

Board of Trustees
Minutes of the Regular Meeting
Napier Campus
August 30, 2016

CALL TO ORDER

Chair Tomasini called the Regular Meeting of the Lake Michigan College Board of Trustees to order at 6:03 p.m. The meeting opened with the Pledge of Allegiance.

ROLL CALL

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

SETTING OF THE AGENDA

The agenda stands as presented.

APPROVAL OF MINUTES

The minutes of the June 28, 2016 Special Board Meeting – Budget Hearing were accepted as presented with a motion by Dr. Lindley, supported by Mr. Bergan.

The minutes of the June 28, 2016 Regular Board Meeting were accepted as presented with a motion by Ms. Johnson, supported by Dr. Maysick.

The minutes of the July 19, 2016 Special Board Meeting – Next Steps, President Search were accepted as presented with a motion by Dr. Lindley, supported by Ms. Johnson.

The minutes of the August 2, 2016 Special Board Meeting – Proposed Capital Millage were accepted as presented with a motion by Ms. Truesdell, supported by Dr. Lindley.

PETITIONS AND COMMUNICATIONS FROM THE FLOOR

None

PRESIDENT'S REPORT

Dr. Harrison stated how exciting it was to attend and see all the support for the opening of the Hanson Technology Center. He reported that over 600 people attended; 160 for lunch, 270 for the ribbon cutting ceremony, and over 280 people attended the public grand opening.

DEPARTMENT REPORTS

Student Services

Mr. Schaffer reported that Beckwith Hall housing is at full capacity going into the 3rd school year. Right now there is a wait list, so Student Services is providing students with information on the process of the wait list system as well as information about local housing opportunities to bridge the gap.

He reported that Lake Michigan College has been designated as a Gold Level Institution based on our commitment to providing on-campus, veteran-centric services to student veterans. The award is given to the college for having proven our dedication to the men and women who have served their country by ensuring they succeed in achieving their educational goals.

Regional and Community Engagement

Ms. Craig reported on the 161 middle college students who will be on campus this fall. The breakdown of students per district is as follows:

Berrien Springs 4, Bridgman 4, Buchanan 4, Coloma 2, Eau Claire 9, Lakeshore 6, Niles 5, River Valley 2, St. Joseph 14, and Watervliet 5.

Ms. Craig stated there are 55 total students taking 175 courses, 48 of which are dual credit at their high school.

Academic Services

The new faculty for fall semester was introduced and welcomed at tonight's Board meeting.

Dr. Ken Flowers introduced faculty for Career Workforce Education:

Luis Amado – Instructor, Culinary

Luis became the College's first Culinary Instructor on August 24, 2016. He joins us after 18 years serving as Program Director of Baking and Pastry Arts at The Culinary Institute of Michigan at Baker College. Luis holds a Bachelor's degree in General Education from Baker College and is a Certified Executive Pastry Chef by the American Culinary Federation

Danny Langston – Business/Accounting Instructor

After serving as Staff Accountant in the College's Finance department since February 2014, Danny has been appointed Business/Accounting Instructor. Danny received his MBA with a focus in Accounting from Davenport University in Saginaw, Michigan.

Dr. Gary Roberts introduced faculty from Arts & Sciences:

Dr. Tiffany Bohm – Instructor, Political Science

Tiffany began as Political Science Instructor on August 24, 2016. She received her Ph.D. in Political Science from Northern Illinois University, with a specialization in American Government and International Relations. Dr. Bohm has taught at Governors State University, Purdue University, and Prairie State College.

Dr. John Doudna – Lecturer, Biology

John joined the Lake Michigan College family as a Biology Lecturer on August 24, 2016. He received his Ph.D. from Iowa State University with a focus on agroecology. Dr. Doudna has been a part-time instructor in the College's Biology department since January 2016, and has also taught at Southwestern Michigan College.

Ms. Marla Clark introduced faculty for the Nursing/Simulation Lab

Kimberly Sherman – Instructor, Nursing/Simulation & Skills Lab Coordinator

Kim has been an integral part of the college's nursing program since 2009, most recently serving as part-time NEC Facilitator. This fall semester, Kim begins her new role as Instructor, Nursing/Simulation and Skills Lab Coordinator.

Dr. Harrison presented the new faculty with welcome gifts from the Board.

NEW BUSINESS

BOARD MEMBER RESIGNATION

The Board took action on Trustee Mr. Stephen Small's resignation at tonight's meeting.

MOTION by Mr. Bergan, with support by Dr. Lindley to accept Mr. Stephen Small's resignation from the Lake Michigan College Board of Trustees.

ROLL CALL VOTE

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

Neas: None

Absent: Mr. Small

APPROVED

BOARD OF TRUSTEE APPOINTMENT

The Board took action on the appointment of new Board of Trustee Mr. Jeff Curry at tonight's meeting.

Ms. Truesdell nominated Mr. Jeff Curry. Ms. Truesdell stated that Mr. Curry is a strong advocate for the college and the capital campaign. She stated that he also served as chair of the Lake Michigan College Foundation.

MOTION by Mr. Bergan to appoint Mr. Jeff Curry to the Lake Michigan College Board of Trustees to complete the term of Mr. Stephen Small through December 2018.

ROLL CALL VOTE

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

Neas: None

Absent: Mr. Small

APPROVED

General Education Requirements for Graduates Policy

Revised General Education Requirements for Graduates of Lake Michigan College are presented to the Lake Michigan College Board of Trustees for approval. The revised policy presented replaces the General Education Requirements for Graduates of Lake Michigan College approved by the Board of Trustees on October 27, 2015.

The revision was recommended by the Ad Hoc General Education Committee and approved by the College Curriculum Committee on July 26, 2016.

ACTION:

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

GENERAL EDUCATION REQUIREMENTS FOR GRADUATES

Office of Origin:	Academic Services
Date Adopted:	11-22-05
Last Date Modified & Approved:	10-27-15
Approved by College Curriculum Committee:	07-27-16

Policy Statement:

The General Education requirements for graduates of Lake Michigan College are as follows:

AA, AS, and ABA Degrees*

- 2 courses in English/Communications
 - Must take ENGL 101 - AND - ENGL 102 or COMM 101

- 1 course in Mathematics

- 2 courses in Natural Sciences (from at least two academic disciplines; all LMC science courses have the required laboratory experience)

- 2 courses in Social Sciences (from at least two academic disciplines)
 - Must take POSC 101 or 102 or HIST 201 or 202
 - 2nd course must be from a different discipline

- 2 courses in Humanities/Fine Arts (from at least two academic disciplines, excluding studio and performance classes)
- Must take PHED 200 or 212 or 214

AAS and AGS Degrees*

- 2 courses in English/Communications
 - Must take ENGL 101 - AND - ENGL 102 or ENGL 103 or COMM 101
- 1 course in Mathematics
- 1 course in Natural Sciences
- 1 course in Social Sciences
- 1 course in Humanities/Fine Arts

*Courses taken to fulfill General Education requirements must be at the 100 level and above. Transitional Studies courses do not fulfill General Education requirements.

Responsibility: Vice President of Academic Services

References:

MOTION by Ms. Truesdell, with support by Mr. Bergan to approve the revised General Education Requirements for Graduates policy as presented.

ROLL CALL VOTE

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

APPROVED

General Education Requirements Waiver for Degree Holders and MTA Completers Policy

This new policy will waive general education requirements for students who a) have earned an equivalent associates degree, b) have completed the 30 credit hours specified in the Michigan Transfer Agreement, or c) have completed a bachelor’s degree or higher from an accredited college or university. This policy standardizes an existing practice to ensure consistency.

ACTION:

It was recommended that the Lake Michigan College Board of Trustees approve the General Education Waiver for Degree Holders and MTA Completers Policy as presented.

GENERAL EDUCATION REQUIREMENTS WAIVER FOR DEGREE HOLDERS AND MTA COMPLETERS

Office of Origin: Academic Services
Date Adopted:
Last Date Modified & Approved:

Policy Statement:

All general education requirements for AA, AAS, ABA, AGS, and AS degrees will be waived for students who a) have earned an AA, ABA, or AS degree, or an equivalent degree, or b) have completed the 30 credit hours specified in the Michigan Transfer Agreement (MTA). All general education requirements will also be waived for AAS and AGS degrees for students who have earned an AAS or AGS degree, or equivalent. All general education requirements for all degree types will be waived for students who have completed a bachelor’s degree or higher. This waiver also applies to basic skills prerequisites, i.e., English (E), mathematics (M), and reading (R).

All transfer credits must be earned from a college or university regionally accredited by an accrediting body recognized by the U.S. Department of Education.

This policy does not waive other degree and program requirements as outlined in the College catalog—including, but not limited to—residency credit requirement, minimum GPA, minimum credit hour requirements, and program-specific admission requirements. This waiver does not apply to specific course prerequisites.

Responsibility: Vice President of Academic Services

References: Questions regarding this policy should be directed to the Office of Academic Services at 269-927-8111.

MOTION by Mr. Bergan, with support by Dr. Maysick to approve the General Education Waiver for Degree Holders and MTA Completers Policy as presented.

ROLL CALL VOTE

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

Nays: None

Absent: Mr. Small

APPROVED

Wine and Culinary Education Center Infrastructure Bid

Bids have been received for the infrastructure work for the Wine and Culinary Education Center. The scope of work includes the installation of new water service, storm drain system, forced main sanitary system, bringing electrical power to the site and expanding the existing storm water detention basin. The low bid from Kalin Construction Company, Inc., Sodus, Michigan in conjunction with work items already completed or in progress exceeds our current \$1,000,000 State grant accepted by the Lake Michigan College Board of Trustees. We are therefore requesting that the project budget be increased to \$1,250,000. This includes a 10% construction contingency for the infrastructure work.

ALDS Architecture and Design, Benton Harbor, Michigan prepared the construction drawings and specifications for the Wine and Culinary Education Center infrastructure as described above and administered project bids. Bid documents were made available at the area plan houses and bidding was advertised in the local papers including the Herald Palladium, Grand Rapids Press, Kalamazoo Gazette and the Niles Daily Star.

The following are the bid results:

CPM Construction, Inc. St. Joseph, Michigan	\$1,062,540
Kalin Construction Company, Inc. Sodus, Michigan	\$642,217

ACTION:

It was recommended that the budget authorization for the Wine and Culinary Education Center be increased to \$1,250,000.

In addition we recommend that the Lake Michigan College Board of Trustees authorize the College administration to proceed with establishing a construction contract with the low bidder, Kalin Construction Company, Inc., Sodus, Michigan in the amount of \$642,217.

MOTION by Ms. Truesdell, with support by Dr. Lindley to increase the budget for the Wine and Culinary Education Center to \$1,250,000, and to authorize the College administration to proceed with establishing a construction contract with the low bidder, Kalin Construction Company, Inc., Sodus, Michigan in the amount of \$642,217.

ROLL CALL VOTE

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

Neas: None

Absent: Mr. Small

APPROVED

Board of Trustees 2017 Meeting Calendar

The Lake Michigan College Board of Trustees set their 2017 meeting calendar at tonight's meeting.

**BOARD OF TRUSTEES
2017 MEETING CALENDAR**

All regular meetings begin at 6:00 p.m. and will be held in the Executive Board Room at the Mendel Center unless noted otherwise
Board workshops begin at 3:00 p.m.

January 10, 2017 – Election of Officers

January 24, 2017

February Board Workshop Only – February 21, 2017

March 28, 2017

April 25, 2017

May 23, 2017 *(Bertrand Crossing)*

June 27, 2017

No Meeting in July

August 22, 2017

September 26, 2017 (*South Haven*)

October 24, 2017

No Meeting in November

December 5, 2017

MOTION by Ms. Truesdell, with support by Mr. Curry to accept the 2017 Board of Trustees meeting calendar as presented.

ROLL CALL VOTE

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

Neas: None

Absent: Mr. Small

APPROVED

Final Comments:

Ms. Truesdell commented how she though the Grand Opening ceremony for the Hanson Technology Center was over the top. She noted how everything about it was professionally done, starting with parking, directing all the guests; all the way through the entire process. Ms. Truesdell stated how wonderful it was to hear Mr. Hanson speak so eloquently about his experiences in this life. Ms. Truesdell commented that it was wonderful to see this first class project go up and become a reality, and she is proud to be a part of this institution.

Ms. Truesdell's sentiments were echoed by the trustees.

Mr. Bergan commented that to get it ready in that short amount of time was incredible. He stated that the college staff did a great job in those 14 months from shovels in the ground to the Ribbon Cutting.

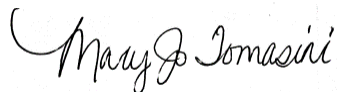
Mr. Curry commented that he is very pleased to be here, and is honored for the college and board of trustee's confidence in him. He stated he's been involved with the college for a long time, and

that his wife is an LMC distinguished alumna. Mr. Curry stated that this is our college; our community's college. He stated he is pleased to be here with everyone and their experience; it's going to be a lot of fun.

The trustees thanked Mr. Curry for his willingness to serve.

ADJOURNMENT

MOTION by Mr. Bergan with support from Dr. Maysick to adjourn the Regular Meeting of the Lake Michigan College Board of Trustees at 6:27 p.m.



Mary Jo Tomasini, Board Chair



Debra Johnson, Board Secretary