

**Board of Trustees  
Minutes of the Regular Meeting  
Napier Avenue Campus  
October 27, 2015**

**I. CALL TO ORDER**

Chair Tomasini called the Regular Meeting of the Lake Michigan College Board of Trustees to order at 6:00 p.m. The meeting opened with the Pledge of Allegiance.

**II. ROLL CALL**

Present: Dr. David Maysick, Ms. Judy Truesdell, Ms. Mary Jo Tomasini, Mr. Paul Bergan, Ms. Debra Johnson, Dr. Michael Lindley, Mr. Stephen Small  
Absent: None

**III. SETTING OF THE AGENDA**

Ms. Tomasini added Presidential Candidate Update to the agenda.

**IV. APPROVAL OF MINUTES**

The minutes of the September 22, 2015 Regular Board Meeting were accepted as presented with a motion by Dr. Maysick and support from Ms. Truesdell.

**V. PETITIONS AND COMMUNICATIONS FROM THE FLOOR**

None

**PRESIDENT'S REPORT**

Dr. Harrison introduced Mr. Todd and recognized his generous gift to the College Business Center. Mr. Todd was presented with a gift from the college.

Dr. Harrison recognized college employees who have earned a doctorate: Dr. Lisa Augustyniak, Dr. Kenneth Flowers, and Dr. Dana Jenkins. Each employee was presented with a gift from the college.

Mr. Spradlin introduced Dr. Sribhagyam (Bhagya) Srinivasan who joined Academic Services as the Distance Education Director. Dr. Harrison welcomed Dr. Srinivasan with a gift from the college.

Ms. Marla Clark gave an update on the Health Sciences programs. Students Linda Bentley and Steven Venable shared their experience as part of the college's Health Science Program. Dr. Harrison congratulated them on their success and presented them with a gift from the college.

**FINANCE REPORT**

Ms. Hahn provided the Financial Services report as of September 30, 2015.

## **STUDENT SERVICES REPORT**

Dr. Gabbard reported that the early college registration just finished and is up 13% from a year ago with gains in Van Buren County and the Berrien RESA area.

## **NEW BUSINESS**

### **Wine and Culinary Education Center**

Michigan is the 4<sup>th</sup> largest grape producing state, and the 5<sup>th</sup> largest in wine grape production. The wine industry contributes more than \$300 million annually to Michigan's economy. The population centers geographically adjacent to Michigan create a viable market for growth of Michigan tourism catalyzed by the expansion of the wine industry.

Lake Michigan College recognizes the regional renewed interest in tourism, restaurant operations, and wine production, along with the workforce needed to support these industries. The College has offered both certificate and associate degree programs in Hospitality Management for over 30 years, and expanded its curriculum by adding an associate degree in Applied Science – Culinary Management in March 2013. In August 2014, LMC opened a temporary Enology and Viticulture lab and the following August added an associate in Applied Science Enology and Viticulture degree to its programs.

There is a natural synergy between these programs; therefore, the College Administration is now proposing the design of a stand-alone Wine and Culinary Education Center.

### **ACTION:**

The College's Administration recommended that the Lake Michigan College Board of Trustees authorize Administration to proceed with infrastructure and design work for the Wine and Culinary Education Center and to pursue and accept private and public grants.

**MOTION** by Ms. Truesdell with support by Dr. Lindley to authorize Administration to proceed with infrastructure and design work for the Wine and Culinary Education Center and to pursue and accept private and public grants.

## **ROLL CALL VOTE**

Yeas: Dr. Maysick, Ms. Truesdell, Mr. Bergan, Ms. Johnson, Ms. Tomasini, Dr. Lindley

Neas: Mr. Small

Absent: None

**APPROVED**

**2016 Staff Health Benefits Renewal**

The 2016 staff health benefits renewal for College staff was administered by Ballard Benefit Works, Inc. The following are recommended for implementation January 1, 2016:

- Medical Plan – BCBSM Self Funded (Full-time Staff) – Simply Blue Plan
- Dental – BCBSM Self Funded (Full-time Staff)
- Vision – Guardian Self Funded (Full-time Staff)
- Life & LTD Vendor – CIGNA (Full-time Staff)
- Voluntary Benefits – CIGNA (Full-time Staff) – Plan Options include Employee Life/AD&D, Spouse Life, and Child Life
- Flex Spending Accounts – BASIC (Full-time Staff)
- Worksite Benefits – UNUM (All Regular Employees) – Plan Options include Critical Illness, Accident and Whole Life
- LegalShield – (All Full-time Employees) -- Optional Legal and Identity Theft Protection

**ACTION:**

It was recommended that the Lake Michigan College Board of Trustees approve the 2016 Staff Health Benefits Renewal Proposal, as presented.

**MOTION** by Mr. Small, with support by Ms. Truesdell to approve the 2016 Staff Health Benefits Renewal Proposal, as presented.

ROLL CALL VOTE

Yeas:	Dr. Maysick, Ms. Truesdell, Mr. Bergan, Ms. Johnson, Ms. Tomasini, Mr. Small, Dr. Lindley
Neas:	None
Absent:	None

**APPROVED**

**Public Act 152 Recommendation**

PA 152 limits the public employer's expenditures for employee medical benefit plans. The Act was signed into law on September 27, 2011, and took immediate effect.

**ACTION:**

It was recommended that the Lake Michigan College Board of Trustees approve the "80/20" method for faculty and staff for compliance with Public Act 152, as presented.

**MOTION** by Dr. Lindley, with support by Mr. Small to approve the "80/20" method for faculty and staff for compliance with Public Act 152, as presented.

ROLL CALL VOTE

Yeas: Dr. Maysick, Ms. Truesdell, Mr. Bergan, Ms. Johnson, Ms. Tomasini, Mr. Small, Dr. Lindley

Neas: None

Absent: None

**APPROVED**

**General Education Requirements**

Revisions to the General Education Requirements for Graduates of Lake Michigan College are presented to the Lake Michigan College Board of Trustees for approval. The revisions presented replace the General Education Requirements for Graduates of Lake Michigan College approved by the Board of Trustees on November 22, 2008.

These revisions were developed and agreed to by the General Education Committee and the Academic Administration Team at Lake Michigan College on June 1. Additionally, the revisions were approved unanimously by the Instructional Coordinating Council on October 13 and the College Curriculum Committee on October 22.

**ACTION**

It was recommended that the Lake Michigan College Board of Trustees approve the General Education Requirements for Graduates of Lake Michigan College as presented.

**MOTION** by Mrs. Truesdell, with support by Mr. Bergan to approve the General Education Requirements for Graduates of Lake Michigan College as presented.

ROLL CALL VOTE

Yeas: Dr. Maysick, Ms. Truesdell, Mr. Bergan, Ms. Johnson, Ms. Tomasini, Mr. Small, Dr. Lindley

Neas: None

Absent: None

**APPROVED**

**FY '17 Capital Outlay Grant Proposal**

Title: State of Michigan Capital Outlay Grant Request \$17,769,350  
Source: State of Michigan  
Officer: Anne E. Erdman  
Date: Fiscal Year 2017  
Match: Grant is a 50/50 match between the College and State of Michigan.

Summary: If approved the grant will support the following projects:

4. HVAC Upgrade (Boilers, Chiller, Air Handling Units) \$4,545,823
5. Classroom Improvements, Including Ceiling and Lighting 2,616,735
6. Full-time and Adjunct Faculty Service Center 380,819
7. Academic Classroom Renewal 309,945
8. Learning Resource Center Renovation 2,161,500
9. Lecture Hall Wing Renovation/Student Success Center 5,726,135
10. Renovate Remaining Napier Academic Restrooms 2,028,393

**ACTION:**

It was recommended that the Lake Michigan College Board of Trustees approve the submission of the FY' 17 Capital Outlay Grant Request, as proposed.

**MOTION** by Dr. Maysick, with support by Dr. Lindley to approve the submission of the FY' 17 Capital Outlay Grant Request, as proposed.

ROLL CALL VOTE

Yeas: Dr. Maysick, Ms. Truesdell, Mr. Bergan, Ms. Johnson, Ms. Tomasini, Mr. Small, Dr. Lindley

Neas: None

Absent: None

**APPROVED**

**Authority to Bind College to External Agreements**

Delegation of authority represents the legal power to act in the name of Lake Michigan College or to bind the College to an obligation or promise. Signing an agreement is the most common way delegated authority is exercised.

This proposed policy standardizes the signature authority delegation process and makes easily available a means to determine who has the authority to obligate the College for a transaction, contract, or promise to an external organization.

**ACTION**

It was recommended that the Lake Michigan College Board of Trustees approve the Signature Authority to Bind the College to External Agreements Policy, as updated and presented.

**MOTION** by Ms. Truesdell, with support by Mr. Bergan to approve the Signature Authority to Bind the College to External Agreements Policy, as updated and presented.

ROLL CALL VOTE

Yeas:	Dr. Maysick, Ms. Truesdell, Mr. Bergan, Ms. Johnson, Ms. Tomasini, Mr. Small, Dr. Lindley
Neas:	None
Absent:	None

**APPROVED**

**Grant Approval**

Title: Frederick S. Upton Foundation Challenge Grant up to \$375,000

Source: Frederick S. Upton Foundation

Officer: Mary Klemm, Executive Director

Dates: September 21, 2015 – September 30, 2016

Match: \$375,000

Summary: The grant supports the renovation of the Grand Upton Hall. This renovation is part of the Lake Michigan College *Campaign for Tomorrow*. The Upton Foundation Challenge Grant will match private funds raised for the Campaign for Tomorrow up to \$375,000. The original proposal to the Frederick S. Upton Foundation was approved by the Lake Michigan College Board of Trustees at its June 2015 meeting.

**ACTION:**

It was recommended that the Lake Michigan College Board of Trustees approve the Frederick S. Upton Foundation Challenge Grant.

**MOTION** by Mr. Bergan, with support by Dr. Lindley to approve the Frederick S. Upton Foundation Challenge Grant.

**DISCUSSION:**

Ms. Tomasini stated the college is very appreciative of the grant that will allow for the much needed renovation of the Mendel Center Upton Hall.

ROLL CALL VOTE

Yeas:	Dr. Maysick, Ms. Truesdell, Mr. Bergan, Ms. Johnson, Ms. Tomasini, Mr. Small, Dr. Lindley
Neas:	None
Absent:	None

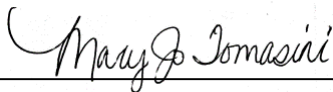
**APPROVED**

**Presidential Candidate**

Ms. Tomasini stated that the Board of Trustees has reviewed the presidential candidate recommendations of the Search Committee, and reviewed criteria and recommendations of the Search Firm, Future Management Systems. The Board has accepted six candidates to move forward in the process. From these six, they will narrow it down to semi-finalists who will make college visits. Preliminary Skype interviews will take place the week of November 2, 2015.

**ADJOURNMENT**

MOTION by Dr. Lindley with support from Mr. Bergan to adjourn the Regular Meeting of the Lake Michigan College Board of Trustees at 6:39 p.m.



Mary Jo Tomasini, Board Chair



Debra Johnson, Board Secretary