

Board of Trustees  
Minutes of the Regular Meeting  
Benton Harbor Campus  
October 24, 2017

**CALL TO ORDER**

Chair Lindley called the Regular Meeting of the Lake Michigan College Board of Trustees to order at 6:02 p.m. The meeting opened with the Pledge of Allegiance.

**ROLL CALL**

Present: Judy Truesdell, Dr. Michael Lindley, Paul Bergan, John Grover, Mary Jo Tomasini, Debra Johnson

Absent: Jeff Curry

**SETTING OF THE AGENDA**

The agenda stands as presented.

**APPROVAL OF MINUTES**

The minutes of the September 26, 2017 Regular Board Meeting were accepted as presented with a motion by Mr. Bergan supported by Ms. Truesdell.

**PETITIONS AND COMMUNICATIONS FROM THE FLOOR**

None

**PRESIDENT'S REPORT**

Dr. Kubatzke reported on the college's LMC Day held on October 13. Over 240 College employees and support services representatives, along with Lake Michigan College Board Vice Chair **Debra Johnson**, Secretary **Judy Truesdell**, and Trustee **Mary Jo Tomasini** attended the first LMC Day. The College closed for the day so all employees could participate in a variety of learning and engagement activities, along with recognition of new employees and presentation of employee service awards including recognition of 45 years of service by Business/Accounting Instructor **Erick Pifer**. Thomas Thibodeau, Professor of Servant Leadership, Viterbo University, provided the keynote address "*The Positive Power of Servant Leadership*." The College ended the day with Music Instructor **John Owens** and his Drum Line students performing.

Dr. Kubatzke stated that everyone at the college impacts the success of our students. We're here every day to give 110% to our students and to each other.

**DEPARTMENT REPORTS**

**Enrollment and Community Partnerships**

Mr. Schaffer reported on the South Haven campus. He stated that spring enrollment is in full force, and everyone is working with early college academies and middle college students.

Also, it is financial aid season. Applications became accessible this year on October 1 instead of students having to wait until after tax season to complete their FAFSA as in past years.

### **Student Engagement and Support**

Ms. Craig reported on advising and their work with the spring semester enrollment. Ms. Tomasini asked how the 15/5 rule is going. Ms. Craig stated there are some folks who are uncomfortable with this, however many are actively participating. Dr. Kubatzke stated the administration is modeling this rule.

### **Academic Affairs**

Dr. Kellogg introduced Dr. Gary Roberts, Dean, Arts and Sciences who introduced Ms. Monique Yoder, ESL instructor. Dr. Kubatzke presented Ms. Yoder with a gift on behalf of the college.

Dr. Kellogg reported on the college receiving a \$3 million Title III Grant to enhance a variety of student support initiatives, including the purchase of technology to help track student progress and trigger coaching, mentoring, and other support services for students. The initiatives will serve to expand and accelerate the college's Guided Pathways project which helps students set career goals and see more clearly how each course and credential they earn moves them closer to their educational goals and success in a chosen career. The five-year project will begin this month.

Mr. Bergan applauded the efforts of Dr. Kellogg and Mr. Schaffer and their diligence in writing and applying for the grant.

### **Administrative Services**

Ms. Erdman announced the college received approval of its Phase 200/300 Schematic Design submittal by the State of Michigan Budget office on October 12, 2017. The submittal has been forwarded to the State of Michigan Joint Capital Outlay Subcommittee for Construction Authorization.

## **NEW BUSINESS**

### **2018 Staff Health Benefits Renewal**

It was recommended that the Lake Michigan College Board of Trustees approve the 2018 Staff Health Benefits Renewal Proposal. Plan designs will remain unchanged, with one exception. Digital breast tomosynthesis, also known as 3D mammography, is a new screening and diagnostic breast imaging tool to improve the early detection of breast cancer. Currently, covered individuals may have access to a 3D mammogram, only if it is "medically necessary" requiring extensive prior authorization. Beginning January 1, 2018, individuals may elect this screening without prior authorization.

- Medical Plan – Blue Cross Blue Shield of Michigan Simply Blue Qualified High Deductible Health Plan (self-funded)
- Dental – Blue Cross Blue Shield of Michigan (self-funded)
- Vision – Guardian (self-funded)
- Life & LTD Vendor – CIGNA
- Voluntary Benefits to include
  - CIGNA - Voluntary life, AD&D, spouse and child life
  - BASIC - Flexible Spending Account
  - UNUM – Worksite benefits including critical illness, whole life and accident insurance
- Legal Shield – Legal plan and identity theft protection coverage

### **ACTION:**

The administration recommended that the Lake Michigan College Board of Trustees approve the 2018 Staff Health Benefits Renewal Proposal, as presented.

**MOTION** by Mr. Bergan, with support by Ms. Truesdell to approve the 2018 Staff Health Benefits Renewal Proposal, as presented.

### ROLL CALL VOTE

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

Nays: None

Absent: Mr. Curry

**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 Ms. Tomasini with support by Mr. Grover to approve the “80/20” method for faculty and staff for compliance with Public Act 152, as presented.

ROLL CALL VOTE

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

Nays: None

Absent: Mr. Curry

**APPROVED**

**Millage Oversight Committee**

A Millage Oversight Committee is being formed to review the use of capital millage funds, which was approved by the College’s district voters on November 8, 2016.

Lake Michigan College  
Millage Community Oversight Committee

Purpose:

The Lake Michigan College Millage Community Oversight Committee (Oversight Committee) is a group of community members appointed by the College Board of Trustees to review the use of capital millage dollars approved by the Lake Michigan College district voters on November 8, 2016.

The Oversight Committee will provide input on the projects that are being funded by the capital millage as set forth in the College’s master capital plan. The Oversight Committee is intended to provide accountability and communication on behalf of the Board of Trustees to the members of the College district.

The Oversight Committee will be in existence until completion of all capital projects funded by the capital millage proceeds or until 90% of the capital millage proceeds have been expended.

Responsibilities:

- Review planned capital projects funded by capital millage proceeds to ensure that they align with the purposes presented to the voters on the November 2016 ballot issue
- Communicate the work of the Oversight Committee to the community

#### Appointment Process:

The College President, on behalf of the Board of Trustees, will solicit individuals to serve on the Oversight Committee. The slate of prospects will be reviewed and approved by the College Board of Trustees prior to appointment.

Appointment will be for a 2-year period. Appointments may be renewed for additional term(s) at the discretion of the Board of Trustees.

#### Meetings:

The Oversight Committee will have regular meetings twice a year. Additional meetings, if needed, may also be scheduled.

Minutes of the meetings will be taken and shared with the Board of Trustees for review. Oversight Committee minutes will be made available to the public on the Lake Michigan College website.

### **Lake Michigan College Millage Community Oversight Committee Member Roster**

#### **South Haven area**

**Brian Dissette**, City Manager, City of South Haven

#### **Benton Harbor**

Bryan Joseph, Dtr., Sales & Marketing, Michigan Pizza Hut

#### **Saint Joseph**

**Dan Mitchell**, President, Hanson Mold

#### **At-Large**

**Jenn Hoover**, Dtr., Finance & Operations at the School of Architecture, Notre Dame

**Tom Starks**, Owner, Starks Family Funeral Homes &  
Cremation

#### **Niles area**

Mike Hildebrand, Oronoko Township Supervisor

#### **Students**

Traditional Student or Student Body President

Non-Tradition Student

#### **Board of Trustee Representatives**

Paul Bergan

Debra Johnson

Michael Lindley

#### **Staff**

Trevor Kubatzke

Kelli Hahn  
Anne Erdman  
Leslie Kellogg

**ACTION:**

It was recommended that the Board of Trustees appoint the membership roster as presented.

**MOTION** by Mr. Bergan, with support by Ms. Johnson to appoint the Millage Oversight Committee membership roster as presented.

ROLL CALL VOTE

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

Nays: None

Absent: Mr. Curry

**APPROVED**

**Board of Trustees 2017 Meeting Calendar Revision** A modification to the 2017 Board of Trustees Meeting Calendar is proposed. The requested change is to move the December 5, 2017 meeting to December 7, 2017.

**ACTION:**

It was recommended that the Lake Michigan College Board of Trustees approve a modification to the 2017 Board of Trustees Meeting Calendar as proposed. The requested change is to move the December 5, 2017 meeting to December 7, 2017.

**MOTION** by Mr. Bergan, with support by Mr. Grover to approve a modification to the 2017 Board of Trustees Meeting Calendar as proposed. The requested change is to move the December 5, 2017 meeting to December 7, 2017.

ROLL CALL VOTE

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

Nays: None

Absent: Mr. Curry

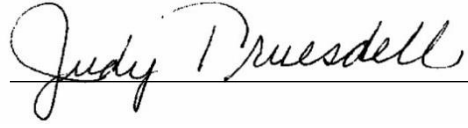
**APPROVED**

**ADJOURNMENT**

MOTION by Mr. Bergan to adjourn the Regular Meeting of the Lake Michigan College Board of Trustees at 6:22 p.m.



Michael Lindley, Chair



Judy Truesdell, Secretary