

D R A F T
Delta College
Board of Trustees Regular Meeting
Downtown Midland Center
Tuesday, May 14, 2024
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 T. Brown, P. Clark, W. Childs, R. Curry, J. Foco, M. Gavin, L. Govitz, A. Greene, M. Haswell, K. Mehl, J. Perry, S. Raube, P. Ross McClain, K. Schuler, E. Suniga, A. Ursuy, C. Wilson

PRESS PRESENT None

CALL TO ORDER Board Chair Thomas called the meeting to order at 7:00 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. A. Baldwin seconded the motion.
Motion passed unanimously.

PUBLIC COMMENT Board Chair Thomas called for public comment.

TREASURER’S REPORT J. Foco said that the Treasurers Report presented is year-to-date as of April 30, 2024, for all funds. There are no variances to report at this time.

CONSENT AGENDA Board Chair Thomas called for approval of the consent agenda.
M. Wood made a motion to approve the consent agenda. B. Handley-Miller seconded the motion. The Board voted to unanimously approve the consent agenda resulting in:
A. Acceptance of Minutes:
1. Board Dinner Meeting, April 2, 2024
2. Board Regular Meeting, April 2, 2024

APPROVAL OF REVISION TO SUPPORT STAFF AND ADMINISTRATIVE/ PROFESSIONAL STAFF ATTENDANCE POLICY (BA5537) It is the recommendation of the Administration that the Board of Trustees approve the proposed revision to the Administrative/Professional and Support Staff Absences Policy.
A. Clark made a motion to approve the recommendation. M. Nash seconded the motion.
Motion passed unanimously.

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**APPROVAL OF
ADMINISTRATIVE/
PROFESSIONAL AND
SUPPORT STAFF
COMPENSATION
RECOMMENDATION
FY 2024-2025
(BA5538)**

It is the recommendation of the Administration that the Board of Trustees approve for fiscal year 2024-2025, an increase of 2.0% in the Administrative/Professional and Support Staff 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% of the monthly illustrative rate. In addition, a \$250 dollar off-schedule payment will be made to these employee groups, if the College achieves an enrollment of 165,000 contact hours in the previous academic year.

A. Bladwin made a motion to adopt the resolution. A. Clark seconded the motion.

Motion passed unanimously.

**APPROVAL OF
ENDOWMENT FUND
RESOLUTION
(BA5539)**

It is the recommendation of the administration that the Board of Trustees adopt the enclosed resolution, which would affect a change in the status of which entity serves as custodian of the Delta College Endowment Fund. This action by the Trustees will be followed by a vote by the Foundation Board of Directors at their June 5th quarterly meeting. The resolution was read as follows:

WHEREAS:

1. Previously, the Delta College Foundation, a separate 501(C)(3) organization ("Foundation") transferred the Delta College Endowment Fund ("Fund") to the College for the purpose of managing the Fund; and
2. In transferring the Fund, the parties intended that the Foundation retain ownership and ultimate control over the Fund, despite delegating management responsibility to the College, as reflected in the Foundation's IRS Form 990; and
3. The parties acknowledge that the Fund, being under the ownership and control of the Foundation, remains a private fund; and
4. Given the Foundation's growth and capacity to manage the Fund itself, the College wishes to return management of the Fund to the Foundation; and
5. The Board has determined that it would be in the best interests of the College and the Fund to do so; and
6. The Board desires to authorize and direct Dr. Michael Gavin the President of the College, or his designee, to take any actions necessary to transfer the Fund and management thereof back to the Foundation, subject to review and approval of the College's legal counsel and auditor, and the Board shall endeavor to modify all policies and bylaws to reflect this change.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board authorizes and directs Dr. Michael Gavin, the President of the College to take any actions necessary to transfer the Fund and management

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thereof back to the Foundation, subject to review and approval of the College’s legal counsel and auditor.

2. The Board shall endeavor to modify all policies and bylaws to reflect this change.

3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

M. Wood made a motion to adopt the resolution. A. Baldwin seconded the motion.

P. Clark said that she benchmarked with other community colleges across the State of Michigan. In checking with her counterparts, she discovered that Delta College is the only College that held the endowment. At other Colleges, it is the Foundation Office that holds the endowment.

Legal counsel provided input in how to move forward on this matter.

D. Middleton said that she thinks this is a good, effective move. Foundation Board Members are pillars in our community and having them help to manage our endowment is a great way to utilize their expertise.

Motion passed unanimously.

**REPORT OF THE
EVALUATION AND
COMPENSATION
COMMITTEE (D.
MIDDLETON)**

D. Middleton said that the Evaluation and Compensation Committee met to determine the timeline for the President’s Evaluation. She reviewed the timeline which includes the following dates:

- Tuesday, May 7: Special Meeting of the President’s Evaluation and Compensation
- Tuesday, May 14: Regular Board Meeting
- Wednesday, May 15: President’s goals are updated with year-end accomplishments info and self-reflection
- Wednesday, May 15 – Tuesday, May 21: Evaluation open for trustee’s completion
- Tuesday, May 28: Special Meeting to conduct President’s Evaluation
- Monday, June 10: Special Meeting of the President’s Evaluation and Compensation (scheduled after the evaluation takes place)
- Tuesday, June 11: Regular Board Meeting – Board acts on President’s Compensation reviews President’s draft goals for AY 2024-2025
- Friday, July 1: Process is completed.

She noted the evaluation window opens tomorrow (May 15) and will be open for 6 days.

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D. Middleton reminded the Trustees that evaluating the President is one of the most important duties of a Trustee and encouraged 100% participation.

Trustee Middleton also said that the President has requested that his evaluation be conducted in closed session. She said that Trustees received a memo this evening with the request.

PRESIDENT'S REPORT

Personnel Report

Congratulations to Shelly Raube the new Vice President of Student Empowerment and Success.

Information Sharing

- Delta College was just notified that it would be receiving a grant totaling \$976,708 to support its public TV station, WDCQ. The funding was directed through FEMA and will help the station replace aging transmission equipment. FEMA is interested in supporting the national "Next Generation Warning System" and our broadcast signal is part of that network. The funder also noted the station's ability to serve rural and underserved communities in our area. Staff members from our TV station will now work with Business Services to conduct a bid process and the outcome of that work will come back to this board for purchasing approval, likely in August or September.
- Pleased to announce, to date, we're seeing an increase of 7% in our graduation rate.
- New articulation agreement with Central Michigan University (CMU), for a Bachelor's Degree in Dietetics. Students must follow the transfer credit guide created for this agreement and complete Delta's Associate in Arts, Associate in Science or Associate in General Studies degree to qualify for this articulation agreement. Savings of about \$20,000 by completing an associate degree at Delta and then transferring to complete a bachelor's degree at CMU.

To assist with the creation of this agreement, Kara Jimenez, Professor and Coordinator for Lifelong Wellness; Lance Redwanz, Instructor for Lifelong Wellness; and Pete Fox, Associate Dean for the Health and Wellness Division, actively participated in the discussion and review with the CMU Nutrition & Dietetics program faculty.

- New institutional agreement between Grand Valley State University and Delta College. Joint program articulation agreements will be created for key programs vs. having only transfer plans. GVSU will automatically reach out to eligible Delta transfer students for reverse transfer.
- Many thanks to the trustees for your participation in Delta's many recent student recognition events.

Upcoming Events

- Legislative Luncheon -- Monday, May 20, 11:30am – 1pm, Board Room
- Next Board Meeting – Tuesday, June 11
- MCCA Trustee Institute & Summer Conference – Begins July 31

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TRUSTEE COMMENTS Trustee Wood is pleased to support the salary increase to maintain a competitive workforce.

Trustee Nash gave appreciation for the FAFSA crisis management team, the strong Spring/Summer enrollment, and the number of students who participated in the commencement ceremony.

Trustee Handley-Miller noted that the equity gap and should be communicated to the community. She's also delighted with Shelly's appointment and suggested recognizing first-generation graduates at future commencements.

Trustee Middleton tipped her hat to the Marketing Department on the Duck billboard designs. She enjoyed the pinning and commencement events – so cool to see friends and family cheer them on. She also talked about the FAFSA problems and is saddened that crisis intervention is needed.

Trustee Baldwin is pleased with the new CMU articulation agreement.

Trustee Clark noted his support of the articulation agreements and said he found the NAACP, police graduation and commencement events to be very powerful.

CHAIR COMMENTS Chair Thomas thanked the trustees for attending all the year-end events, asked the group to keep Stacey Gannon in their thoughts and prayers, congratulated Trustee Baldwin on her recent engagement and suggested a future presentation on Girls' Day Out.

ADJOURNMENT There being no further business, Board Chair Thomas adjourned the meeting at 7:43 p.m.

Andrea Ursuy, Board Secretary