

APPROVED MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB

A regular meeting of the Board of Trustees of the Community College District of the County of Macomb was held Wednesday, August 21, 2024, at 8:02 p.m., in Room K324, 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 8:02 p.m.

2.0 ROLL CALL

Present:

Katherine Lorenzo, Chairperson
Frank Cusumano, Vice Chairperson
Kristi Dean, Secretary
Roseanne DiMaria, Treasurer
Joan Flynn, Trustee
Shelley Vitale, Trustee
Vincent Viviano, Trustee

Absent:

Also present:

James Sawyer, President
Sharon Kowal, Executive Assistant to the President and Board of Trustees
Jeffrey Steele, General Counsel (remote)
Patsy Tannahill, Executive Assistant to the President and Board of Trustees

3.0 APPROVAL OF AGENDA

MOTION by Cusmano, supported by Dean, to remove agenda item 5.2, change of date for the December 18, 2024 Board of Trustees meetings.

ALL IN FAVOR:

AYES: Cusumano, Dean, DiMaria, Flynn, Vitale, Viviano, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

MOTION by Cusmano, supported by Dean, to approve the agenda as amended.

ALL IN FAVOR:

AYES: Cusumano, Dean, DiMaria, Flynn, Vitale, Viviano, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

4.0 APPROVAL OF MINUTES

4.1 Information Session Minutes, June 20, 2024

4.2 Closed Session Minutes, June 20, 2024

4.3 Regular Meeting Minutes, June 20, 2024

MOTION by Cusumano, supported by Dean, to approve the minutes of the June 20, 2024, information session, closed session, and regular meeting, as read.

ALL IN FAVOR:

AYES: Cusumano, Dean, DiMaria, Flynn, Vitale, Viviano, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

5.0 BOARD OF TRUSTEES REPORTS (verbal)

5.1 Board of Trustees Reports

Trustee Vitale attended the Michigan Community College Association Summer Conference and stated Macomb Community College is highly respected among the community college community. Trustee Vitale attended a breakout session presented by Doreen Larson, Enrollment Essentials. LLC, entitled You Control Who You Enroll: Institutional Actions That Influence Enrollment and Student Success. Larson discussed a strategy to increase enrollment using a model called the 4 T's: Timing, Testing, Transfer and Tuition. Trustee Vitale also attended a breakout session discussing trustee retreats which allow for an informal venue to discuss ideas with the President.

6.0 PRESIDENT'S REPORT (verbal)

None.

7.0 FINANCIAL REPORTS

7.1 Financial Statement – July 31, 2024

MOTION by DiMaria, supported by Flynn, to receive and file the financial statements for the one month ended July 31, 2024.

ALL IN FAVOR:

AYES: DiMaria, Flynn, Cusumano, Dean, Vitale, Viviano, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

7.2A. Investment Report – June 30, 2024

MOTION by DiMaria, supported by Flynn, to receive and file the investment report of securities held as of June 30, 2024.

ALL IN FAVOR:

AYES: DiMaria, Flynn, Dean, Vitale, Viviano, Lorenzo

NAYS: Cusumano

ABSENT:

MOTION CARRIED.

7.2B. Investment Report – July 31, 2024

MOTION by DiMaria, supported by Flynn, to receive and file the investment report of securities held as of July 31, 2024.

ALL IN FAVOR:

AYES: DiMaria, Flynn, Dean, Vitale, Viviano, Lorenzo

NAYS: Cusumano

ABSENT:

MOTION CARRIED.

8.0 AUDIENCE PARTICIPATION (verbal)

None.

9.0 PERSONNEL REPORTS

9.1 New Hires

9.1A. Patricia Roberson, Instructor of Law Enforcement, MCCFO

MOTION by Cusumano, supported by Viviano, that the Board of Trustees approve the personnel action for Patricia Roberson, Instructor of Law Enforcement, MCCFO.

ROLL CALL VOTE:

AYES: Cusumano, Viviano, Dean, DiMaria, Flynn, Vitale, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

9.1B. David Sirka, Digital Literacy and Reference Librarian, MCCFO

MOTION by Dean, supported by Viviano, that the Board of Trustees approve the personnel action for David Sirka, Digital Literacy and Reference Librarian, MCCFO.

ROLL CALL VOTE:

AYES: Dean, Viviano, Cusumano, DiMaria, Flynn, Vitale, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

9.1C. Anthony Case, Instructor of Music, MCCFO

MOTION by Dean, supported by Cusumano, that the Board of Trustees approve the personnel action for Anthony Case, Instructor of Music, MCCFO.

ROLL CALL VOTE:

AYES: Dean, Cusumano, DiMaria, Flynn, Vitale, Viviano, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

- 9.1D. Zia Felder, Director of Compliance Office/Title IX Coordinator, NBU
MOTION by Cusumano, supported by Dean, that the Board of Trustees approve the personnel action for Zia Felder, Director of Compliance Office/Title IX Coordinator, NBU.
ROLL CALL VOTE:
AYES: Cusumano, Dean, DiMaria, Flynn, Vitale, Viviano, Lorenzo
NAYS:
ABSENT:
MOTION CARRIED.
- 9.1E. Veronica Seatts, Associate Dean of Counseling and Academic Advising, MCAAP
MOTION by Flynn, supported by DiMaria, that the Board of Trustees approve the personnel action for Veronica Seatts, Associate Dean of Counseling and Academic Advising, MCAAP.
ROLL CALL VOTE:
AYES: Flynn, DiMaria, Cusumano, Dean, Vitale, Viviano, Lorenzo
NAYS:
ABSENT:
MOTION CARRIED.
- 9.1F. Donald Hutchison II, Instructor/Instructional Designer, NBU
MOTION by Cusumano, supported by Dean, that the Board of Trustees approve the personnel action for Donald Hutchison II, Instructor/Instructional Designer, NBU.
DISCUSSION: Trustee Cusumano asked General Counsel Steele if it is necessary to ratify the hire on July 24, 2024? General Counsel Steele responded the current agenda item is sufficient for approval.
ROLL CALL VOTE:
AYES: Cusumano, Dean, DiMaria, Flynn, Vitale, Viviano, Lorenzo
NAYS:
ABSENT:
MOTION CARRIED.
- 9.1G. Valerie Corbett, Assistant Director - Special Projects, Workforce and Continuing Education - Engineering and Advanced Technology, NASF
MOTION by Dean, supported by DiMaria, that the Board of Trustees approve the personnel action for Valerie Corbett, Assistant Director - Special Projects, Workforce and Continuing Education - Engineering and Advanced Technology, NASF.
ROLL CALL VOTE:
AYES: Dean, DiMaria, Cusumano, Flynn, Vitale Viviano, Lorenzo
NAYS:
ABSENT:
MOTION CARRIED.

9.1H. Keith Johnson, Manager of Instruction, Training and Technology, Workforce and Continuing Education - Engineering and Advanced Technology, NASF

MOTION by Dean, supported by DiMaria, that the Board of Trustees approve the personnel action for Keith Johnson, Manager of Instruction, Training and Technology, Workforce and Continuing Education - Engineering and Advanced Technology, NASF.

ROLL CALL VOTE:

AYES: Dean, DiMaria, Cusumano, Flynn, Vitale Viviano, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

10.0 REPORTS OF ADMINISTRATION – INFORMATION ITEMS

10.1 Compensation Salary Analysis

MOTION by Viviano, supported by Vitale, to receive and file the information report.

ALL IN FAVOR:

AYES: Viviano, Vitale, Dean, DiMaria, Flynn, Lorenzo

NAYS: Cusumano

ABSENT:

MOTION CARRIED.

10.2 U.S. Navy Submarine Industrial Base (SIB)/BlueForge Alliance (BFA) Contract Funded Purchases

MOTION by Cusumano, supported by DiMaria, to receive and file the information report.

ALL IN FAVOR:

AYES: Cusumano, DiMaria, Dean, Flynn, Vitale, Viviano, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

10.3 PERKINS GRANT FUND - Leco Metallurgical Digital Microscopes

MOTION by Cusumano, supported by DiMaria, to receive and file the information report.

ALL IN FAVOR:

AYES: Cusumano, DiMaria, Dean, Flynn, Vitale, Viviano, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

10.4 70th Anniversary Book Update

MOTION by Flynn, supported by DiMaria, to receive and file the information report.

DISCUSSION: Trustee Dean expressed gratitude to Vice President Kevin Chandler for his efforts on the book.

ALL IN FAVOR:

AYES: Flynn, DiMaria, Cusumano, Dean, Vitale, Viviano, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS

11.1A. Donations – June 30, 2024

MOTION by DiMaria, supported by Flynn, to accept the donations as presented and acknowledged by the College, with thanks.

ALL IN FAVOR:

AYES: DiMaria, Flynn, Dean, Vitale, Viviano, Lorenzo

NAYS: Cusumano

ABSENT:

MOTION CARRIED.

11.1B. Donations – July 31, 2024

MOTION by DiMaria, supported by Flynn, to accept the donations as presented and acknowledged by the College, with thanks.

ALL IN FAVOR:

AYES: DiMaria, Flynn, Dean, Vitale, Viviano, Lorenzo

NAYS: Cusumano

ABSENT:

MOTION CARRIED.

11.2 Change Orders (none)

11.3 Authorization for Purchases

11.3A Annual Library Purchases and DALNET Maintenance Agreement

MOTION by Cusumano, supported by DiMaria, that the Board of Trustees authorize the Administration to purchase library resources for fiscal year 2024-2025 in amounts not to exceed \$131,377 to MCLS (Midwest Collaborative Library Services) of Lansing, Michigan; and authorize the renewal of its annual maintenance agreement in an amount not to exceed \$104,115 to the Detroit Area Library Network (DALNET).

ROLL CALL VOTE:

AYES: Cusumano, DiMaria, Dean, Flynn, Vitale, Viviano, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

11.3B. Student Evaluation of Teaching (SET) Software

MOTION by Dean, supported by DiMaria, that the Board of Trustees authorize the Administration to enter into a 3-year contract, upon the approval of General Counsel, with SmartEvals of Buffalo, New York to provide a course evaluation service commencing on 08/22/2024 and in an amount not to exceed \$72,960.

ROLL CALL VOTE:

AYES: Dean, DiMaria, Cusumano, Flynn, Vitale, Viviano, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

11.3C. Title IX Training

MOTION by DiMaria, supported by Vitale, that the Board of Trustees authorize the Administration to enter into a 3-year contract, upon the approval of General Counsel, with Vector Solutions of Tampa, Florida to provide Title IX training in an amount not to exceed \$59,571.25.

ROLL CALL VOTE:

AYES: DiMaria, Vitale, Cusumano, Dean, Viviano, Lorenzo

NAYS:

PRESENT: Flynn

ABSENT:

MOTION CARRIED.

11.3D. Interactive Virtual Campus Map and 360° Tours - STATE OF MICHIGAN FUNDING

MOTION by DiMaria, supported by Vitale, that the Board of Trustees authorize the Administration to enter into a contract, upon the review and approval of General Counsel, with Concept3D of Denver, Colorado for the interactive virtual campus map and 360° tours in the total amount not to exceed \$199,000.

ROLL CALL VOTE:

AYES: DiMaria, Vitale, Cusumano, Dean, Flynn, Viviano, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

11.4 Center Campus Building/Site Lighting Control Upgrades

MOTION by DiMaria, supported by Vitale, that the Board of Trustees approve the proposed budget for the replacement of the Center Campus Building and Site Lighting Control Upgrades and authorize the award of contracts subject to the review and approval of General Counsel.

ROLL CALL VOTE:

AYES: DiMaria, Vitale, Cusumano, Dean, Flynn, Viviano, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

12.0 POLICY ACTIONS (none)

13.0 ADJOURNMENT

MOTION by Cusumano, supported by Flynn, to adjourn the meeting.

MOTION CARRIED.

The meeting adjourned at 8:42 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES



Secretary