LAKE MICHIGAN COLLEGE

BOARD OF TRUSTEES

Materials for Regular Meeting

August 28, 2012

Submitted to

Board of Trustees

by

Robert Harrison, President

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AGENDA

LAKE MICHIGAN COLLEGE BOARD OF TRUSTEES REGULAR MEETING

Napier Avenue Campus - C-316

August 28, 2012 6:00 p.m.

I.	Cal	l to Order	
II.	Roll Call Setting of the Agenda Minutes of the June 26, 2012 Special Board Meeting-Budget Hearing Minutes of the June 26, 2012 Regular Board Meeting		
III.			
IV.			
v.	Pet	itions and Communications from the Floor	
VI.	A. B.	Presentations: Barnes & Noble Mascot Website Demo	
VII.	Old	Business	
VIII.		W Business President's Annual Evaluation	
IX.	Miscellaneous		
X.	Adjournment		



LAKE MICHIGAN COLLEGE BOARD OF TRUSTEES

MINUTES OF THE SPECIAL MEETING - BUDGET HEARING Napier Avenue Campus - Executive Board Room - Mendel Center June 26, 2012

I. CALL TO ORDER

Chair Truesdell called the Budget Hearing of the Lake Michigan College Board of Trustees to order at 6:00 p.m.

Present:

Truesdell, Dr. Maysick, Williams, Tomasini, Bergan, Dr.

Lindley and Moody

Absent:

None

II. NEW BUSINESS

Budget Hearing

Dr. Harrison reported that the Administration has gone through the budget process. The decision was made and implemented regarding tuition and fees. The amount to be received from the State of Michigan is watched closely, and is expected to remain flat. Property taxes are expected to be less due to the lowering of property values during this economy. Expenses are reviewed and at this point we are not proposing a raise for staff. Approximately \$1.5 million has been cut from the budget. We are proposing a balanced budget recognizing that things could change based upon student enrollment; adjustments will be made as necessary.

III. ADJOURNMENT

MOTION by Mr. Bergan, supported by Mr. Moody, to adjourn the special meeting of the Board of Trustees at 6:03 p.m.

VOICE VOTE - APPROVED

/ksl



BOARD OF TRUSTEES MINUTES OF THE REGULAR MEETING Napier Avenue Campus June 26, 2012

I. CALL TO ORDER

Chair Truesdell called the Regular Meeting of the Lake Michigan College Board of Trustees to order at 6:03 p.m., following the Budget Hearing. The meeting opened with the Pledge of Allegiance.

II. ROLL CALL

Present: Truesdell, Dr. Maysick, Williams, Tomasini, Bergan, Dr. Lindley

and Moody

Absent: None

III. SETTING OF THE AGENDA

Chair Truesdell removed item B: President's Evaluation from the agenda.

IV. APPROVAL OF MINUTES

The minutes of the May 29, 2012 Regular Meeting stand as presented.

V. PETITIONS AND COMMUNICATIONS FROM THE FLOOR

None

VI. PRESIDENT'S UPDATE

Dr. Harrison introduced Dr. Gabbard who provided a preview of Career Coach.

Dr. Harrison updated the Board on legislative issues.

INSTRUCTIONAL SERVICES REPORT

Dr. Dempsey reported on Burning Glass, reverse transfer grant collaboration, summer term and the culinary program advisory committee meeting.

FINANCIAL SERVICES

Ms. Hahn provided the Financial Services report as of May 31, 2012.

VII. OLD BUSINESS

None

VIII. <u>NEW BUSINESS</u>

FY '13 Draft Budget

The Fiscal Year 2013 Budget was presented at the meeting.

ACTION

It was recommended that the Fiscal Year 2013 Budget be approved by the Lake Michigan College Board of Trustees, as presented.

MOTION by Dr. Maysick, supported by Mr. Bergan, to approve the Fiscal Year 2013 Budget, as presented.

ROLL CALL VOTE:

Yeas:

Truesdell, Dr. Maysick, Williams,

Tomasini, Bergan, Dr. Lindley and

Moody

Neas:

none

APPROVED

Custodial Services RFP

A request for proposal for custodial services was administered by Lake Michigan College. The scope of the proposal encompassed all custodial services in all facilities operated by Lake Michigan College.

Advertisements were placed in our local newspapers including the Herald Palladium, South Bend Tribune, South Haven Tribune and the Lake Michigan College Web Page. Proposals were received from the following:

Supplier

Baas Cleaning LLC

St. Joseph, MI

CSM Services

Hudsonville, MI

Enviro-Clean Services Inc.

Holland, MI

Lake Michigan College

Facilities Workers Union/MEA/NEA

Benton Harbor, MI

The DM Burr Group

Flint, MI

WFF Facility Services

St. Louis, MO

ACTION

It was recommended that the Lake Michigan College Board of Trustees accept the bid of WFF Facility Services, as presented.

MOTION by Mr. Moody, supported by Dr. Lindley, to accept the bid of WFF Facility Services, with the addition of authorization to the Administration to negotiate wages.

ROLL CALL VOTE: Yeas: Dr. Maysick, Williams, Tomasini,

Bergan, Dr. Lindley, Moody and

Truesdell

Neas: None

APPROVED

Certification of Appointments 2012-13 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 Truesdell announced the appointments of Dr. Robert Harrison and Judy Truesdell as the Lake Michigan College representatives to the Michigan Community College Association Board of Directors and Dr. David Maysick as alternate for 2012-13.

<u>Frederick S. Upton Foundation 'Excellence in Education' Grant Application</u>

Lake Michigan College proposed grant funding for support of the "Start to Finish" project from the Frederick S. Upton 'Excellence in Education' Foundation of \$50,000.

ACTION

It was recommended that the Board of Trustees approve the Lake Michigan College Frederick S. Upton Foundation 'Excellence in Education' Grant application, as presented.

MOTION by Dr. Maysick, supported by Ms. Tomasini, to approve the Lake Michigan College Frederick S. Upton Foundation Excellence in Education' Grant application, as presented.

ROLL CALL VOTE: Yeas: Tomasini, Bergan, Dr. Lindley, Moody,

Truesdell, Dr. Maysick and Williams

Neas: None

APPROVED

Lake Michigan College/Niles Community Schools Collaboration

Lake Michigan College and Niles Community Schools are in discussions to:

- Provide a dedicated space at the Niles Eastside Connections School for a Lake Michigan College (LMC) Bertrand Crossing's Community Education Youth Robotics program serving community children grades K-8, and
- Provide exposure to learners at Eastside Connections School (ECS), other Niles Community Schools (NCS) students, and community children in general to programs that foster an awareness of robotics and enhancing pre-engineering STEM activities.

The Administration of Lake Michigan College and Niles Community Schools recommended that we formulate this partnership.

ACTION

It was recommended that the Lake Michigan College Board of Trustees authorize the President to develop and approve an agreement with Niles Community Schools to locate the College's Community Education Youth Robotics program for community children at Niles Eastside Connections School.

MOTION by Mr. Bergan, supported by Dr. Maysick, to authorize the President to develop and approve an agreement with Niles Community Schools to locate the College's Community Education Youth Robotics program for community children at Niles Eastside Connections School, as presented.

ROLL CALL VOTE: Yeas: Tomasini, Bergan, Dr. Lindley, Moody,

Dr. Maysick, Truesdell and Williams

Neas: None

APPROVED

Foundation Board of Director Appointments

At the May 16, 2012 meeting of the Lake Michigan College Foundation Board of Directors the following members were reappointed to the Foundation Board of Directors for three-year terms, beginning July 1, 2012, and ending June 30, 2015:

- Craig Erikson
- John Janick
- Ken Kozminski
- Jim Marohn
- Lloyd Miller
- Mary Ann Pater

The Board appointed the following persons to three-year terms, beginning July 1, 2012, and ending June 30, 2015:

- Ronald Farina
- Dr. Steven Hadaway
- Bryan Joseph

The Board elected to one-year terms Mike Welch as president of the Foundation and Jeff Curry as vice president.

ACTION

It was recommended that the Lake Michigan College Board of Trustees confirm the appointments and election of Foundation Board members as noted above.

MOTION by Mr. Moody, supported by Mr. Bergan, to confirm the appointments and election of Foundation Board members as noted above, as presented.

ROLL CALL VOTE: Yeas: Dr. Lindley, Moody, Truesdell, Dr.

Maysick, Williams, Tomasini and

Bergan

Neas: None

APPROVED

Retirement Plan Proposal

The following amendments to the College's retirement plans were proposed.

- 1. Employee Supplemental Retirement Plans
 Provide that employees have all access to their funds, as allowable by
 law; including, but not limited to: in-service withdrawal, any loan,
 hardship distributions, early withdrawals and rollover of
 contributions.
- Group Retirement Plan
 Provide that employees have all access to their funds, as allowable by
 law; including, but not limited to: in-service withdrawal, any loan,
 hardship distributions, early withdrawals, and rollover of
 contributions.

ACTION

It was recommended that the Lake Michigan College Board of Trustees approve the amendment to the College retirement plans, as presented.

MOTION by Mr. Bergan, supported by Ms. Tomasini, to approve the amendment to the College retirement plans, as presented.

ROLL CALL VOTE: Yeas: Moody, Truesdell, Dr. Maysick,

Williams, Tomasini, Bergan and Dr.

Lindley

Neas: None

APPROVED

IX. MISCELLANEOUS

X. ADJOURNMENT

MOTION by Mr. Bergan, supported by Mr. Moody, to adjourn the Regular Meeting of the Lake Michigan College Board of Trustees at 6:39 p.m.

VOICE VOTE

APPROVED

/ksl