

Call to Order

Vice Chair Grover called the Meeting of the Lake Michigan College Board of Trustees to order at 5:00 p.m. Mr. Grover opened the meeting with the Pledge of Allegiance.

Roll Call

Present, John Grover, Mary Jo Tomasini, Joan Smith, Vicki Burghdoff
Absent: Jeff Curry, Debra Johnson, Michael Lindley

Setting of the Agenda

The agenda stands as presented.

Approval of Minutes

Minutes of the September 21, 2021 Board meeting were approved as presented.

Petitions and Communications from the Floor

None

President's Report

President Kubatzke gave an update on the positive outlook for the College's Spring enrollment as applications are coming in.

Academic Affairs

Dr. Kellogg, Provost and Vice President, Academic Affairs introduced Mr. Jeremy Burleson, Director of Regional Campuses who gave an update on the South Haven campus and the activities of the past year. Mr. Burleson thanked the Board of Trustees for their continued support and also introduced his South Haven campus staff, Ms. Kerri McGarr, Lead Generalist and Ms. Julia DeGroot, Academic Advisor.

Old Business

None

New Business

Medical Insurance Benefits Renewal

The Plan Year for the College's medical insurance (i.e., health/Rx, dental, and vision) covers a 12-month period from January 1 to December 31. Open Enrollment, the period when employees can enroll in the medical insurance plans, is held annually in November. Accordingly, the Board of Trustees are asked each October to approve the carriers for medical insurance for the upcoming calendar year.

To comply with Public Act 106, the College used Gallagher Benefit Services to solicit bids for medical insurance. Plan design, carriers, and funding arrangements were considered during this process.

Based on our analysis of the bids, the following carriers are proposed for approval:

- Medical/Rx – Priority Health (self-funded)
- Dental – Blue Cross Blue Shield of Michigan (self-funded)
- Vision – Guardian / VSP (self-funded)

The following benefits and optional coverages will also continue to be offered:

- Disability: long-term benefit provided by College with optional short-term
- Flexible spending accounts: optional
- Legal Shield legal plan and identity theft protection insurance: optional
- Life and AD&D (accidental death and dismemberment) insurance: basic provided by College, additional coverage optional
- Critical illness, whole life, and accident insurance: optional
- Pet insurance: optional

Public Act 152 Recommendation

In 2011 the Michigan Legislature passed *Public Act 152* (PA152), which limits the amount that a public employer may contribute to annual employee healthcare costs. PA152 includes options for compliance, namely either:

- 1) “Hard Cap” option, whereby a public employer may not pay more than the dollar limits established annually by the State of Michigan;
- 2) “80%/20%” option, whereby a public employer may not pay more than 80% of the total annual costs of all of the medical benefit plans it offers to its employees.

Action

It was recommended that the Lake Michigan College Board of Trustees approve the 2022 medical insurance carriers presented above, and to adopt the resolution selecting the 80%/20% option, as this option is the least costly to employees.

Motion by Ms. Tomasini with support by Ms. Smith to approve the 2022 medical insurance carriers presented above, and to adopt the resolution selecting the 80%/20% option, as this option is the least costly to employees.

Roll Call Vote

Yeas: John Grover, Joan Smith, Mary Jo Tomasini,
Vicki Burghdoff

Lake Michigan College
Board of Trustees Meeting Minutes
October 26, 2021

<https://LakeMichiganCollege.zoom.us/j/96986347953>

Nays: None

Absent: Jeff Curry, Debra Johnson, Michael Lindley

Approved

RESOLUTION to Adopt 80%/20% Option as Set Forth in 2011 Public Act 152, The Publicly Funded Health Insurance Contribution Act

WHEREAS, in 2011 the Michigan Legislature passed Public Act 152 (“PA152”), which limits the amount that a public employer may contribute to annual employee healthcare costs;

WHEREAS, PA152 contains options for complying with its requirements;

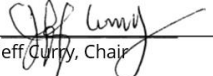
WHEREAS, the options for public employer contributions to employee healthcare are as follows:

- 1) “Hard Caps” Option – a public employer shall pay not more than the dollar limits established annually by the State of Michigan;
- 2) “80% / 20%” Option – a public employer shall pay not more than 80% of the total annual costs of all of the medical benefit plans it offers to its employees;

WHEREAS, Lake Michigan College has decided to adopt the 80%/20% option as its choice of compliance under PA152;

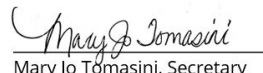
NOW, THEREFORE, BE IT RESOLVED Lake Michigan College elects to comply with the requirements of 2011 Public Act 152, the *Publicly Funded Health Insurance Contribution Act*, by adopting the 80%/20% option for the medical benefit plan coverage year January 1, 2022 through December 31, 2022.

Adopted this day, October 26, 2021
Lake Michigan College Board of Trustees


Jeff Curry, Chair


John Grover, Vice Chair


Joan Smith, Treasurer


Mary Jo Tomasini, Secretary


Vicki Burghdoff, Trustee


Michael Lindley, Trustee


Debra Johnson, Trustee


Dr. Trevor A. Kubatzke, President

Institutional Research (IR) Contracted Services

The College has been challenged historically in obtaining timely, accurate, high quality, accessible, and validated data which supports state and federal compliance, measuring achievement of College-wide goals as well as providing a culture of data informed decision making. The College’s difficulties over this period of time and the increased institutional need for data has prompted the College to take action for improvement and seek outside expertise. Accordingly, having a sustained partnership that guarantees timely and tailored actions in this highly specialized and technical area is crucial to the institution’s growing need of reliable data.

In compliance with the College's *Purchasing* policy, a Request for Proposal (RFP) for was issued. The RFP was sent to the following companies, and their responses are below:

- Dynamic Campus \$1.722 million
- Ellucian Did not bid
- Lodestar Did not bid
- Strata Information Group (SIG) Did not bid
- Dave Kent Consulting Did not bid
- Marsha Griggs Did not bid

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

Benefits of this partnership include:

- A fulltime onsite Institutional Research Administrator that has expertise and compliments the current IR staff also supported and assisted by remote resources from the Dynamic Campuses shared team of professionals.
- Strengthens the College's data governance to prioritize known data processing problem areas, expands the College's repositories (data dictionary and data standards libraries), develops cross-functional data security across the College's divisions.
- Full inventory of data systems, integrations, and the mapping of all data flow which will unify the enterprise reporting infrastructure.
- Rebuilding and designing the data pipeline and all core reports while removing barriers. This will assist in the production on timely reports on a validated reporting calendar.
- Creation of real-time dashboards showing metrics specific to each functional area.
- Improvement of all processes, controls, and integrations to clean and verify data in order to reduce risk of error in institutional data and reporting.
- Enhance enterprise system utilization to support data validation and clean-up.
- Promotion of data literacy across the institution to improve the understanding on how to gain insight and meaning from data.

Action

It was recommended that the Lake Michigan College Board of Trustees authorize College administration to bind a contract with the bidder Dynamic Campus, in an amount not to exceed \$1.722 million over 3 years.

Motion by Ms. Burghdoff with support by Ms. Smith to authorize College administration to bind a contract with the bidder Dynamic Campus, in an amount not to exceed \$1.722 million over 3 years.

Roll Call Vote

Yeas: John Grover, Joan Smith, Mary Jo Tomasini,
Vicki Burghdoff

Nays: None

Absent: Jeff Curry, Debra Johnson, Michael Lindley

Approved

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Community College Local Strategic Value Resolution



Local Strategic Value Report
Tuesday, October 26, 2021

Produced by the LMC (Lake Michigan College) Executive Council
Reviewed by the LMC President's Cabinet 10/13/21
For Board Approval by the LMC Board of Trustees 10/26/2021

Category A: Economic Development and Business or Industry Partnerships (must meet 4 of 5)		
1		<p>The College has clinical agreements with multiple hospitals, outpatient clinics, long-term care facilities, and medical practices for students to perform their clinical education.</p> <p>Human Resources representatives from area medical centers, including Spectrum Health Lakeland, Bronson, and surrounding healthcare facilities, participate in short-term training programs offered by the College to speak with students about multiple career opportunities.</p> <p>The Dental Assisting program offers a competency-based program for dental workers in pursuit of professional licensure.</p> <p>The College has an established on-site partnership on its Benton Harbor and South Haven campuses with a local childcare provider who provides clinical rotations for students.</p> <p>Lake Michigan College and Kinexus meet monthly for the purpose of partnership development and information sharing. Topics of discussion include updates regarding shared business outreach, student training and employment opportunities, educational programing, resource opportunities (grants, federal programs), and shared referrals.</p> <p>The College has apprenticeship agreements with more than 40 different companies and works closely with local manufacturers to ensure programs meet industry standards. For the sixth consecutive year, the College supported manufacturing with the 2021 Pre-Apprentice Academy. Fourteen students participated in the 5-week accelerated training, completing six courses and earning fourteen credits that will be applied towards the students' apprentice training pathway.</p> <p>The faculty from the College's Hospitality program work with Four Winds Casino in New Buffalo, Hartford, and Dowagiac for delivery of Hospitality and Casino Management classes</p>

	<p>for Casino employees.</p> <p>All Career Technical Education (CTE) and Health Sciences programs at the College have an advisory committee that includes representation from business and industry. Every CTE and Health Sciences program is required to have two advisory committee meetings per year.</p> <p>Spectrum Health Lakeland offers flu vaccines for health science students on campus or while attending their clinical education during the fall semester as a service for all students.</p> <p>Berrien County Health Department provided free TB skin tests for health science students.</p> <p>The College's Career & Workforce Education Division collaborates with area employers to build co-op, internship, job shadowing, and other work-based learning opportunities for students while serving the workforce needs of employers.</p> <p>The College worked with 20 area vineyards and wineries to open a Wine & Viticulture Technology program in 2015 aimed at educating and training the next generation of wine professional to support the expanding wine industry in Southwest Michigan. The Welch Center for Wine and Viticulture opened on August 27, 2019, on LMC's Benton Harbor Campus. This \$7 million, 14,000-square-foot teaching winery is designed to provide students with a state-of-the-art environment to gain hands-on education in art, science, and the business of winemaking. The program has an annual enrollment of more than 20 students.</p> <p>In 2019 Beckwith Hall, the College's student residence hall collaborated with Harbor Shores, the Senior PGA, Kinexus, and Whirlpool to host nearly 100 interns for the summer and hosted the Benton Harbor First Tee.</p> <p>The Mendel Center hosted the Michigan Wine Collaborative annual wine competition, promoting vineyards throughout the state of Michigan.</p>
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		<p>The Mendel Center at Lake Michigan College regularly hosts business meetings and events for the local business community, typically renting our facility to more than 30 local businesses and organizations each year.</p> <p>The Mendel Center hosted the Area Agency on Aging regional virtual conference The Road to Transformation – A Community of Care.</p> <p>The College is a presenting partner with Spectrum Health Lakeland and City of St. Joseph for the Community Grand Rounds series.</p> <p>The College provided the use of The Mendel Center and Niles Campus facilities to Spectrum Health Lakeland and the Berrien County Health department for COVID 19 vaccinations. In all, 26,020 doses were administered during the months of January – May. The LMC Alumni Association awarded an Alumni Service Award to the LMC Nursing Program graduate who oversaw many of the clinics in her role as the county Health Department’s Clinical and Community Health Nurse Manager. Her team was also recognized by the Governor of Michigan.</p>
2	The community college provides customized onsite training for area companies, employees, or both.	<p>The College’s Career & Workforce Education (CWE) division provides customized onsite training to area companies and their employees, conducting trainings for companies such as Albemarle, Palisades Nuclear Generating Station, Donald C. Cook Nuclear Plant, Wolverine Metal Stamping, and AACOA.</p> <p>Training included Robot Operation, Machine Tool Technology, PLC (Programming Logic Control), Welding, Hydraulics, as well as Mill Refresher Training.</p>
3	The community college supports entrepreneurship through a small business	<p>The Fab Lab at Lake Michigan College is open to entrepreneurs for prototyping activities such as the open access digital fabrication studio. The lab provides access to information, tools, software, and space for anyone who has an interest to learn and create. The Fab Lab</p>

	<p>assistance center or other training, or consulting activities targeted toward small businesses.</p>	<p>provides open access to design software, laser cutters, 3D printers, vinyl cutters, woodshop, CNC (computer numerically controlled) router, CNC (computer numerically controlled) sewing machines and hand tools.</p> <p>The South Haven campus works with the Chamber of Commerce to host regional economic development summits. Well-known speakers and statewide business groups come together for the day to discuss the economy and to hear perspectives on the business climate and development.</p> <p>The South Haven Chamber of Commerce holds Entrepreneur Club meetings on the South Haven campus for local businesses.</p>
4	<p>The community college supports technological advancement through industry partnerships, incubation activities, or operation of a Michigan technical education center or other advanced technology center.</p>	<p>The College's Health Sciences Division delivers Certified Nurse Aide (CNA), Phlebotomy, Pharmacy Technician, Medical Assistant, and EMT-Basic programs in collaboration with area healthcare employers, including Spectrum Health Lakeland, InterCare Community Health, and other medical office facilities to develop programs and curriculum that meet the needs of area employers and provides expanded opportunities for students.</p> <p>The College's Hanson Technology Center (HTC) works with area businesses, Cornerstone Alliance, and Kinexus (including Michigan Works!) to help align business needs and employment opportunities with training offerings.</p> <p>At the Hanson Technology Center, the CWE provides credit and short-term training to both businesses and regional groups such as the National Tooling & Machining Association and the American Welding Society. CWE works in partnership with academic divisions to create customized business solutions for clients. CWE also acts as a connector between regional businesses and organizations and the College.</p> <p>The College's Main Building is finalizing a \$33 million renovation including creation of a new</p>

		<p>Culinary Kitchen completed in Spring 2021. This will include a teaching restaurant open to the community.</p> <p>HTC offers expanded manufacturing programming including Engineering Technology and a SIM classroom with a large touch screen available for simulation training use.</p>
5	<p>The community college has active partnerships with local or regional workforce and economic development agencies.</p>	<p>The College has representatives on boards and committees of many local organizations, including, but not limited to:</p> <ul style="list-style-type: none"> • Allegan County College Access Network • American Cancer Services - Day of Caring • Benton Harbor Promise Board • Berrien-Cass-Van Buren Educational Advisory Group • Berrien County Brownfield Redevelopment Authority • Berrien County Council for Children • Berrien County Superintendents • Boys and Girls Club • Buchanan Area Chamber of Commerce • Buchanan Promise • Cornerstone Alliance • Cornerstone Chamber Services • Greater Niles Area Chamber of Commerce • Kinexus • Michiana Public Broadcasting Corporation • Mi Works! • Rotary Club St. Joseph Benton Harbor • South Haven Brownfield Authority • South Haven Chamber of Commerce • South Haven Local Development Fund Authority • South Haven Kiwanis

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		<ul style="list-style-type: none"> • South Haven Rotary Club • Southwestern Michigan Planning Commission • Southwestern Michigan Economic Growth Alliance • Strategic Leadership Council • SWM SHRM • United Way of Southwest Michigan • Southwestern Michigan Tourist Council • Michigan Presenters Network <p>CWE works closely with Allegan Mi Works! Kinexus and WorkOne in South Bend, Indiana.</p> <p>The College works collaboratively with Kinexus to offer business and industry forums for the manufacturing, hospitality, and healthcare industries to continue to develop programs that meet employee education and training needs. The College also operates the Wagner-Pyser contract for Kinexus.</p>
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Category B: Educational Partnerships (must meet 4 of 5)		
1	<p>The community college has active partnerships with regional high schools, intermediate school districts, and career-tech centers to provide instruction through dual enrollment, direct credit, middle college, or academy programs.</p>	<p>College staff serve on the Berrien County School Superintendents Advisory Committee, and attend Counselor, Principal, and Career Technical Education Director meetings.</p> <p>The College has an active Early College/Middle College program with dual credit, dual enrollment, and academy classes for over 1,000 high school students per year. In addition, the College operates an Early College Academy with the Niles, Brandywine, Buchanan, Covert and South Haven school districts, and a Middle College with the Berrien RESA (Regional Education Services Agency), Van Buren Intermediate School District, and the Allegan Area Educational Service Agency.</p> <p>The College supports the Professional Health Careers Academy (PHCA) operated by local</p>

		<p>school districts and Spectrum Health Lakeland, which provides students with exposure to several professional health care fields. PHCA students take college level classes for academic credit. Staff serve on selection panels and provide support services throughout the school year.</p> <p>Berrien Regional Educational Services Administration holds Career Exploration Day each year at the College for all Berrien County 9th grade students. Due to Covid-19, the Program was not held 2020 or 2021.</p> <p>The South Haven campus serves as an onsite location for South Haven Public School’s WAY Program (Widening Advancements for Youth); currently 65 students are enrolled in the program. The campus is also partnering with the Van Buren Intermediate School District’s Middle College Program.</p> <p>College staff are involved in the Michigan Early Middle College Association.</p> <p>114 students are part of the Early College Allegan County, a middle college partnership with seven school districts in Allegan County operated at the Allegan Tech Center. The fourth cohort of 33 graduated in 2021. Current cohorts - class of 2022 = 37; class of 2023= 39; class of 2024= 38</p> <p>177 students participate in the Berrien RESA Early Middle College program, which consists of twelve school districts. The third cohort of 39 graduated in 2021. Current cohorts- class of 2022 = 53; class of 2023 = 60; class of 2024 = 64</p>
2	The community college hosts, sponsors, or participates in enrichment programs for area K-12	<p>The College hosts the Southwest Michigan Band & Orchestra Association (SWMBOA) annual band competition for schools in Berrien, Cass, and Van Buren counties.</p> <p>The College offers summer sports camps for basketball, softball, and volleyball. Scholarships</p>

<p>students, such as college days, summer or after school programming, or Science Olympiad.</p>	<p>are available for members of the Boys & Girls Club of Benton Harbor and to families with financial need to ensure the sports camps are accessible to all families within the region.</p> <p>The College has worked closely with the Benton Harbor Boys & Girls Club to support academic interventions including offering AccuPlacer tests for junior and seniors.</p> <p>Nursing students operate a health fair for pre-school children; topics include heart health, hospital care, asthma, and germs.</p> <p>Dental Assisting students present dental health education programs to pre-school children each term.</p> <p>The College is co-sponsor and site for the Science Olympiad for Southwest Michigan.</p> <p>The College sponsors several robotics teams for local school districts and serves as the venue for the First Robotics kickoff each year. The teams representing counties across southwest Michigan: Berrien, Cass, Van Buren, Ottawa, Indiana, and Grand Rapids gather in the Grand Upton Hall of the Mendel Center.</p> <p>Each year the College holds College Days, open houses, and Career Days for middle and high school students and sponsors visits by high school juniors and seniors to each of the three campuses.</p> <p>Fab Lab is available for activities for those in local Home-Schooling programs. Summer camps are also available for anyone 8 years old and up. Summer camps vary each year, but they include Fab Lab Bootcamp, Ukulele Building, Arcade Machine Building, Build Your Own 3D Printer, as well as various coding and video game camps.</p> <p>The Mendel Center hosts and provides sponsored support to community-based education</p>
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		<p>and arts organizations including Children’s Music Workshop’s summer program and fall production, The Citadel Dance and Music Center, Dance Fusion, The Southshore Concert Band, Berrien RESA Spelling Bee and ESports Championships.</p> <p>Q&A sessions with internationally renowned guest speakers are available to students and instructors through The Mendel Center’s Economic Club of Southwestern Michigan Speaker Series.</p> <p>There is a mainstage volunteer program with BHAS middle school students and opportunities for student groups to volunteer for funding by providing Mendel Center event support.</p>
3	<p>The community college provides, supports, or participates in programming to promote successful transitions to college for traditional age students, including grant programs such as talent search, upward bound, or other activities to promote college readiness in area high schools and community centers.</p>	<p>The Lake Michigan College Free Tuition program awarded \$1,507,833 to 1,474 students this fall.</p> <p>The College:</p> <ul style="list-style-type: none"> • Hosts an Upward Bound program on campus, serving first-generation and economically disadvantaged students in grades 9- 12 at Benton Harbor High School. The program provides college prep services designed to prepare students for post-secondary education and increase the rate in which participants enroll in and graduate from institutions of post-secondary education. • Actively works with the home school population in the area, offering recruitment and transition services as well as special events. • Hosts the College Fair, which links over 60 colleges and universities with high school students and parents to provide information on financial aid, transfers, and college applications. • Sponsors financial aid workshops and serves as a site for “College Goal” Sunday, Admissions Decision Week, and other Local College Access Network activities.

	<p>Staff serve as co-chairs and leads in Local College Access Network activities, Michigan’s Great Southwest Strategic Leadership Council, and the post-secondary advisory council for the Michigan College Access Network.</p> <p>The Career and Workforce Education and Health Sciences Education Divisions, in collaboration with Berrien RESA, hosts high school counselor breakfast meetings several times per year. College faculty and staff provide counselors with up-to-date information on programs and services available to students.</p> <p>The College also:</p> <ul style="list-style-type: none">• Co-sponsors a Career and Technical Education (CTE) banquet for high school students and awards scholarships to high performing CTE students.• Arranges meetings with college academic leadership and each superintendent, high school principal, and counselors for the 16 high schools in the district where data is provided on academic progress of the graduates from each high school and comparative data on the county.• Has a summer for-credit college level course for all Benton Harbor Promise Zone students to increase college readiness through college success programming. Students are provided content related to college expectations and are given opportunities to practice skills necessary to be a successful student.• Partners with the Benton Harbor Boys & Girls Club to co-teach a Degrees to Diploma college readiness curriculum at the Teen Center, which includes financial aid literacy, career exploration and planning, and college placement testing.• Operates a Start to Finish Program providing concentrated support for students challenged by college academic programming; there are currently over 200 students enrolled. <p>Disability Support Services presents to area High Schools, Counselors, and Special Education professionals on going to college with an IEP (Individualized Education Program) or 504 plan.</p>
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4	<p>The community college provides, supports, or participates in programming to promote successful transitions to college for new or reentering adult students, such as adult basic education, GED preparation, GED testing, or recruiting, advising, or orientation activities specific to adults.</p>	<p>The College hosts a federal TRiO Educational Opportunity Center program designed to create Individualized Educational Development Plans for returning students; offers Pre-GED or college admissions/placement test tutoring; provides career information, assessment, and advising; and assistance with the admissions process for post-secondary enrollment. The TRiO Student Support Services program also targets displaced homemakers for academic support services.</p> <p>The College has an office with staff dedicated to serving returning veterans, including appropriating funds from the College’s Foundation for emergent needs of veterans. In addition, the College has created a dedicated Veterans Center on the Benton Harbor campus where a lounge area with computers and other career-oriented information exists to assist veterans. The College receives yearly recognition by the Michigan Veterans Affairs Agency for being a veteran-friendly school.</p> <p>The College’s Assessment Center offers GED testing 2-3 times per month, as well as KeyTrain up-skilling, WorkKeys assessments, National Career Readiness Certification, Bennett Mechanical Comprehension Test, Certiport and many PearsonVue IT (Information Technology) certification exams.</p> <p>CTE faculty and dedicated CTE Advisors regularly provide program-level advising to adult students.</p> <p>Orientation prepares incoming students for success in college. It is offered in person and online to best accommodate students’ schedules.</p>
5	<p>The community college has active partnerships with regional 4-year colleges and universities to</p>	<p>The College has active partnerships with several regional 4-year colleges and universities, in various capacities including reverse transfer agreements, articulation agreements, consortium agreements, and on-campus extensions, which allow for collaborative, smooth pathways for students to transfer from LMC to a baccalaureate program. Current agreements include:</p>

<p>promote successful transfer, such as articulation, 2+2, or reverse transfer agreements or operation of a university center.</p>	<p>Reverse Transfer</p> <ul style="list-style-type: none">• Central Michigan University• Eastern Michigan University• Ferris State University• Grand Valley State University• Michigan State University• Northern Michigan University• University of Michigan• Siena Heights University• Western Michigan University
	<p>Transfer Articulation Agreements</p> <ul style="list-style-type: none">• Andrews University• Davenport University• Ferris State University• Siena Heights University• Western Michigan University (WMU)
	<p>In addition to the above, the College is a participating member of the Michigan Transfer Agreement, which is a statewide transfer agreement.</p>
	<p>The College participates in MiTransfer Pathways, which are statewide articulation agreements that allow for seamless transfer from a 2-year program to the same 4-year program. Agreements include Art, Biology, Business, Communication, Criminal Justice, Exercise Science, Mechanical Engineering, Psychology, Public Health, and Social Work.</p>

		<p>Siena Heights University (SHU) offers bachelors and masters programs on the Benton Harbor campus; SHU accepts up to 90 credit hours from LMC towards a bachelor’s degree, which offers an immense value to students.</p> <p>The College has a Financial Aid Consortium Agreement with GVSU (Grand Valley State University) whereby students can take classes at the same time at either institution and receive financial aid.</p> <p>LMC participates with the Michigan Transfer Network (MTN), which provides students with transfer and course equivalency information for schools across the state.</p>
<p>Category C: Community Services (must meet 4 of 5)</p>		
1	<p>The community college provides continuing education programming for leisure, wellness, personal enrichment, or professional development.</p>	<p>The College was selected to take over the Economic Club of Southwestern Michigan Speaker Series in 2017 and now presents an outstanding lineup of leaders, experts, and well-known personalities to share their insights and experiences. Programming sometimes includes panel discussions with local experts focusing on issues relevant to the local community. Three such virtual panels were presented for the 2020-2021 season: Creative Expression: Why the Arts Matter in Times of Crisis; Mental Health “Pandemic” – The Crisis within the Crisis; Social Justice Advocacy – Moving from Words to Results.</p> <p>The College collaborated with the South Haven Speaker Series to provide a virtual panel discussion on local economic conditions due to the global pandemic.</p> <p>Artistic virtual programming from The Mendel Center included an opportunity for community members to interact virtually in small groups with the creatives (writers, directors, choreographers, etc.) of seven shows including Les Misérables, Kinky Boots, and Peter Pan to discuss their artistic process.</p> <p>The College offers occasional community education programs at all three campuses.</p>

		<p>The South Haven campus partners with Michigan State University to host an Introduction to Farm Management taught in Spanish.</p>
2	<p>The community college operates or sponsors opportunities for community members to engage in activities that promote leisure, wellness, cultural or personal enrichment such as community sports teams, theater or musical ensembles, or artist guilds.</p>	<p>The Culinary, Hospitality, and Wine and Viticulture Technology Programs offer various culinary, wine, and food related non-credit classes designed to promote personal enrichment.</p> <p>The College's Mendel Center provides sponsorship support of up to 100% of the total cost of an event to more than 100 events and organizations each year, such as Southshore Concert Band, Southwest Michigan Symphony Orchestra, United Way, Children's Music Workshop, veteran programs such as Lest We Forget, business trade shows, and special community programs. The Mendel Center regularly hosts not-for-profit organization fundraising events/ceremonies for some of the organizations listed above, as well as Bids for Barks, Forgotten Man Ministries, and several others.</p> <p>Arts Factor subsidizes up to 100% of ticket cost for hundreds of tickets annually to Mainstage series through partnerships with local service organizations such as MI DHHS, Benton Harbor Area Schools, OutCenter, Lory's Place, All God's Children Community Choir, The Whitcomb, etc.</p> <p>The Performing Arts Department conducts 10-15 public performances each year in the form of plays, musicals, choral and instrumental concerts, and recitals. Community members can attend these performances at little or no cost. Although live performances were halted during the pandemic, students performed virtually and are beginning to meet again in person.</p> <p>The Liberty Hyde Bailey Museum of South Haven holds their annual retreat with the community to discuss innovative ideas dealing with horticulture at the South Haven Campus.</p> <p>The Speaker Series of South Haven provides a lineup of leaders, experts, and well-known personalities to share their insights and experiences. Programming includes panel discussions</p>

		<p>with experts focusing on issues relevant to the local community at the South Haven Campus.</p> <p>The South Haven Campus hosts Weight Watchers Club Meetings for the community.</p> <p>The College has seven intercollegiate athletic sports which community members are welcome to attend at little or no cost.</p>
3	<p>The community college operates public facilities to promote cultural, educational, or personal enrichment for community members, such as libraries, computer labs, performing arts centers, museums, art galleries, or television or radio stations.</p>	<p>The College's Mendel Center Mainstage performing arts center presents more than 15 national touring productions each year and 20 – 30 academic and community events each year. Professional productions include Broadway shows, well-known musical groups, children's and family programming, dance programs, and more, diverse in subject matter and artistry. Free workshops and masterclasses are often available for students and the public. Many of these productions moved online this past season. In total, The Mendel Center plays host to over 200 events annually, which serve over 50,000 guests.</p> <p>The Mendel Center Mainstage donates thousands of dollars in tickets each year in support of more than 30 not-for-profit community organizations for fundraising events, drawings, auctions, and giveaways. The Mendel Center also provides free access to well-known speakers and performances for college students and area youth that might not otherwise have access to such opportunities. The Music and Theatre Programs present student shows and recitals at the Mendel Center that are open to the public. Much reduced during the height of the COVID-19 situation, programming is gaining momentum again.</p> <p>College faculty regularly offer community education topics for the Friends of the New Buffalo Library.</p> <p>The William Hessel Library and Learning Resource Center at LMC is open to the community along with free access to its computer lab. The College has a large art collection displayed among its campuses for public viewing and study.</p>

		<p>Childcare services are available for community use at the South Haven and Benton Harbor campuses.</p> <p>Senior citizens may take college courses without paying tuition. In addition, employee professional development offerings are available free of charge to the community.</p> <p>The College hosts multiple community events such as the State of Michigan public hearing for the Indiana Michigan Power Integrated Resource Plan to collaborating with The OutCenter of Southwest Michigan for a speaker series to learn more about issues facing the LGBTQ community.</p>
4	<p>The community college operates public facilities to promote leisure or wellness activities for community members, including gymnasiums, athletic fields, tennis courts, fitness centers, hiking or biking trails, or natural areas.</p>	<p>The College operates Fitness Trails at the Benton Harbor and Niles campuses and a Nature Area at its Benton Harbor campus.</p> <p>The Natural Area on the Benton Harbor campus is a 50-acre area that contains more than a mile of trails that wind through five different habitats. These trails are maintained for educational use and the enjoyment of students, staff, and the community. Visitors can follow a boardwalk trail across deciduous woods, pond and marsh, white pine forest, and old-field environments, and a prairie and grassland have been restored with native tall grasses. Together, they provide a home for numerous species of birds, amphibians, reptiles, and mammals including deer, rabbits, and squirrels.</p> <p>Both the Benton Harbor and the South Haven Campus have a fitness room, which under non-pandemic conditions is open to students, staff, and faculty. The Niles Campus enjoys strong collaborative ties with the Niles Buchanan YMCA.</p> <p>The College offers summer youth programs in basketball, volleyball, and softball.</p>

		<p>Fab Lab at Lake Michigan College is available to hobbyists and crafters to promote advanced manufacturing concepts and ideas. During the pandemic, the Lab was used to create PPE (Personal Protective Equipment) for area businesses and the community. Over 800 masks, 3200 face shields, and 3100 ear savers were produced and handed out free of charge to our community. Maker Mondays started in 2021 as a time for community members to visit the lab and ask questions, tour the lab, and work on individual projects.</p>
5	<p>The community college promotes, sponsors, or hosts community service activities for students, staff, or community members.</p>	<p>The College hosts a week-long Martin Luther King program with panel discussions and other virtual activities that is attended by 800+ community members. The College also co-sponsors a service project in his honor.</p> <p>The College is a partner in the Unified Civic Monuments Project, providing both financial and volunteer support.</p> <p>The College is represented on the Benton Harbor – St. Joseph Arts & Culture Social Justice Group chaired by commissioners from both cities, which hosts public volunteer opportunities.</p> <p>The College is an annual pace-setter organization for the area’s United Way and participates in many activities for the organization. A dozen staff members participate in the annual Rake a Difference Day for seniors.</p> <p>The College also collaborates with the United Way to provide free tax preparation to students and local community members. The College coordinates an annual Holiday Food Basket program that benefits 100+ needy families.</p> <p>Reduce, Reuse and Recycle Day is held in cooperation with the Berrien County Parks Department for hazardous waste collection and disposal each year. The event collects more than 2,300 pounds of hazardous waste.</p>

		<p>The College regularly partners with area public safety providers to operate drills and safety training using one of the College campuses.</p> <p>The Mendel Center has 100+ community volunteers who provide support during events.</p> <p>The South Haven Campus hosts weekly meetings for the local Kiwanis Club.</p> <p>The Fall 2019 College calendar includes 2 team volunteer events, Habitat for Humanity Build and United Way Rake a Difference. Employees are provided 4 hours of paid volunteer time to participate in these events.</p> <p>Nursing faculty volunteer to provide care to indigent populations at the Herbie Clinic in Benton Harbor. In addition, nursing faculty and students volunteer at the local soup kitchen annually and provide basic health screening. The nursing students sponsor “Penny Wars” to raise money to support local community programs, purchase Christmas gifts for foster children that are distributed by the Berrien County Family Court and donate and assemble personal care kits to Berrien County Women’s Center.</p>
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Last updated 10/19/2021 bmc

Community College Local Strategic Value Resolution

Section 230 of House Bill 4400 of 2021, the Fiscal Year 2022 community college appropriations bill, contains qualifications that must be met in order to receive the portion of each college's performance funding appropriation earmarked for local strategic value. To qualify for full funding, the statute lists 15 separate best practices for community colleges to achieve. Institutions must satisfy four out of five best practices in each of three different categories:

- Economic Development and Business or Industry Partnerships
- Educational Partnerships
- Community Services

The law requires the Lake Michigan College Board of Trustees pass a resolution certifying that the College meets at least four out of five of the best practices under each of the three categories, a qualification the College continually exceeds.

Action

It was recommended that the Lake Michigan College Board of Trustees approve the resolution, as presented, which provides specifics as to how Lake Michigan College meets the best practice measures within each category to prove its Local Strategic Value for the region it serves.

Motion by Ms. Smith with support by Ms. Tomasini to approve the resolution, as presented, which provides specifics as to how Lake Michigan College meets the best practice measures within each category to prove its Local Strategic Value for the region it serves.

Roll Call Vote

- Yeas: John Grover, Joan Smith, Mary Jo Tomasini, Vicki Burghdoff
- Nays: None
- Absent: Jeff Curry, Debra Johnson, Michael Lindley

Approved

Financial Aid Service Provider Contract

The College's arrangement with its current external financial aid service provider is ending on October 15, 2021. The College wishes to supplement its current staff with a service provider to continue to work in that area around operating practice evaluation, training, and assistance in filling departmental vacancies.

Due to the short timeframe between notice and the departure of the provider, the College did not have sufficient time to compile and issue a request for proposal and also then subsequently analyze the proposal received (if any.) Accordingly, the College wishes to award the financial aid service provider contract to BSquare Solutions in accordance with the exception to competitive pricing, quote and bid requirements in the *Purchasing* policy, as shown below:

Exceptions to the Competitive Pricing, Quote & Bid Requirements

Exceptions to the competitive pricing/quote/bid requirements are:

- Advertising contracted services
- Approved sole source purchases
- Cooperative purchasing program purchases up to \$100,000
- Emergencies *
- Goods and services for resale by Mendel Center
- Library books and subscription renewals
- Mendel Center Mainstage show contracts
- Utility services

*An emergency is an occurrence that is believed to be disruptive to College operations or to create a hazard to the health or safety of persons or to property if not corrected as soon as possible. When an emergency occurs during working hours, Purchasing must be contacted for an emergency PO. If an emergency occurs after hours, purchase of emergency items may be done with the approval of the President, Chief Financial Officer, or Executive Director, Facilities. Purchasing must be notified within 2 working days of the purchase so that it can be properly documented as an emergency purchase. If an emergency purchase exceeds \$100,000, the President will inform the Board at or before the next Board meeting of the purchase and the reason.

BSquare has provided a quote for \$90,000 for 1,040 billable hours over a 12-month period, plus travel expenses from Indianapolis, Indiana. The total of this contract will like exceed \$100,000.

The College believes this rate to be highly competitive at equivalent of \$86.54 per hour.

Action:

It was recommended that the Lake Michigan College Board of Trustees approve the award of the financial aid services contract to BSquare in accordance with the above.

Motion by Ms. Tomasini with support by Ms. Burghdoff to approve the award of the financial aid services contract to BSquare in accordance with the above.

Roll Call Vote

Yeas: John Grover, Joan Smith, Mary Jo Tomasini, Vicki Burghdoff

Nays: None

Absent: Jeff Curry, Debra Johnson, Michael Lindley

Approved

Plaza Guardrail

Plaza Guardrail project includes new railing system at the east and west elevations of the Main building plaza where the failed concrete benches were removed. The new guardrail will meet the Michigan Building Code requirements for all components of the design. The project includes careful waterproofing structural connections at the existing plaza deck.

SME led the project bidding in May 2021; however, the project was over the original capital budget planned. After a significant review and consideration for other code compliant approaches, it has been determined that the original bid design is the best solution for the College. Bids were received on May 13, 2021 from two companies and publicly 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 Plaza Guardrail project at the Main building.

	McGuire's Professional Construction	Roggow Construction Company
Base Bid	\$170,752.00	\$125,420.00

In addition to project architectural fees, it is recommended to maintain a 6% contingency for the project. Work is planned to be completed in the spring of 2022 and is weather dependent.

Action

The College Administration recommended that the Lake Michigan College Board of Trustees authorize Plaza Guardrail project for a total project amount of \$150,000 and a contract award amount of \$125,420 to Roggow Construction Company for this project.

Motion by Ms. Smith with support by Ms. Burghdoff to authorize Plaza Guardrail project for a total project amount of \$150,000 and a contract award amount of \$125,420 to Roggow Construction Company for this project.

Roll Call Vote

Yeas: John Grover, Joan Smith, Mary Jo Tomasini,
Vicki Burghdoff

Nays: None

Absent: Jeff Curry, Debra Johnson, Michael Lindley

Approved

FY '23 State Of Michigan Submission Five-Year Capital Outlay Plan

Annually, the State of Michigan requires all community colleges update their capital outlay plans and post on their respective college websites. Complying with this request allows community colleges to request and receive capital outlay grant funding.

Lake Michigan College recently received a State of Michigan capital outlay grant for renovation of the College's Benton Harbor Campus Main Building.

Action

It was recommended that the Lake Michigan College Board of Trustees approve the submission of the FY' 23 Five-Year Capital Outlay Plan, as proposed.

Motion by Ms. Tomasini with support by Ms. Burghdoff to approve the submission of the FY' 23 Five-Year Capital Outlay Plan, as proposed.

Roll Call Vote

Yeas: John Grover, Joan Smith, Mary Jo Tomasini,
Vicki Burghdoff

Nays: None

Absent: Jeff Curry, Debra Johnson, Michael Lindley

Approved

FY '23 Capital Outlay Grant Proposal

In response to the State Budget Office invitation to participate in the capital outlay budget development process, colleges may elect to submit a capital outlay project request for state cost participation. Requests for state funding of capital outlay projects are to be a logical extension of information contained in the comprehensive Five-Year Capital Outlay Plan.

Overview

The College is proposing a capital outlay grant for renewal of the Niles Campus including:

1. Infrastructure improvements;
2. Renovate to support growing Health Sciences programs, specifically creating a new Certified Nurse Aide (CNA) classroom;
3. Renovate to support advanced manufacturing in engineering and mechatronics technology;
4. Better identify main building entrance and relocate administrative/student support offices to center of building;
5. Provide student collaboration space.

The Niles Campus facility was constructed in 1998. Based on the recent Facility Assessment and the comprehensive building envelope study in 2020, significant building elements need replacement because they are at or near the end of useful life. The scope of this project is to architecturally renovate 20% (34,283 square feet) of the existing facility, replace the metal roofing and siding systems with proper weather barrier, replace windows, update the mechanical systems and controls, including new chiller, and upgrade fire alarm, security and lighting systems throughout the building. Accessibility improvements to address ADA compliance identified in the Facility Assessment are also included. The interior architectural work focuses on spaces for learning, academic support, collaboration, and improved access to services, with the level of renovation varying depending on location, from infrastructure and finishes only, up to full interior reconfiguration.

The project total budget proposed in the capital outlay request is \$8,600,000 and, if authorized, would require the College to fund 50% of the project. Approval of the submission to the State Budget Office does not bind the College; this request can be revised in the future.

Action

It was recommended that the Lake Michigan College Board of Trustees approve the submission of the FY23 Capital Outlay Grant Request, as proposed.

Motion by Ms. Burghdoff with support by Ms. Smith to approve the submission of the FY23 Capital Outlay Grant Request, as proposed.

Roll Call Vote

Yeas: John Grover, Joan Smith, Mary Jo Tomasini,
Vicki Burghdoff

Nays: None

Absent: Jeff Curry, Debra Johnson, Michael Lindley

Approved

Policies 1st Read

The following policies were presented to the Board of Trustees as a 1st read for review and/or approval.

First Read

1. Faculty Salary Equity Placement Method
2. Drug Free Workplace Drug and Alcohol Abuse Prevention Program
3. Emeritus Appointments of Administrative and Professional Staff

The Drug Free Workplace Drug and Alcohol Abuse Prevention Program policy and Emeritus Appointments of Administrative and Professional Staff Policy were carried over to the next board meeting for 2nd read and approval.

Action

It was requested that the Board of Trustees approve the Faculty Salary Equity Placement Method policy as presented.

Motion by Ms. Smith with support by Ms. Tomasini to approve the Faculty Salary Equity Placement Method policy as presented.

Roll Call Vote

Yeas: John Grover, Joan Smith, Mary Jo Tomasini,
Vicki Burghdoff

Lake Michigan College
Board of Trustees Meeting Minutes
October 26, 2021
<https://LakeMichiganCollege.zoom.us/j/96986347953>

Nays: None

Absent: Jeff Curry, Debra Johnson, Michael Lindley

Approved

Adjournment

Motion by Ms. Burghdoff to adjourn the Regular Meeting of the Lake Michigan College Board of Trustees at 5:16 p.m.



Mary Jo Tomasini
Lake Michigan College Board Secretary