

Lake Michigan College
Board of Trustees Regular Meeting Minutes
Todd Center Benton Harbor Campus
Virtual option <https://LakeMichiganCollege.zoom.us/j/92266528018>
June 22, 2021, 5:00 pm

CALL TO ORDER

Chair Curry called the Meeting of the Lake Michigan College Board of Trustees to order at 5:03 p.m. Chair Curry opened the meeting with the Pledge of Allegiance.

ROLL CALL:

Present: Mr. Jeff Curry, Mr. John Grover, Ms. Ms. Joan Smith virtually from Sodus MI, Ms. Vicki Burghdoff, Dr. Michael Lindley, Ms. Debra Johnson
Absent: Ms. Mary Jo Tomasini

SETTING OF THE AGENDA

The agenda stands as presented.

APPROVAL OF MINUTES

Minutes of the May 25, Board meeting were approved as presented with a Voice Vote.

PETITIONS AND COMMUNICATIONS FROM THE FLOOR

None

PRESIDENT'S REPORT

Mr. Doug Schaffer and Ms. Gloria Ender presented the Lake Michigan College Foundation's current slate officer for acceptance by the Board of Trustees.

2021-22 FOUNDATION BOARD OF DIRECTORS APPOINTMENTS

Public Directors (3 year terms)

- Randy Bettich
- John Brinker
- Scott Dienes
- Craig Erikson
- Kelly Ferneau
- Dr. Steven Hadaway
- John Janick

College Directors

- Jeff Curry – Standing member as BOT Chair

- Dr. Trevor Kubatzke – Standing member as College President
- Kelli Hahn – Standing member as College CFO
- Kevin Miller – Standing member as Alumni Assoc. Chair
- Doug Schaffer – Standing member as Executive Director/Secretary of Foundation Board (non-voting)

Board of Trustees Appointees

- Mary Jo Tomasini – BOT Appointee
- Vicki Burghdoff – BOT Appointee

Executive Committee

- Gloria Ender (Chair) – President, LMC Foundation Board
- David Schaffer – Interim Vice President, LMC Foundation Board
- Dr. Trevor Kubatzke – President, LMC
- Kelli Hahn – CFO, LMC & Treasurer, LMC Foundation Board
- Mary Jo Tomasini – Appointee, LMC Board of Trustees
- Scott McFarland – at-large appointee, LMC Foundation Board

Board Development Committee

- Scott McFarland – Chair
- Deb O'Connor
- Kelly Ferneau
- Gloria Ender
- Bob Burch
- Randy Bettich – at-large appointee, LMC Foundation Board
- Doug Schaffer – Secretary, LMC Foundation Board (non-voting)

Finance & Investment Committee

- Kelli Hahn – Chair
- Gloria Ender
- David Schaffer
- Randy Bettich
- John Brinker
- Scott Dienes
- Mike Carlson
- Tina Vaught
- Jim Marohn
- John Janick
- Dr. Steven Hadaway

ACTION

It was recommended that the Lake Michigan College Board of Trustees confirm the appointments and re-election of Foundation Board members as presented.

MOTION by Dr. Lindley with support by Ms. Burghdoff to confirm the appointments and re-election of Foundation Board members as presented.

VOICE VOTE

APPROVED

President's Report Continued

Dr. Kubatzke gave an update on the Governor's and the Michigan Occupational Safety and Health Administration (MIOSHA) COVID recommendations for the College. He stated that under MIOSHA, the College should continue to recommend masks and social distancing for unvaccinated people. The College is producing a flyer to display college-wide to encourage these recommendations.

Dr. Kubatzke also reported that summer enrollment is up over last year with the help of the Frontliners and Reconnect programs.

Academic Affairs

Dr. Leslie Kellogg reported on fall semester planning and the increase of face to face instruction. She shared information on a software scheduling package that will be implemented over the next academic year which will build a schedule that is truly student-centric to help students graduate on time.

Old Business

POLICY REVISIONS

As part of ongoing efforts to review college policies in support of continuous quality improvement efforts, the following policy revisions have been presented to the Board of Trustees as a second read for review and/or approval.

Second Read

1. Grade Assignment and Grade Point Average
2. Facilities Rental

ACTION:

College Administration recommended that the Board of Trustees approve the policy revisions as presented.

MOTION by Mr. Grover with support by Ms. Johnson to approve the policy revisions as presented.

VOICE VOTE

APPROVED

GRADE ASSIGNMENT AND GRADE POINT AVERAGE (GPA)

Office of Origin:	Academic Affairs & Student Affairs
Responsibility:	Provost and Vice President of Academic Affairs; Vice President of Student Affairs
Original Date Adopted:	
Dates Reviewed:	09-22-09; 05-15-18; 06-26-18
Last Date Approved:	04-13-21, 6-22-21

The following applies to all academic credit course offerings at Lake Michigan College.

Final Grades

Students who have completed all course requirements as defined by the instructor will be issued a final grade based upon the scale listed below. Final grades are posted to students' official transcript of record as submitted by the instructor.

Incomplete Grades

An "I" is computed in the GPA as an "E" and may affect financial aid, housing, or athletic eligibility. An "I" grade can be extended at the discretion of the instructor.

All grade changes must be made within one semester of their issuance.

See Registration Policy for information regarding Withdrawals ("W" grade). A "W" grade is not calculated in the GPA, but may affect completion rate for financial aid. See financial aid policies for more information.

Mid Term Grades

Mid-term grades do not affect the GPA and are not posted to the student's official transcript of record.

Mid-term grades are used to help faculty, staff, and students track student progress and success in each class, as well as allow efficiency in Financial Aid processing decisions. Student accounts will be reviewed upon mid-term grade submission and the Financial Aid Office and Academic Advising staff will be notified of failing grades, withdrawals, or otherwise insufficient grades.

Reporting and Availability of Grades

Mid-term grades are submitted on the Monday of the mid-point of each part of term. Specific dates are listed in the Academic Calendar. Final grades are submitted on the Tuesday following the end of the full term. Specific dates are listed in the Academic Calendar.

All grades are submitted via WaveLink by the instructor of record for the class. Exceptions are made only in extreme situation such as the hospitalization or death of the instructor, in which case the Registrar may collect and enter the grades and document the exception.

Mid-term grades are available to students through WaveLink upon submission by the instructor. Final grades are available to students through WaveLink beginning the Thursday after the end of the full term. Specific dates are listed in the Academic Calendar.

Grade Point Average (GPA)

Grade point average (GPA) is used to determine a student's academic standing, financial aid eligibility (including grants, loans, and scholarships), eligibility for graduation, dean's list and other academic awards, second-admit program entrance, and often for transfer to a four-year university for further study.

Grades for courses below 100 level (transitional courses) are included in the GPA but cannot be used to fulfill graduation requirements.

Grade Scale and GPA Calculation

Letter grades are assigned a point value as indicated below. Cumulative GPA is calculated by multiplying the point value of each grade by the credit value of the course, adding the total number of points earned, and then dividing by the total number of credits. For information regarding how repeated courses affect the calculation of the cumulative GPA refer to the Course Repeat Policy.

Grade	Points
A+	4.00
A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
D+	1.33
D	1.00
D-	0.67
E	0.00

References: Course Repeat Policy
Registration Policy
SAP for Financial Aid Policy
Academic Recognition Policy
Credential Completion and Graduation Policy

FACILITY RENTAL

Office of Origin: Facilities Management & Mendel Center Operations
Responsibility: Executive Director, Mendel Center Operations;
Executive Director, Facilities Management; Director of
Regional Campuses
Original Date Adopted: 06-23-92
Dates Reviewed: 08-13-08, 3-24-21 (C)
Last Date Board Approved: 03-09-21, 6-22-21

Lake Michigan College (the College) is committed to continuously improving academic excellence, student success, and community impact to help individuals and communities grow. College's facilities are intended to be used for academic classes, continuing education programs, business and industry training, other learning experiences, and community activities. College academic classes and internal use needs are the first priority, and space will be provided without room rental charges. Rental of space to outside agencies or persons must be for programs related to the College mission: "Together we empower people and communities to thrive through education, innovation and experiences".

Rental of space is at the discretion of the College.

Rental rates are based on market value and include, at a minimum, covering the College's cost associated with the rental event. Rates are reviewed annually by the President's Cabinet. The College has the right to sponsor, discount or waive any or all rental fees.

References: Facilities Rental Procedures

NEW BUSINESS

POLICIES

Board of Trustees Meeting Minutes **DRAFT** UNTIL APPROVED AT NEXT SCHEDULED MEETING

06.22.2021

The following policies have been carried over to the next scheduled Board meeting for further review.

First Read

1. Flexible Scheduling and Remote Work Options
2. Work Hours and Scheduled Hours

FLEXIBLE SCHEDULING AND REMOTE WORK OPTIONS

Office of Origin:	Human Resources
Responsibility:	Executive Director, Human Resources
Original Date Adopted:	TBD
Dates Reviewed:	TBD
Last Date Board Approved:	TBD

In the interest of employee work/life balance, non-traditional work schedule requests (flexible scheduling and remote work options) may be considered.

Approved flexible schedules and remote work options:

- Are subject to a 90-day trial period to assess their impact and effectiveness.
- Will be reviewed at least annually to evaluate ongoing effectiveness after successful completion of the trial period.
- Require that exempt employees must depart from a flexible schedule to perform their jobs duties, as needed.
- Acknowledge that non-exempt employees may be asked to work overtime regardless of a flexible schedule.
- Require that all employees depart from a remote work arrangement to perform duties on campus, as necessary.
- May be suspended or cancelled at any time by the College.
- Require written approval from the department supervisor if an employee wishes to change or cancel the flexible schedule or remote work arrangement.

Flexible Scheduling Options

The department supervisor is responsible for determining which, if any, of the flexible scheduling options below are appropriate for the department. This may include considering individual flexible schedule requests, or, alternatively, requiring an entire department or shift to adopt a flexible scheduling arrangement. To determine if a flexible scheduling request or requirement is appropriate, the department supervisor will assess the impact on work production, quality, and absenteeism, as well the best interest of the department, College, and employee(s).

Individual flexible scheduling arrangements are not appropriate for all employees or

positions, and are not a guaranteed employee benefit. The nature of the work and responsibilities must be conducive to a flexible schedule without causing significant disruption to performance, department operations, delivery of services, or workload increase for co-workers. In addition, for an individual flexible schedule to be considered, the employee must normally have been employed for a minimum of 6 months and have a satisfactory attendance record, meet all performance expectations in their current role, and consistently demonstrate the ability to complete tasks and assignments on a timely basis.

Subject to supervisor approval, the following flexible scheduling options may be available:

- Flextime provides up to 2 hours of flexibility in an employee's set scheduled starting and ending times for their 8-hour workdays. For instance, an employee might prefer to begin work earlier (i.e., 7:00 am) and leave earlier (i.e., 3:30 pm), while another employee may prefer to start later and work later.
- Compressed Workweek Option 1 allows an employee to work 10 hours per workday, reducing the workweek to 4 days a week.
- Compressed Workweek Option 2 allows an employee to work 9-hour workdays Monday through Thursday and 4 hours each Friday.

Although approved flexible scheduling arrangements may change an employee's workdays and/or hours, the employee must still work their regularly scheduled total number of hours per week. Vacation time may not be used to reduce or alter a regular work schedule on an ongoing basis as it is intended to provide restorative time away from work or the opportunity to occasionally address personal matters.

Remote Work (Telecommuting) Options

In general, the College's success relies upon personal interaction and relationship-building between employees and students, colleagues, and community members. Many duties, processes, and circumstances require performance of work duties on-site. However, certain positions' roles and duties may be accomplished by an employee working remotely at times/intermittently (such as working offsite for a few days to facilitate work on a specific project) or on a part-time basis. Remote work on a full-time basis will be considered appropriate for very few positions.

Remote work is not an entitlement or a College-wide benefit, and in no way alters the terms and conditions of employment with the College. The College must approve any remote work arrangement, and all approved remote work must be carried out in accordance with the Remote Work Agreement (see below.) A remote work arrangement may be changed or discontinued by the College at any time at will or based upon regulatory requirements, nature of the work, or changing needs of the department. Every effort will be made to provide 30 days' notice of such change; there may be instances, however, when no notice is possible.

A remote work arrangement will not change an employee's job duties and responsibilities, unless the College decides that a short-term change is in the best interest of all concerned (the employee, coworkers, community members, and the College as a whole).

Application

To be eligible for consideration for an ongoing remote work arrangement, an employee must submit a Remote Work Request form to Human Resources (HR.) An employee should only submit a request form after having been employed for at least 6 months, have job performance at a fully satisfactory level, and have no apparent need for direct instruction or oversight in order to carry out their work duties.

Upon submission of a Remote Work Request form, HR will determine if an employee can feasibly complete work activities remotely. For some positions, it may be clear that duties cannot practicably be completed offsite (e.g., those requiring work on machines or equipment in campus buildings, who have direct contact with customers or members of the public or responsible for direct day-to-day oversight of on-site operations.)

If it is not clear if (or to what extent) an employee can feasibly complete work activities remotely, each situation will be evaluated on a case-by-case basis, considering factors such as:

- Impact of remote work on business operations
- Ability to meet the needs of students, co-workers, and the community
- Effect on timeliness and quality
- Confidentiality concerns
- Availability of information/data security protections
- Availability of a conducive remote work environment

Expectations

If the request is approved, the employee will be required to sign a Remote Work Agreement indicating that they agree to certain conditions.

Assessment

Evaluation of remote work arrangements during the trial period will include regular interaction by phone and e-mail between the employee and the supervisor, and regular face-to-face meetings to discuss work progress and any concerns. At the end of the trial period, the employee and supervisor will each submit an evaluation of the arrangement to HR and make a recommendation for continuance or modifications. Evaluation of remote worker performance beyond the trial period will be consistent with that received by employees working on campus in both content and frequency.

References: COVID-19 Temporary Remote Work policy
Remote Work Request form
Remote Work Agreement

WORK HOURS AND SCHEDULED HOURS

Office of Origin:	Human Resources
Responsibility:	Executive Director, Human Resources
Original Date Adopted:	TBD
Dates Reviewed:	TBD
Last Date Board Approved:	TBD

Work schedules for employees of Lake Michigan College (the College) will be designed to meet the needs of the department and the College in providing readily available, effective service for students, co-workers, and the community. Days and hours of work may be changed at any time to meet department or College needs; when this is necessary, every effort will be made to provide at least 2-weeks' notice.

The work week is defined as Sunday through Saturday.

Normal business days/hours are Monday through Friday, 8:00 am to 5:00 pm. However, the nature of certain departments' work or services may require hours of operation outside of normal business hours. In addition, the College may modify its normal business days/hours outside of the academic year (e.g., close on Fridays.)

Full-time employees are regularly scheduled to work 40 hours per week. Full-time employees are to typically work at least 8 hours during normal business days/hours unless a flexible scheduling request is granted.

Employees who are not exempt from the overtime requirements of the *Fair Labor Standards Act* ("classified employee") are required to accurately record all hours worked using the College's time-keeping system. Hours worked in excess of a classified employee's scheduled work day or workweek require advance supervisory approval.

References: *Flexible Scheduling And Remote Work Options* policy

NEW BUSINESS

FISCAL YEAR 2022 OPERATING AND CAPITAL BUDGETS

Ms. Kelli Hahn, Chief Financial Officer presented the College's Fiscal Year 2022 Operating and Capital Budgets for the Board's approval.

ACTION

It was recommended that the Fiscal Year 2022 Operating and Capital Budgets be approved as presented.

MOTION by Dr. Lindley with support by Ms. Burghdoff to approve the Fiscal Year 2022 Operating and Capital Budgets as presented.

ROLL CALL VOTE

Yeas: Jeff Curry, John Grover, Debra Johnson,
Michael Lindley, Joan Smith, Vicki Burghdoff

Nays: None

Absent: Mary Jo Tomasini

APPROVED

CAMPUS STOREFRONT REPLACEMENT

Campus Storefront Replacement project includes replacement of the aluminum doors and frames for the northwest entrance along D-Wing (door #3), the north center entrance to C-Wing (door #5) and the Kidzone north entrance to B-Wing (door #10) at Main Building and the southwest entrance along the promenade (door #3) and the Grand Upton Hall entrance (door #6) at Mendel Center. Work scope is similar to the recent replacements at the west end of C-Wing at Main Building and the Hanson Theatre entrance to Mendel Center (door #2). New ADA operators will replace the existing at each entrance. The existing entrances are beyond their useful life.

Wightman conducted the bidding process on behalf of the College. Bids were received on May 19, 2021 from four companies and publically opened via Zoom. Based on the review of the bid proposals, and post-bid interview, the low bidder, Roggow Construction Company (St. Joseph, MI) is recommended for award for the Main building storefront, Mendel Center storefront and Alternate 1.

	Brussee/ Brady, Inc.	McGuire's Professional Construction	Pearson Construction Company Inc.	Roggow Construction Company
Main Bldg. Storefront	\$49,500.00	\$43,216.00	\$43,630.00	\$34,820.00
Mendel Center Storefront	\$77,700.00	\$62,538.00	\$71,265.00	\$66,603.00
Alternate 1 – Main Bldg. Door #10	\$23,200.00	\$17,250.00	\$17,940.00	\$20,900.00
Total Base Bid	\$150,400.00	\$123,004.00	\$132,835.00	\$122,323.00

In addition to project architectural fees, it is recommended to maintain a 7% contingency for the project. Work will be coordinated with each building and is planned to be completed prior to fall 2021 semester start.

ACTION:

The College Administration recommended that the Lake Michigan College Board of Trustees authorize Campus Storefront Replacement project for a total project amount of \$146,410 and a contract award amount of \$122,323 to Roggow Construction Company for this project.

MOTION by Ms. Burghdoff with support by Mr. Grover to authorize Campus Storefront Replacement project for a total project amount of \$146,410 and a contract award amount of \$122,323 to Roggow Construction Company for this project.

ROLL CALL VOTE

Yeas: Jeff Curry, John Grover, Debra Johnson,
Michael Lindley, Joan Smith, Vicki Burghdoff

Nays: None

Absent: Mary Jo Tomasini

APPROVED

CAPITAL PROJECT – CLOSET SWITCH REPLACEMENT

The College’s closet switches include 47 devices that are end-of-life and no longer supported by the vendor (Cisco) if technical issues arise.

Switches are key building blocks for any network; they connect multiple devices, such as computers, wireless access points, printers, and servers. A switch enables connected devices to share information and talk to each other. Accordingly, having reliable, supported, and secured switches are crucial to the College’s IT network.

Replacement of the closet switches will also provide updated technology that supports student success and academic excellence by providing reliable and secure data distribution throughout the College. In addition, the new closet switches will ensure better network security through continued patching and updates of firmware and services.

In compliance with the College’s *Purchasing* policy, a Request for Proposal (RFP) for the

closet switch replacements was issued. The RFP was sent to the following companies, and their responses are below:

CDW-G	Did not bid
Zones	Did not bid
Insight	\$220,246.23
B&H Photo	Did not bid

The proposal received was reviewed and graded relative to pre-determined criteria including specs, experience, capability, approach, fee, and references.

ACTION:

The College Administration recommended that the Lake Michigan College Board of Trustees authorize College administration to bind a contract with the low bidder, Insight, in an amount not to exceed \$220,246.23.

MOTION by Mr. Grover with support by Ms. Burghdoff to authorize College administration to bind a contract with the low bidder, Insight, in an amount not to exceed \$220,246.23.

ROLL CALL VOTE

Yeas: Jeff Curry, John Grover, Debra Johnson,
Michael Lindley, Joan Smith, Vicki Burghdoff

Nays: None

Absent: Mary Jo Tomasini

APPROVED

WFF CUSTODIAL SERVICES

WFF Facilities Services (WFF) has continued to be an outstanding partner with the College in providing high quality custodial services. They have also been critical part of developing the College response to the COVID-19 pandemic. They have been on the front-line and continued providing services throughout the shutdown as essential workers, supporting the safety protocols needed to allow other essential Facilities workers to care for our facilities. Their early adaptation of safety protocols and strict adherence to all CDC guidance undoubtedly contributed to the excellent record of low COVID positive cases at the College during the 2020 year and now into 2021. They have an exceptional understanding of the College needs, long-time dedicated employees serving those needs, and are in a unique position to support the reopening of our facilities as we shift out of the pandemic.

In addition to the College reopening, we are also bringing new spaces in L-Wing online, including the new expanded teaching kitchen. The additional year of contracted service will allow better understanding of College needs to propose in the next contract proposal request while continuing the aggressive cleaning protocols already in place to keep the College employees, students and guests safe.

Increases from fiscal year 2021 include a .50/hr. raise for WFF staff and one additional WFF full-time employee to support the cleaning needs of our L-Wing beginning in September.

ACTION

It was recommended that the Board of Trustees extend the WFF Facilities Services contract services in the amount of approximately \$862,318 for 12 months ending June 30, 2022.

Custodial Services for the contract year ending June 30, 2022 will again be selected through a formal *Request for Proposal* bid solicitation process.

MOTION by Dr. Lindley with support by Mr. Grover to extend the WFF Facilities Services contract in the amount of approximately \$862,318 for 12 months ending June 30, 2022. Custodial Services for the contract year ending June 30, 2022 will again be selected through a formal *Request for Proposal* bid solicitation process.

ROLL CALL VOTE

Yeas: Jeff Curry, John Grover, Debra Johnson,
Michael Lindley, Joan Smith, Vicki Burghdoff

Nays: None

Absent: Mary Jo Tomasini

APPROVED

CERTIFICATION OF APPOINTMENTS 2021-2022 MCCA BOARD OF DIRECTORS

The Michigan Community College Association (MCCA) Bylaw, Article VII, Sec. 1 and 2 requires each member college to certify to the Secretary of the Association prior to July 15 each year its representatives to the MCCA Board of Directors. The representatives must be the chief administrative officer of the College and one member of the College's governing board. Each College Board is also required to designate an alternate governing board member.

Chair Curry announced the appointment of the Lake Michigan College Board of Trustees representatives to the Michigan Community College Association Board of Directors for July 1, 2021 through June 30, 2022.

**CERTIFICATION OF APPOINTMENT
2021-2022 MCCA BOARD OF DIRECTORS
MICHIGAN COMMUNITY COLLEGE ASSOCIATION**

CERTIFICATION FORM

At a Regular meeting of the Board of Trustees or Board of
(Special/Regular)
Education of Lake Michigan College held on 6/22/21
(College) (Date)
the following were designated as the chief administrative officer and governing board
representatives of Lake Michigan College to the Board of Directors of
(College)
the Michigan Community College Association for the year beginning July 1, 2021 and
ending June 30, 2022.

MCCA BOARD OF DIRECTORS REPRESENTATIVES

President/Chancellor Director	<u>Dr. Trevor A. Kubatzke</u> (Name)	
Trustee Director	<u>Jeff Curry</u> (Name)	<u>Chair</u> (Board Title)
Alternate Trustee Director	<u>John Grover</u> (Name)	<u>Vice Chair</u> (Board Title)
Submitted by:	 <u>Dr. Trevor A. Kubatzke, President</u> (Signature of Authorized Agent)	
	<u>6/22/21</u> (Date)	

MOTION by Dr. Lindley with support by Ms. Burghdoff to accept the appointment of the Lake Michigan College Board of Trustees representatives to the Michigan Community College Association Board of Directors for July 1, 2021 through June 30, 2022.

VOICE VOTE

APPROVED

2021 BOARD OF TRUSTEES MEETING CALENDAR

A modification to the 2021 Board of Trustees Meeting Calendar is proposed. The requested change is to move the September 28, 2021 meeting to September 21, 2021.

**BOARD OF TRUSTEES
2021 MEETING CALENDAR**

January 4, 2021 – Organizational Meeting – 9:00 am
<https://LakeMichiganCollege.zoom.us/j/98839436372>

Board of Trustees Meeting Minutes **DRAFT** UNTIL APPROVED AT NEXT SCHEDULED MEETING

06.22.2021

January 26, 2021

<https://LakeMichiganCollege.zoom.us/j/91751699155>

February 23, 2021

<https://LakeMichiganCollege.zoom.us/j/96407818512>

March 23, 2021

<https://LakeMichiganCollege.zoom.us/j/92124496320>

April 27, 2021

<https://LakeMichiganCollege.zoom.us/j/5636392178>

May 25, 2021 – Todd Center 1301

Virtual option: <https://LakeMichiganCollege.zoom.us/j/95009072415>

June 22, 2021 – Todd Center 1301

Virtual option: <https://LakeMichiganCollege.zoom.us/j/92266528018>

No Meeting in July

August 24, 2021 – Todd Center 1301

Virtual option: <https://LakeMichiganCollege.zoom.us/j/91979882290>

~~September 28, 2021~~ – ~~September 21, 2021~~ Todd Center 1301

October 26, 2021 (*South Haven*)

No Meeting in November

December 7, 2021 – Todd Center 1301

MOTION by Dr. Lindley with support by Ms. Burghdoff to approve the modification to the 2021 Board of Trustees Meeting Calendar moving the September 28, 2021 meeting to September 21, 2021.

VOICE VOTE

APPROVED

PRESIDENT'S EVALUATION

Board Chair Jeff Curry presented President Kubatzke's evaluation at today's meeting.

MOTION by Dr. Lindley with support by Ms. Johnson to accept the President's evaluation and rider effective July 1, 2021.

ROLL CALL VOTE

Yeas: Jeff Curry, John Grover, Debra Johnson,
Michael Lindley, Joan Smith, Vicki Burghdoff

Nays: None

Absent: Mary Jo Tomasini

APPROVED

ADJOURNMENT

MOTION by Mr. to adjourn the Regular Meeting of the Lake Michigan College Board of Trustees at 5:22 p.m.

Respectfully submitted by



Joan Smith
Treasurer, Lake Michigan College Board of Trustees