

MINUTES FOR BOARD OF TRUSTESS – June 23, 2026 MEETING

06/23/2026 | 05:00 PM - 05:12 PM

Todd Center Board Room

CALL TO ORDER

Board Chair John Grover called the meeting of the Lake Michigan College Board of Trustees to order on June 23, 2026, at 5:00 pm.

PLEDGE OF ALLIGANCE

Board Chair Grover opened the meeting with the Pledge of Allegiance.

ROLL CALL

Present: Ms. Debra Johnson, Ms. Vicki Burghdoff, Mr. Mark Wever, Ms. Alloyd Blackmon and Mr. John Grover

SETTING OF AGENDA

Agenda stands as written.

MINUTES FROM PREVIOUS MEETING

The meeting minutes from the May 19, 2026, Board meeting was approved as presented with a voice vote by all trustees present.

PETITIONS AND COMMUNICATIONS FROM THE FLOOR

None

PRESIDENT'S REPORT

Dr. Flowers informed the Board of Trustees that **Ms. Kelli Hahn** had been awarded the honorary title of Chief Financial Officer Emeritus in recognition of her many years of dedicated service, leadership, and lasting contributions to Lake Michigan

College. Dr. Flowers expressed his appreciation for **Ms. Hahn's** commitment to the College and acknowledged the significant impact she has had on the institution throughout her tenure.

NEW BUSINESS

Cardiac Sonography Capital Request

Health Sciences is proposing new equipment in the Sonography Suite to support the hands-on experience for Cardiac Sonography students. The Board approved the Cardiac Sonography program in Fall 2025, and this purchase is necessary for preparing students for clinical education at local healthcare facilities. Given the specialized nature of this program, existing general sonography equipment will not provide the cardiac imaging our students need to train on to be ready for the demands of a competitive workforce. Purchasing the new equipment will enable us to provide the necessary equipment needed to build essential cardiac competencies, beginning with the inaugural Fall 2026 cohort, and ensure compliance with cardiac sonography standards. Some of the essential competencies include maintaining and operating advanced ultrasound equipment, performing 2D and 3D echocardiograms, documenting diagnostic findings, and assessing heart function.

The clinical facilities where our students will complete their clinical education will expect that our students will have experience with the equipment necessary to perform echocardiograms. Purchasing the new equipment will ensure our students are trained on the same or similar systems used in clinical environments.

A RFP was sent to Philips, GE Healthcare, and American Med Systems Inc. A single bid was received from Phillips for two cardiac ultrasound machines totaling \$201,271.23.

Action: College Administration recommends that the Lake Michigan College Board of Trustees authorize the administration to proceed with the purchase of new equipment for the Cardiac Sonography Program for an amount not to exceed \$201,271.23.

Motion by Mr. Weber with support by Ms. Blackmon to authorize the administration to proceed with the purchase of new equipment for the Cardiac Sonography Program for an amount not to exceed \$201,271.23.

Roll Call Vote - Chair Grover asked the board secretary for a roll call vote.

Yeas: Ms. Burghdoff, Ms. Johnson, Mr. Grover, Mr. Weber, Ms. Blackmon

Nays: None

Motion Approved

Coursedog Contract Renewal

Coursedog plays a vital role in supporting the College's academic scheduling, event scheduling, curriculum management, and catalog. The College adopted Coursedog in 2021 out of necessity to migrate away from paper documentation to manage multiple academic operations with a single platform, as well as its ability to integrate with Banner.

Coursedog streamlines the course proposal, approval, and modification workflows; allows us to update a searchable, ADA-compliant online catalog; provides a centralized platform for course section creation and room assignments; and helps us to coordinate room resources and non-academic campus events using a single calendar. Renewing Coursedog will result in a cost of \$415,759 over five years, with the cost billed annually.

Action: College Administration recommends that the Lake Michigan College Board of Trustees authorize the administration to bind a contract with Coursedog in an amount not to exceed \$415,759 for the period of June 2026 through June 2031 for the renewal of Coursedog.

Motion by Ms. Blackmon with support by Mr. Weber to authorize the administration to bind a contract with Coursedog in an amount not to exceed \$415,759 for the period of June 2026 through June 2031 for the renewal of Coursedog.

Roll Call Vote - Chair Grover asked the board secretary for a roll call vote.

Yeas: Ms. Johnson, Mr. Grover, Mr. Weber, Ms. Blackmon, Ms. Burghdoff

Nays: None

Motion Approved

FISCAL YEAR 2027 OPERATING AND CAPITAL BUDGETS

The fiscal year 2027 operating and capital budgets represent operational revenue and expense forecasts for the upcoming fiscal year as well as the capital spending and debt payment plans for the same period.

Action: College administration recommends that the Board of Trustees approve the fiscal year 2027 operating, capital, and debt payment budgets as presented.

Motion by Ms. Burghdoff with support by Ms. Blackmon to approve the fiscal year 2027 operating, capital, and debt payment budgets as presented

Roll Call Vote - Chair Grover asked the board secretary for a roll call vote.

Yeas: Mr. Grover, Mr. Weber, Ms. Blackmon, Ms. Burghdoff, Ms. Johnson

Nays: None

Motion Approved

Michigan New Jobs Training Program

The Michigan New Jobs Training Program is a state-authorized economic development tool that allows community colleges to partner with employers that are creating new jobs in Michigan. Through the program, a community college may provide or coordinate training for newly hired employees, with training costs paid through the temporary diversion of state income tax withholding generated by those new jobs.

For Lake Michigan College, the program provides a way to support regional employers, strengthen workforce development, and encourage job creation without relying on traditional tuition revenue or local tax dollars. It aligns the College's training capacity with employer needs while supporting economic growth in Southwest Michigan.

Action: Academic Administration recommends that the Lake Michigan College Board of Trustees authorize the Administration to proceed with preliminary actions regarding the Michigan New Jobs Training Program, and designate Dr. David Krueger and Dr. Barbara Craig as the authorized officers to accept applications from employers, enter into preliminary agreements with employers, and conduct preliminary review and evaluation of such applications.

Motion by Ms. Burghdoff with support by Mr. Weber to authorize the Administration to proceed with preliminary actions regarding the Michigan New Jobs Training Program, and designate Dr. David Krueger and Dr. Barbara Craig as the authorized officers to accept applications from employers, enter into preliminary agreements with employers, and conduct preliminary review and evaluation of such applications.

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 stating nay.

No Opposition Voiced

Motion Approved

POLICIES SECOND READ - APPROVAL

The following policies were presented to the Board of Trustees as a second read for review and/or approval:

- Code of Conduct - Employee
- Compensation
- Decorations and Displays
- Identification Badge
- Job Grading, Regrading, Posting & Recruiting

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

Motion by Ms. Johnson with support by Ms. Blackmon to approve the policy as presented.

Roll Call Vote - Chair Grover asked the board secretary for a roll call vote.

Yeas: Ms. Burghdoff, Mr. Grover, Ms. Blackmon, Mr. Weber, Ms. Johnson

Nays: None

Motion Approved

POLICIES FIRST READ - REVIEW

Chair Grover asked the Board to review the policies outlined in the agenda (and listed below) and be ready for discussion and/or approval at the next Board of Trustees meeting.

- Attendance – Class
- Data Collection Through Surveys
- FMLA - Family Medical Leave Act
- Medical Emergency and Hospitalization of a Student
- Reporting of Misconduct
- Student Appeal Committee
- Student Complaint – General
- Student Conduct, Discipline and Due Process

DEPARTMENT REPORTS

Academic Affairs Department Report

Student Affairs Department Report

Dr. LaToya Mason, Provost

Mr. Jay Bauer and **Dr. Barbara Craig** have been actively engaged in a variety of community outreach initiatives, strengthening partnerships with employers, businesses, and industry leaders throughout the region. These collaborative efforts continue to enhance workforce development opportunities and reinforce the College's commitment to serving the needs of the community.

The Educational Opportunity Center has also established a new partnership with the Benton Harbor Farmers Market, expanding its community presence and

creating additional opportunities to connect individuals with educational resources and support services.

Interest in on-campus housing remains strong, with Beckwith Hall receiving 324 applications for the 2026–2027 academic year. Of those applicants, 99 are returning residents and 225 are new students, reflecting continued demand for the College's residential experience.

*Please reference the Board agenda to review the full department report.

ADJOURNMENT

Motion by Ms. Johnson to adjourn the Regular Meeting of the Lake Michigan College Board of Trustees at 5:12 pm.



Mark Weber
Lake Michigan College Board Secretary