

CALL TO ORDER

Board Chair John Grover called the meeting of the Lake Michigan College Board of Trustees on January 7, 2025 to order at 3:07 pm. Board Chair Grover opened the meeting with the Pledge of Allegiance

ROLL CALL

Present: Mr. Brian Dissette, Ms. Debra Johnson, Mr. John Grover, Ms. Joan Smith, Ms. Vicki Burghdoff, Mr. Mark Weber.

SETTING OF THE AGENDA

Board Chair John Grover stated the agenda stands as presented.

PETITIONS AND COMMUNICATIONS FROM THE FLOOR

None

PRESIDENT'S REPORT

Dr. Kubatzke reported to the Board of Trustees that the Spring 2025 enrollment was up 9-10% compared to last year. He also provide a reminder for the following events:

- Board of Trustee Retreat will be February 25, 2025 from 9 am – 1 pm. Please forward agenda items to Board Chair Joan Smith.
- The annual Student Benefit Auction will be held on March 1, 2025.

NEW BUSINESS

DAYCARE SPACE LEASE

After approximately 20 years, the daycare center that operated on the College's Benton Harbor and South Haven campuses ceased operations in Fall 2024.

In compliance with the College's Purchasing policy, a Request for Proposal (RFP) for parties interested in leasing the spaces for daycare operations was issued in October. Two companies responded, only one of whom was interested in operating at both sites.

ACTION:

We recommend that the Lake Michigan College Board of Trustees authorize College administration to bind a five-year contract with Scribbles Day Care to lease space from the College at the rate of \$24,000 a year for the Benton Harbor campus and \$5,000 a year for the South Haven campus , with an option to extend each lease contract for a period of one year at a time.

MOTION by Ms. Burghdoff with support by Mr. Weber to bind a five-year contract with Scribbles Day Care to lease space from the College at the rate of \$24,000 a year for the Benton Harbor campus and \$5,000 a year for the South Haven campus , with an option to extend each lease contract for a period of one year at a time.

ROLL CALL VOTE

Chair Grover asked all those in favor of the motion to indicate by saying aye and any opposed to the motion to indicate so verbally by stating nay.

NO OPPOSITION VOICED

MOTION APPROVED

Election of Officers

Chair- Ms. Joan Smith

Vice Chair – Ms. Vicki Burghdoff

Treasurer – Mr. Biran Dissette

Secretary – Mr. Mark Weber

MOTION by Ms. Johnson with support by Mr. Dissette to accept the new slate of Board of Trustee officers through 2026.

ROLL CALL VOTE

Chair Grover asked the board secretary for a roll call vote

Yeas: Ms. Smith, Ms. Burghdoff, Mr. Weber, Mr. Dissette, Ms. Johnson, Mr. Go

Nays: None

MOTION APPROVED

NURSING CAPITAL REQUEST

Health Sciences proposes to update the existing equipment in the Nursing Simulation Lab to enhance learning and simulation for nursing students. This update is crucial in preparing students to care for patients at local healthcare facilities. The Sim Man and Sim Baby are currently outdated. Sim Man has needed to have multiple repairs and Sim Baby does not function properly. Simulations are infused into the nursing educational curriculum and the clinical scenarios involve consistent interaction with Sim Man and Sim Baby. The ADN-BSN grant was an opportunity to upgrade the equipment, however, with updated grant guidelines, programs are not permitted to purchase equipment for ADN programs. We are requesting the purchase of the Laerdal Sim Man 3G PLUS and Sim Baby which include a laptop, monitor, mobile router, and on-site installation for each.

ACTION:

Academic Affairs Administration recommends that the Lake Michigan College Board of Trustees authorize the Administration to proceed in purchasing the updated equipment for the Nursing Simulation Lab in the amount of \$145,755.

MOTION by Mr. Dissette with support by Mr. Grover to authorize the administration to proceed in purchasing the updated equipment for the Nursing Simulation Lab in the amount of \$145,755.

ROLL CALL VOTE

Chair Smith asked the board secretary for a roll call vote

Yeas: Ms. Burghdoff, Mr. Weber, Mr. Dissette, Ms. Johnson, Mr. Grover, Ms. Smith

Nays: None

MOTION APPROVED

RADIOLOGIC TECHNOLOGY CAPITAL REQUEST

Health Sciences is proposing an update to the existing equipment in the Medical Imaging Center to enhance the hands-on experience for Radiologic Technology students. This update is crucial for preparing students for clinical education at local healthcare facilities. The X-ray equipment is 16 years old and was purchased as refurbished in 2008. Given the rapid advancements in medical imaging technology, our students must train on modern equipment to remain competitive and relevant in the workforce. Purchasing new equipment will enable us to maintain two fully functional and energized X-ray labs that mirror the contemporary systems in hospitals and clinics and ensure compliance with JRCERT (Joint Review Committee on Education in Radiologic Technology) requirements.

The program is currently equipped with two digital radiography units and accompanying software. X-ray room #1 features an overhead-mounted unit, while X-ray room #2 has a floor-mounted model. However, both units have had multiple repairs in recent years, limiting their functionality. The floor-mounted system restricts the types of imaging positions students can practice, while the overhead unit fails to produce properly exposed images. Additionally, both rooms require overhead struts installed in the ceilings, and the existing equipment needs to be replaced with current DR systems. The equipment we prefer to purchase for the program is an Agfa Medical Valory OTC digital radiography (DR) system with dual panels and photo timing and an Agfa Medical Valory OTC digital radiography (DR) single system. This company is local and the most cost-effective.

The clinical facilities where our students complete their clinical education have already adopted digital radiography (DR) systems to meet legislative standards and embrace technological advancements. Most healthcare facilities now utilize DR systems for radiographic examinations. Upgrading our equipment will ensure our students are trained on the same systems used in clinical environments. As analog (hard film) X-rays become obsolete, it is vital that our program continues to provide relevant, hands-on learning opportunities. To facilitate these upgrades overhead struts will be needed in the exam rooms. This investment will allow us to continue providing exceptional education, equipped with state-of-the-art technology that prepares students for successful careers in radiologic technology.

ACTION:

Academic Affairs Administration recommends that the Lake Michigan College Board of Trustees authorize the Administration to proceed in purchasing the updated equipment for the Radiologic Technology Program in the amount of \$260,492.

MOTION by Mr. Dissette with support by Ms. Smith to authorize the administration to proceed in purchasing the updated equipment for the Radiologic Technology Program in the amount of \$260,492.

ROLL CALL VOTE

Chair Smith asked the board secretary for a roll call vote

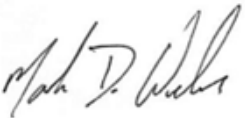
Yeas: Mr. Grover, Ms. Smith, Ms. Burghdoff, Mr. Weber, Mr. Dissette, Ms. Johnson

Nays: None

MOTION APPROVED**PRESENTATION**

Dr. Kubatzke presented Mr. John Grover with a special plaque to thank him for his service as the Board of Trustee Chair from 2024-2025.

ADJOURNMENT MOTION by Mr. Dissette with support by Ms. Burghdoff to adjourn the Meeting of the Lake Michigan College Board of Trustees at 3:20 p.m.

A handwritten signature in black ink, appearing to read "Mark D. Weber".

Mark Weber

Lake Michigan College Board Secretary