unmodified opinions and no recommendations.

D. Middleton said she appreciates the continued focus on articulation to benefit our students and community. She also said that she is happy that we continue to invest in our pool. It is an asset for our community.

D. Middleton said that the Chocolate Affair was a wonderful event.

M. Wood thanked everyone for the well wishes. He said his recovery will take several more months.

M. Wood thanked all who work with the audit. He said that he starting working at the College in 2004. He continues to be impressed with the audits that the College receives and the excellent work of the Finance staff.

M. Nash echoed his fellow Trustees' comments. In addition, he said he continues to be pleased with our enrollment as it trends upward.

S. Gannon congratulated Chief Battinkoff on his recent appointment to the Michigan Association of Chiefs of Police Legislative Committee.

A. Clark congratulated Chief Battinkoff. He said that he would appreciate a list of key talking points for Trustees to use in the community.

A. Baldwin congratulated the Delta College volleyball team. She also said thanks for the great audit. A. Baldwin commented that she appreciated the 5:30 p.m. start time of tonight's meeting.

**CHAIR COMMENTS**

Chair Thomas said that at the last Board meeting, A. Clark requested written rationale regarding broadcasting meetings. That rationale is in the "extras" tab in the packet.

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She said that the ACCT Legislative Congress will take place in Washington DC February 4-7, 2024. The Board Operating Parameters indicate that we take one Trustee from each county. Please let Chair Thomas know if you are interested in attending.

In addition, there is a MCCA Trustee session December 4-5 in Lansing. At this time, we are limited to two trustees per college.

Chair Thomas closed her comments by congratulating the Foundation on an excellent Chocolate Affair and Trustee Rowley on 10 years of service.

**ADJOURNMENT**

There being no further business, Board Chair Thomas adjourned the meeting at 6:28 p.m.

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Andrea Ursuy, Board Secretary