

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 Wednesday, October 16, 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, Acting Secretary
Roseanne DiMaria, Treasurer
Joan Flynn, Trustee
Shelley Vitale, Trustee

Absent:

Kristi Dean, Secretary
Vincent Viviano, 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
William Leavens, Chief of College Police
Deb Mende, Executive Director, Office of the President
Kathleen Poindexter, Executive Director, Finance and Business
Jeffrey Steele, General Counsel, Office of General Counsel
Patsy Tannahill, Executive Assistant to the President and Board of Trustees

3.0 APPROVAL OF AGENDA

MOTION by DiMaria, supported by Flynn, to approve the agenda as presented.

ALL IN FAVOR:

AYES: DiMaria, Flynn, Cusumano, Vitale, Lorenzo

ABSENT: Dean, Viviano

NAYS:

MOTION CARRIED.

4.0 AUDIENCE PARTICIPATION

None.

5.0 REVIEW OF AGENDA ITEMS AND MATERIALS

Trustee Cusmano noted that approximately \$1.25 billion of cash and deposits were covered by FDIC insurance as of June 30, 2024, and 2023. However, around \$22 million and \$18 million were not covered. Kathleen Poindexter, Executive Director of Finance and Business, clarified that the amounts refer to liquid cash deposits in various bank accounts, where each account is insured up to \$250,000 by the FDIC. The funds earn interest while held in the bank accounts and the amount fluctuates throughout the year based on cash flow.

Trustee Flynn asked for clarification on a grant summary, specifically about which Warren school district was involved. President Sawyer identified Butcher Educational Center in the Warren Consolidated school district.

Trustee Flynn inquired about the inclusion of parochial schools. President Sawyer explained that participation depends on the engagement.

Trustee Flynn complimented Professor Bradley Wakefield's sabbatical report.

Trustee Vitale praised the well-written and organized grant closeout report.

Trustee Vitale expressed concern about the significant investment in campus buildings and asked how much these buildings are being utilized post-pandemic, including how many classes are held and the level of foot traffic. Trustee Vitale suggested this information would be helpful for future decision-making. President Sawyer stated that a facility utilization study is currently being conducted and results are expected in the first quarter of 2025, to be presented by Plante Moran. President Sawyer reassured the trustees that they are aware of the issue and are mindful of where money is being spent, ensuring it is directed toward necessary areas.

Trustee Cusumano asked about the presence of breathing apparatuses in the welding labs. William Simonson, Executive Director of Facilities and Operations, responded that the labs are properly ventilated, and meet all necessary standards, they do not have breathing apparatuses.

Trustee Cusumano inquired about the healthcare insurance contract being bid to a third-party provider and what is the contract amount. President Sawyer stated that is still being determined. President Sawyer explained that the decision to seek outside expertise is due to the complexities of the healthcare environment and the relationships between professionals and the major carriers. The aim is to ensure independence in the bidding process.

Trustee Cusumano requested an update on the Gail Turri case. General Counsel Steele indicated that briefs are due on Friday, October 18, 2024, and hearings have concluded. General Counsel Steele stated the arbitrator's decision may be bifurcated, addressing whether there was just cause first. If the finding is that there was no just cause, the process will move to a remedy stage that may involve additional hearings.

6.0 ISSUES AND UPDATES

6.1 President's Report

Enrollment Update

As of Monday, Fall, 2024 credit hours are up 2.7% compared to last year, headcount is up 2.4%.

Audit

Rehmann will present the results of the audit tonight. We had another successful audit with unqualified opinions for both the college and foundation audit. The single audit will be finalized after the Fraud Task Force has completed steps to identify confirmed cases of student fraudulent accounts and receives any information from the Department of Education, Office of the Inspector General.

“Received” Financial Assistance programs, enrollment for Fall 2024:

- Macomb Tuition Advantage Program: 2317 registered for 12+, current receiving 152
- MI Reconnect: 1754 eligible, 643 receiving
- MI Reconnect 21-24: 911 registered, 462 receiving
- Community College: Guarantee: 960 registered for 12+, current receiving 244

Agenda Item 9.0 Personnel Actions

There are three new hires this evening, full-time counselor, full-time nursing faculty and the dean of student success. All of which are replacements for staff retirements.

Administrative – Information Items

10.1 – Annual Grant Close-Out Report

10.2 – IT Microsoft Institutional License Increase

Institutional licensing increased by \$48,020 for the year due to unforeseen circumstances including the M3 project, increased use of Microsoft Project, Visio, Power Automate and Apps, AI Co-Pilot and standalone licensing for Microsoft Teams conference rooms and classrooms.

10.3 – US Navy Submarine Industrial Base / BlueForge Alliance Funding and Purchases

A make-up air unit and one year warranty was purchased for the new welding lab at MTEC. ThermaNetics, Auburn Hills, MI. \$83,400.

10.4 – Sabbatical Leave Report for 2023/2024

Report from Professor Bradley Wakefield.

Authorization for Purchases

11.3A – Microsoft Power Platform Support

Proposals were received for consulting to support the college’s use of Microsoft’s Power Platform including Power BI, Power Automate, eForms and Power Apps. The college prioritized utilizing “on-shore” and firms with demonstrated strong experience in higher-education. The lowest-cost provider meeting these criteria was AQL Technologies of Park Ridge, IL in an amount not to exceed \$160,000.

Administrative – Action Items

11.4 – Construction Management Services Contract

Request for approval of the extension of the college’s contract with Barton Malow through December 2025 for construction management of the following projects:

- south campus, P building renovation
- south campus parking lots 2 & 3 and storm water system improvements
- east campus new apparatus bay building
- east campus rooftop unit replacement and HVAC controls upgrade
- center campus H building elevator replacement
- center campus K building culinary arts renovation and terrace addition

APPROVED Minutes, Information Session, October 16, 2024

- university center 4 rooftop unit replacement and HVAC controls upgrade.

The fee structure is consistent with the south campus M building Mobility and Sustainability Education Center project that was competitively bid in February 2024, with a cost not to exceed \$1,769,087.

As you know, Barton Malow has consistently delivered excellent results for the college, ensuring renovation projects are completed on scope, on time, and within budget.

Agenda Item 9.2 - Publicly Funded Health Insurance Contribution Act

The Health Care Coalition is recommending that the Board of Trustees adopt the hard cap model for health care costs in 2025 due to the significant increase in expenses this year. We're concerned about the rising healthcare costs for college employees. If the Board approves the recommendation tonight, the college's impact will be limited to the hard cap. We are also contracting with a third-party firm to assess health care options, which may lead to plan design changes and potentially a new carrier. A July transition is possible if the savings significantly benefit both employees and the college.

Inclusion, Diversity, Equity and Access Update

- Hosted the Real to Reel event featuring the movie Till in partnership with the staff from the Lorenzo Cultural Center. Tiffany Goliday facilitated a panel discussion centered on the film, which highlights the murder of Emmett Till and his mother Mamie Till's fight for justice. The event attracted 70-75 attendees who came to watch the movie and engage with the panel, which included two DEI officers and a Macomb faculty member from the Political Science department.
- Macomb Multicultural International Initiatives honored Indigenous Peoples' Day on Monday, Oct. 14, by observing moments of silence throughout the day. Employees and students were invited to participate in these moments of silence to honor the 12 Sovereign Tribal Nations of Michigan.

Fraudulent activity related to student accounts

The Plante Moran report was emailed to trustees on October 4, 2024. We are taking steps to mitigate further fraud by requiring all students classified as "Highest Risk" and "High Risk" to provide identification before conducting any business with the college. It's important to note that some students in these categories have provided identification and are not fraudulent. We will provide periodic updates to the board as we continue to address this issue.

D3C3 Update

- Representatives from Ralph C. Wilson, Jr Foundation visited Macomb on October 10, 2024, to get an update on our progress to date and tour T-building at South Campus.
- The D3C3 Fall in-person convening for all the colleges is occurring at Macomb on October 17, 2024.
- The third-party evaluator, American Institute for Research (AIR) will be onsite October 21, 2024, to interview cluster leads and students about the grant.
- Hosting second Dual Enrollment Family Information Night for parents and influencers to promote dual enrollment opportunities at the Lorenzo Cultural Center on October 16, 2024.

Student Art Show

A collection of student works created during both Fall 2023 and Winter 2024 semesters were on display at the Biannual Student Juried Art Show on September 12, 2024. Works included bronze and wood sculpture reliefs, ceramic vessels and flats, paintings with gouache, acrylic, and oil, graphite and charcoal drawings, metalwork, and jewelry. There were 82 attendees.

Campaign Rentals

Over the past month, we hosted two campaign events: Presidential Candidate Trump on September 27, 2024, and Vice President Candidate Walz on October 11, 2024. Special thanks to Nicole McKee, Director of Governmental and Institutional Relations, for leading these visits, as well as to Chief Leavens, the College Police, and the other Macomb staff who helped make these events successful.

Contract training with TACOM

The workforce and continuing education, business and instructional technology department, has secured a 12-month contract from TACOM to deliver Supply Chain Management training, which will run from January to December 2025. The program will consist of four 12-week cohort sessions, each accommodating 30 students, and will conclude with a capstone project for each cohort. The total contract value is \$120,000.

Center Campus Line Failure

A section of the remaining 50-year-old cable (Line 2) at the center campus failed on Sunday, October 13, 2024. Power was temporarily restored by running the entire campus off another line (Line 1). To further diagnose the failed cable, a campus shutdown will be scheduled to determine the length of replacement cable needed, as well as to order replacement switchgear. We anticipate the total cost for the cable, switchgear, and labor to be at least \$250,000. Since this is an emergency repair, we will provide the Board with final details and costs as an Information Item.

Board of Trustees Retreat

The Board of Trustees has asked the administration to review possible dates for a Board of Trustees retreat. We have proposed two options: Monday, December 2, 2024, and Tuesday, February 25, 2025, both in SK-324. A couple of Board of Trustees members have indicated that these dates work for them. Please let us know if you can attend on either of these dates.

Trustee Request for Information at September Board of Trustees meeting

Trustee Cusumano requested a list of NBU administrators, non-administrators, and faculty. Additionally, Trustee Flynn requested a copy of the Purchasing Policy and the Community College Act of 1966. President Sawyer provided this information in an email to all trustees on October 3, 2024.

November Board of Trustees Meeting

- Purchases:
 - UWill renewal
 - Penetration testing contract
 - Identity Management System
 - Accessible Content software
 - Syllabus management software
 - Macomb Center for the Performing Arts website
 - 2 Cargo vans
 - Spektrix ticketing software licensing
 - Departmental process mapping

Presentation Tonight

1. Rehman – 2023- 2024 Audit

6.2 Audit Presentation by Rehmann

The two principals presenting the audit results for fiscal year 2024 from Rehmann are Michelle Fowler and Michelle Hodges.

Michelle Fowler provided an update on the audit for fiscal year 2024, mentioning that the college received a clean, unmodified opinion on its audit, indicating strong financial management. There were no adjustments or internal control issues reported, and the college's net position grew by \$29 million, reaching over \$208 million as of June 30, 2024. However, the Single Audit Act compliance report is delayed due to ongoing efforts to verify student identities related to suspicious activity. The college is working with the Office of Inspector General and aims to close out the single audit by the end of the calendar year. The audit tested \$30 million of the college's \$34 million in federal expenditures, including student financial aid and coronavirus recovery funds, with no issues found so far.

8.0 ADJOURNMENT

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

Motion carried.

The meeting adjourned at 6:37 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES



Secretary