

APPROVED MINUTES OF INFORMATION SESSION OF THE BOARD OF TRUSTEES OF THE COMMUNITY
COLLEGE DISTRICT OF THE COUNTY OF MACOMB

An open information session of the Board of Trustees of the Community College District of the County of Macomb was held Thursday, June 20, 2024, at 6:00 p.m., in Room K315/317 of the John Lewis Conference Center, South Campus, 14500 E. Twelve Mile Road, Warren, Michigan.

1.0 CALL TO ORDER

The meeting was called to order by Chairperson Lorenzo at 6:00 p.m.

2.0 ROLL CALL

Present:

Katherine Lorenzo, Chairperson
Frank Cusumano, Vice Chairperson
Kristi Dean, Secretary
Roseanne DiMaria, Treasurer
Vincent Viviano, Trustee (arrived at 6:56 p.m.)

Absent:

Joan Flynn, Trustee
Shelley Vitale, Trustee

Also present:

James Sawyer, President
Libby Argiri, Executive Vice President, Business
Kevin Chandler, Vice President, College Advancement & Community Relations
Joline Davis, Vice President, Human Resources
Tiffany Goliday, Executive Director, IDEA
Carrie Jeffers, Vice President, Student Services
Leslie Kellogg, Provost, Vice President of the Learning Unit
Sharon Kowal, Executive Assistant to the President & Board of Trustees
William Leavens, Chief of College Police
Deb Mende, Executive Director, Office of the President
Jeffrey Steele, General Counsel, Office of General Counsel
Patsy Tannahill, Executive Assistant to the President & Board of Trustees
Nara Mirijanian, Dean, Health and Public Service
Amy Jury, Apprenticeship Navigator
Shelly Meade, Practice Manager, Cornerstone Medical Group
Shaeleigh Penzak, Graduate, Medical Assistant Apprentice

3.0 APPROVAL OF AGENDA

MOTION by DiMaria, supported by Dean, approve the agenda as presented.

ALL IN FAVOR:

AYES: Cusumano, Dean, DiMaria, Viviano, Lorenzo

NAYS:

ABSENT: Flynn, Vitale

MOTION CARRIED.

4.0 AUDIENCE PARTICIPATION

None.

5.0 REVIEW OF AGENDA ITEMS AND MATERIALS

President Sawyer stated there will need to be a motion on agenda item 9.1 to remove Patricia Leonard, she has withdrawn her acceptance to join the college.

Trustee Cusumano stated he has a problem with the way the board has handled Non-Bargaining Unit (NBU) contracts. In 2016 he filed a freedom of information act request for the NBU contracts. His calculations of this information indicate salary of the President's Council at an estimated total pay of \$3.1 million dollars. For the current proposed contracts, it is over \$3 million dollars. He is unable to support, without a reasonable explanation of why we are servicing fewer students, and the college has expanded the President's Council.

President Sawyer responded that since 2016 there has been a variety of changes to the NBU administrators positions and not all members on the list are part of President's Council. Trustee Cusumano stated he thought the proposed NBU positions and President's Council were synonymous. He stated in 2016 there were 12 positions. President Sawyer stated there are 19 positions on the current list.

Trustee Cusumano stated he has a problem with the pay for these positions not being published publicly to the citizens of Macomb County and wonders if there is a reason why. President Sawyer stated the college complies with the transparency act of the state.

Trustee Cusumano stated he reviewed the Open Meetings Act pertaining to discussing these contracts in closed session and he agrees. General Counsel Steele responded the issue involved evaluating employees and the Open Meetings Act provision we used to go in to closed session not only talks about discipline, but also the evaluation of employees. Some employees asked that the matter be discussed in closed session. He cited Public Act 267, MCL 15.268.(a).

Trustee Cusumano stated he will be making a motion to amend Agenda Item 9.1 to include a Consumer Price Index increase of 3.5 percent year over year which is what the government chose for the increase in the cost of living.

President Sawyer responded that the purpose of the college going through the comparative evaluation was because we recognized that we weren't compensating some staff adequately, as he mentioned at the May meeting, we were looking at the 75th percentile and felt comfortable with the recommendation brought forth by the firm on that basis.

6.0. ISSUES AND UPDATES

6.1 President's Report

President Sawyer gave the following updates:

Enrollment Update

As of Monday, June 17, Spring/Summer 2024 credit hours are up 8.1 percent compared to last year, headcount is up 7.2 percent.

APPROVED Minutes, Information Session, June 20, 2024

“Received” Financial Assistance programs, enrollment for Spring/Summer 2024

- Macomb Tuition Advantage Program: 414
- MI Reconnect: 1174
- Michigan Achievement Scholarship: 33

Board Approval

There are two items that technically do not require board approval per the purchasing guidelines, but since they are membership organizations for the board, we thought it was appropriate to present them for approval. Administration recommends approval of both organizations.

- Agenda 5.2 is the renewal in the American Association of Community College Trustees
- Agenda 5.3 is membership in the Michigan Community College Association

Agenda item 5.4, the recommendation is to cancel the July board meeting due to limited business items.

Personnel

- Agenda item 9.1 is the annual NBU administrative contracts for the board’s approval. We need to revise the item to remove Patricia Leonard.
- Two tentative agreements, both meeting Board guidelines.
 - Agenda 9.3 – Adjunct faculty (AFMCC) – August 12, 2024, thru August 11, 2027
 - Agenda 9.4 – Maintenance and Operational staff (MCCCOPA), wage reopener – contract expires June 20, 2025
- President Sawyer thanked both the college and union negotiating teams for their good work to reach mutually agreeable terms.
- Two faculty are being presented for emeritus status.

Administrative – Information Items

10.1 - Spectrix Ticketing System for the Macomb Center for Performing Arts (MCPA) -

Ticket sales have been higher for MCPA events than initially anticipated resulting in an increase in fees of \$7,680 for a projected contract total of \$58,000.

10.2 - Grand River Solutions

Due to the substantial increase of complex Title IX complaints, we anticipate that the contract with Grand River Solutions will be \$120,000 to provide services for investigations, hearings and resolutions of Title IX complaints.

10.3 – Contract awarded through the Associate Degree Nursing (ADN) to Bachelor of Science in Nursing (BSN) Completion Grant

The terms of the grant required Macomb to identify a BSN-college or university as a strategic partner to administer the completion program. Macomb selected the University of Detroit-Mercy (UDM) to administer the BSN completion program and established a five-year articulation agreement for the grant period of July 1, 2023 – September 30, 2026.

10.4 – 70th Anniversary Book from HOUR Media

Administration ordered another 250 copies of the book while it’s still at press to avoid a higher expense for a separate print run at a later date. The additional cost is \$6,242.

Administrative – Action Items

11.4 – East Campus Rooftop Units Replacement and HVAC Controls Upgrade

This project was shared with the board at the November meeting and is critical in nature. Temperature controls at East Campus are outdated and on a platform that is exceedingly difficult to maintain and to get the required network support from the manufacturer. This leads to excessive down time and poor control of temperature throughout the building resulting in discomfort and safety concerns for students, faculty and staff. The college has received numerous complaints of concern and dissatisfaction from external agencies regarding the excessive temperatures at East Campus. Also, due to the lack of updated network patches and software, the system poses a potential risk for a cyber security breach. Total project cost is \$1,527,222, and includes selection of lowest bid in all categories, almost \$1 million less than initially anticipated.

11.5 – 2024-25 Deferred Maintenance Replacements and Repairs

Administration recognizes the need to scale back the annual renovation program while the college-wide space utilization study is being conducted, however the need to continue with the deferred maintenance aspect of the program is critical to avoid building and infrastructure failure and ensure safety while also maintaining the substantial value and investment of the College's properties, buildings, and grounds. A budget of \$1.5 million is proposed and this maintenance is considered necessary.

Purchases

11.3A – Three (3) Issues of the Connect magazine – fall 2024, winter 2025 and spring/summer 2025

Bid for the printing and mailing services for three (3) issues of the Connect magazine for \$191,565 to Hearst Corporation of Big Rapids, MI.

11.3B – Supplemental Contract Programming Resources

Contract for 2 years of supplemental programming resources not to exceed \$490,000 for two (2) programmers to Execu-Sys of New York, NY.

11.3C – Michigan Community College Risk Management Authority Insurance (MCCRMA)

The College's renewal contribution to the MCCRMA for 2024-25 is \$820,248, which represents an increase of 7.5 percent based on claims experience, an increase in the insured property value, an increase in the cyber coverage and police professional rates due to high risk, and an increase in rates due to inflation and the hardening in the insurance market overall. The average annual increase in the cost of insurance over the past 12 years is 2.66 percent, which is reasonable for excellent coverage. With respect to property covered by insurance, the recent appraisal reported \$762 million in replacement value, an increase of \$59 million, for college buildings. The college continues to be satisfied with the service and insurance coverage.

11.3D – Colleague Software-as-a-Service Readiness Phase 1 – Ellucian Experience Portal

Phase I of the College's Colleague Software-as-a-Service (SaaS) readiness project will establish and configure the technical foundation for transition to Colleague SaaS, the cloud-based version of the College's student and business information system. Purchase and installation of Ellucian's Experience Portal with a cost not to exceed \$308,642 over 5 years.

11.3E – Renewal of Codio Student Licenses/Resource-Access to Programming Tools Online Platform

Business Information Technology researched and piloted software-as-a-service (SaaS) platform for adoption in IT Programming curriculum. Students have shown they prefer Codio. Licensing for 335 students for three academic years is recommended resulting in a total savings of \$6,701.25 compared to the single, one-year pricing.

11.3F – EMS Room, Event and Catering System Renewal

This is a request to renew a three-year contract with EMS Software for a Room, Event and Catering System in an amount not to exceed \$169,972. The software was bid out in 2018, and staff have been satisfied with the system.

IDEA Update

The college's first Juneteenth celebration was held on June 19 from 2:00 – 5:00 in the Lorenzo Cultural Center. This celebration was for all Macomb students and employees. There was a DJ, food, dancing, and an opportunity to learn more about Juneteenth. On June 17, in partnership with Henry Ford College and Oakland Community College we hosted a webinar with Virtual Storyteller, Mama D'Jatu from the Charles H. Wright Museum of African American History. Mama D'Jatu focused on Juneteenth, from the announcement of freedom in 1865 to the present-day celebrations.

Athletic Team Mascot

The unveiling of the college team mascot will be in July. The board will be notified of the details if you would like to participate.

College Police Action

President Sawyer recognized Officer Vandenheede and Lt. Greene who demonstrated extraordinary vigilance when they stopped to help a young autistic child who was running towards Utica Road in Roseville. They contacted Roseville Police Department, compassionately approached the child, and safely secured him in the police vehicle while they canvassed the neighborhood to locate the child's family. The child's mother was looking for the child as well and the two were quickly reunited.

Testimony in Lansing

On June 5, President Sawyer testified before the Joint House Higher Education and Community College Committee. Testimony focused on the Growing Michigan Together recommendations related to higher education. It was a great opportunity for him to highlight some of Macomb's successes including the Macomb Tuition Advantage program, dual enrollment, early college, transfer partnerships, and Student Options for Success (SOS) office.

Strategic Planning Retreat

President's Council met last week to review and update Macomb's strategic plan. We also participated in a leadership workshop facilitated by Kevin David from CampusWorks.

Learning Unit Retreat

On June 18, the Learning Leadership Team (Provost, Deans, ADs, and Directors in the Learning Unit) participated in their annual summer retreat. The group visited the Arab American National Museum (AANM) to learn about the history, contributions, and diverse cultures of Arab Americans. The AANM Director of Education provided a guided tour of the museum, facilitated a cultural understanding and sensitivity workshop, and led an interactive demonstration on traditional Arabic dancing.

Emergency Operations

Chief Leavens has been leading the development of an Emergency Operations system. He led our initial Emergency Management Operations meeting in conjunction with Macomb County Emergency Management. The manual has been developed and training has been ongoing with more to come.

Event at Jimmy John's Field

The retiree and alumni game was held on June 14 and there was a great turnout. Thank you, Trustee Dean, for attending. The employee appreciation game is scheduled for August 16th.

US Navy Submarine Industrial Base Project

The college has been working on a potential project with the US Navy to support an increase in submarine manufacturing. Conversations have been ongoing over the last 18 months but have picked up momentum in the last two months. On May 2, we hosted a delegation of US Navy subcontractors and State of Michigan staff at the MTEC building and also gave them a tour of the Advanced Technology and Skilled Trades facility. The meeting and tour went well. (US Navy has charged Blue Forge Alliance with leading the Submarine Industrial Base Project.)

The next step took place on May 22-24 with our team's visit to the existing training center in Danville, VA. To our surprise, when our team arrived in Danville, they were informed that Blue Forge Alliance wanted to proceed with Macomb as the leading institution in Michigan. The announcement is scheduled for July 22, 2024, by the Secretary of the Navy. The location to be determined. The first cohorts will be CNC Machining and Welding. They need to be running by November 2024, initially with one shift and potentially increasing to two or three shifts.

The College developed a proposal for \$15.5 million over two years to pay the labor, equipment expenditures and infrastructure costs to the College. We received a letter of intent from Blue Forge Alliance on Friday, June 14, 2024. Executive Vice President Argiri and General Council Steele are currently working on the contract terms and conditions.

Provided mutually agreeable terms and conditions can be reached, the project will need to move quickly. It will involve buying 24 CNC machines and welding equipment. The equipment and capital expenditures will be from the federal government like grant funding. The plan is to follow a process similar to the one we used for the Higher Education Emergency Relief Funding (HEERF) received during COVID. The President and Executive Vice President for Business will follow college purchasing guidelines and report to the board in an information item, outlining the bidding and selection process. Depending on the timing of the contract and government processes, we may need to advance the money, but will only do so if we have assurance of reimbursement.

Wayne State Macomb Education Building

President Sawyer said a meeting was held recently with Wayne State University, the Macomb County Executive Office, and Macomb Community College to discuss the WSU building on Hall Road (former County Library). Discussions started in 2019 but were put on hold during the pandemic. Wayne State is interested in vacating the building. They are not using the facility and there is an annual expense to maintain it. Wayne State is developing a price they would like to receive to recoup some of the investment they made in the building. We are waiting to see if it is a reasonable amount and if it is, he suggested the college obtain the building given its prominent location on the College campus and Hall Road. We would put programs in the building that make sense for easy access and parking. The Macomb Organization for Retiree Enrichment (MORE) program is a great example. We are currently struggling to find dedicated space to hold the sessions and as a result the program cannot grow.

August Board Meeting

- Annual library purchases
- Adobe licensing (3 year)
- WCE registration system
- Lighting Controls Upgrade - tentative

Fraudulent activity related to student accounts

An engagement letter has been signed with Plante Moran. Kathi Poindexter, Director of Finance and Investments, has begun providing information for them to perform a forensic audit. A team continues to evaluate software solutions to help identify potentially fraudulent students through the admissions process. A new IDV (identity verification) personal record (PERC) hold has been implemented which requires a student to verify their identity prior to being able to register for classes.

Trustee Request for Information

Trustees had several questions related to marketing at the May information session. Kevin Chandler, Vice President of College Advancement and Community Relations, and Audrey Takacs, Director of Marketing, compiled a response that President Sawyer shared in an email on May 19, 2024.

He also shared feedback on May 29, 2024, regarding the student who spoke during audience participation at the May 15, 2024, board meeting.

Questions:

Trustee Cusumano stated, assuming there will be an insufficient vote for the NBU contracts, is it possible that when there is a quorum, the pay increase will be retroactive. President Sawyer responded that these contracts expire June 30, 2024. If this does not pass tonight, there will be a call for a special board meeting next week. The college cannot run without these 19 people and there is no obligation to pay them past June 30, 2024. President Sawyer confirmed that the terms of the contract have not changed, and a copy will be forwarded to the board.

General Council Steele reflected on the 2016 NBU salaries. It was \$1.6 million dollars divided by 12 individuals. This averaged out to \$132,000 per member. In 2025, it's \$3 million for 19 members, averaging \$158,000 per member. That's a \$26,000 increase over nine years, a 2 percent increase. If you average it out over the nine years, it's a 2 percent increase year after year over the life of the term. Trustee Cusumano stated his numbers were from 2014. President Sawyer added that the 2016 contracts were two-year contracts. The current contracts are one year.

Trustee Dean made a recommendation to move agenda item 9.1 to the end of the agenda to await the arrival of Trustee Viviano. General Council Steele stated the vote won't occur until the regular session, if necessary, a motion can be made at that time.

6.2 Healthcare Apprenticeship Student and Employer Discussion

President Sawyer introduced Nara Mirijanian, dean of Health and Public Services, who provided an overview of the healthcare apprenticeship program, a congressional-directed spending grant the college received from the Department of Education in the amount of \$2.6 million dollars to create sustainable career pathways in health care. The grant began September 1, 2022, with an end date of August 31, 2025.

Dean Mirijanian acknowledged the team that brought this project to life. Amy Jury, healthcare navigator for apprenticeships, Dr. Paula Primeau, associate dean for health science technology, Michele Valin, director for workforce and continuing education and two speaking guests.

Dean Mirijanian introduced Amy Jury, Health Apprenticeship Navigator. She credits A. Jury with leading the project but also creating the pathway for the apprenticeships with the employers and an understanding of how to do this.

A. Jury introduced two guests, Shelley Meade, Practice Manager, and Shaleigh Penzak, recent graduate of the Medical Assistant program, both are employees of Cornerstone Medical Group, who shared their experiences with the program. Cornerstone Medical Group was the first company to register their program with the U.S. Department of Labor and received the first cohort of apprentices.

President Sawyer thanked the presenters.

7.0 CLOSED SESSION

MOTION by DiMaria, supported by Dean, to move into closed session pursuant to MCL 15.268.(e) to discuss pending litigation.

ROLL CALL:

AYES: DiMaria, Dean, Cusumano, Viviano, Lorenzo

NAYS:

ABSENT: Flynn, Vitale

MOTION CARRIED.

8.0 ADJOURNMENT

MOTION by DiMaria, supported by Dean, to adjourn the meeting.

Motion carried.

The meeting adjourned at 7:56 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES


Secretary