

**DELTA COLLEGE**  
**BOARD OF TRUSTEES REGULAR MEETING**  
**Virtually via Zoom (1-929-205-6099 Webinar ID 522 341 752)**  
**Held virtually per Governor Whitmer’s Executive Order 2020-15 (COVID-19)**  
**Tuesday, April 14, 2020**  
**7:00 p.m.**

**BOARD PRESENT** M. Benecke, A. Buckley, R. Emrich, S. Gannon, K. Lawrence-Webster, D. Middleton, M. Nash, M. Rowley, M. Thomas

**BOARD ABSENT** None

**OTHERS PRESENT** D. Allen, N. Bovid, L. Brown, T. Brown, J. Carroll, P. Clark, E. Clement, A. Cramer, M. Crawmer, R. Curley, R. Curry, C. Curtis, A. Dickinson, S. DuFresne, D. Fairchild, J. Foco, P. Fox, J. Garn, J. Goodnow, L. Govitz, L. Krukowski, S. Lewless, C. McMath, D. McQuiston, J. Miller, M. Mosqueda, J. Mulders, G. Przygocki, S. Raube, S. Roche, E. Roth, K. Schuler, C. Thomas, A. Ursuy, B. Wesolek

**PRESS PRESENT** M. Piwowarski (Delta Collegiate)

**CALL TO ORDER** Board Chair, D. Middleton, called the meeting to order at 7:00 p.m.

Board Chair Middleton provided the following guidance on how this Board Meeting would run.

“Good evening,

I would like to take a minute to explain how I will run today’s meeting.

The Board is authorized to hold this virtual meeting with participation through the Zoom platform in compliance with the Michigan Open Meetings Act as modified by Governor Gretchen Whitmer’s Executive Order 2020-15 that was issued on March 18, 2020.

The Zoom platform allows participants to participate virtually via phone or computer and ensures that the public can participate in this meeting.

For those joining us today, we want to ensure everyone can hear the board meeting. To minimize audio feedback, we ask all virtual participants to NOT use any speakerphone options.

All participants are currently muted to prevent any background noise or feedback. Board members will be unmuted to allow full participation during the meeting when recognized by the Board Chair. For clarity, please state your name prior to speaking.

•If you are joining via phone and wish to be recognized, please press \*9.

•If you are joining via the video option on your computer, please press the “raise hand” option.

I have asked our Assistant Board Secretary, Talisa Brown; and Kay Schuler, Administrative Assistant in the President’s Office to service as moderators to assist me with today’s meeting.

Our moderators will note those who wish to address the Board and unmute your lines one by one, announcing who is being unmuted.

Please note that all votes will be taken via roll call by our Board Secretary, Andrea Ursuy.

If members of the public wish to address the Board, you may do so during the public comment portion of the meeting, which is on our agenda and will be announced by the Board Chair. At that time, those wishing to address the Board should indicate their desire to speak by pressing \*9.

Notes on rules for public comment, please press\*9 to be recognized by the Board Chair. When you are acknowledged by the Board Chair, we ask that you state your name and you may state your county of residence. As outlined in the Board of Trustees Bylaws, please limit your comments to five minutes.

Again, note that all lines have been muted, except for the Board Chair. I will recognize you and you will be unmuted.”

**APPROVAL OF THE AGENDA**

Board Chair, D. Middleton, read the agenda so that those participating by phone would know what the Board was being asked to approve. Board Chair Middleton called for approval of the agenda. R. Emrich made a motion to approve the agenda. S. Gannon seconded the motion.

The results of the roll call vote to approve the agenda are as follows:

- M. Benecke – Yes
- A. Buckley – Yes
- R. Emrich- Yes
- S. Gannon – Yes
- K. Lawrence-Webster – Yes
- D. Middleton – Yes
- M. Nash – Yes
- M. Rowley – Yes
- M. Thomas - Yes

Motion passed unanimously.

**PUBLIC COMMENTS**

Board Chair, D. Middleton, called for public comment.

Michael Piwowarski, reporter for the Delta College Collegiate asked a question submitted to the Collegiate by an anonymous student, “Does Delta have any intention

of reimbursing students who had to buy supplies or equipment to properly participate in online courses, items such as web cams, laptops and the like?”

J. Goodnow replied that she'd be discussing the CARES Act in her announcements later in the meeting and that college administration is reviewing options for assisting students.

## **TREASURER'S REPORT**

S. DuFresne said the Board has received the financials for the month ended March 31, 2020.

She said that the College is dealing with the COVID-19 pandemic at the local, state, and national level. She said that the March financials do not show significant ramifications as a result of the pandemic. Changes to the financials that are a result of the pandemic will most likely show up in the next few months. Spring payment deadline is May 4, and the spring semester begins on May 11. The College will have more information at that time.

Our senior leadership meets for crisis management meetings to discuss impacts and plans for moving forward everyday. Our employees are working daily to support our students as much as possible.

Leaders in the State of Michigan are trying to gauge the impact. The amount of any shortfall will depend on the length of the pandemic. There has already been a negative impact on our self-supporting auxiliary operations such as Food Services, the Fitness & Recreation Center, the Bookstore, and Printing Services.

The College's Endowment Fund saw a significant drop to \$24.1 million.

S. Gannon asked if Morgan Stanley has been proactive in guiding the College. S. DuFresne said yes, Morgan Stanley reaches out on a weekly basis.

R. Emrich said that the Endowment Fund is a balanced fund to account for up and down markets. He said it has been well managed over time.

## **CONSENT AGENDA**

D. Middleton called for approval of the consent agenda. R. Emrich made a motion to approve the consent agenda with support from M. Nash.

The results of the roll call vote to approve the motion are as follows:

M. Benecke – Yes  
A. Buckley – Yes  
R. Emrich- Yes  
S. Gannon – Yes  
K. Lawrence-Webster – Yes  
D. Middleton – Yes  
M. Nash – Yes  
M. Rowley – Yes  
M. Thomas - Yes

The motion passed unanimously resulting in:

A. Acceptance of Minutes:

1. Board Dinner Meeting, March 10, 2020
2. Board Regular Meeting, March 10, 2020
3. Special Board Meeting, March 13, 2020

**BOARD ACTION**

Approval of F-Wing Roof Rehabilitation Project  
**(BA5323)**

It is the recommendation of the Administration that the Board of Trustees approve the total above project budget of \$395,000 and authorize the Facilities Department and administration to award the contract to C&I Building Maintenance in the amount of \$358,340 to complete the F-Wing Roof Rehabilitation Project.

R. Emrich made a motion to approve the recommendation. M. Benecke seconded the motion.

The results of the roll call vote to approve the motion are as follows:

- M. Benecke – Yes
- A. Buckley – Yes
- R. Emrich- Yes
- S. Gannon – Yes
- K. Lawrence-Webster – Yes
- D. Middleton – Yes
- M. Nash – Yes
- M. Rowley – Yes
- M. Thomas - Yes

Motion passed unanimously.

**BOARD ACTION**

Approval of Welding Lab Renovation Project  
**(BA5324)**

It is the recommendation of the Administration that the Board of Trustees approve the total above project budget of \$780,674 and authorize the Facilities Department and administration to award contracts to Wobig Construction in the combined base bid and alternate bid amount of \$608,134 to complete the Welding Lab Renovation Project.

R. Emrich made a motion to approve the recommendation. M. Rowley seconded the motion.

M. Nash asked if the College worked with local business and industry on this design. G. Przygocki said that the Welding Advisory Board had input. The Advisory Board is comprised of representatives from 12-15 area companies.

The results of the roll call vote to approve the motion are as follows:

- M. Benecke – Yes
- A. Buckley – Yes
- R. Emrich- Yes
- S. Gannon – Yes
- K. Lawrence-Webster – Yes

D. Middleton – Yes  
M. Nash – Yes  
M. Rowley – Yes  
M. Thomas - Yes

Motion passed unanimously.

**BOARD ACTION**

Acceptance of the Estimate of Property Taxes and State Appropriations for the Fiscal Year 2020-2021

**(BA5325)**

It is the recommendation of the Administration that the Board of Trustees accepts the estimate of property taxes of \$23,170,060, and state appropriation of \$16,953,254 necessary for the next fiscal year to comply with Section 141 of the Community College Act of 1966.

R. Emrich made a motion to approve the recommendation. M. Thomas seconded the motion.

S. DuFresne said that since she last spoke to the Board regarding assumptions for the 2020-2021 budget, she lowered the State appropriations to a 0% increase.

The results of the roll call vote to approve the motion are as follows:

M. Benecke – Yes  
A. Buckley – Yes  
R. Emrich- Yes  
S. Gannon – Yes  
K. Lawrence-Webster – Yes  
D. Middleton – Yes  
M. Nash – Yes  
M. Rowley – Yes  
M. Thomas - Yes

Motion passed unanimously.

**BOARD ACTION**

Approval of New Certificate in Deaf Studies - Advanced Certificate

**(BA5326)**

It is the recommendation of the administration that the Board of Trustees approve a new certificate in Deaf Studies – Advanced Certificate effective Fall semester 2020. This is proposed by the Arts and Letters Division.

S. Gannon made a motion to approve the recommendation. R. Emrich seconded the motion.

M. Benecke asked if there are other colleges in the State of Michigan with this program. G. Przygocki said that Mott, Henry Ford, and Lansing Community College have similar programs.

G. Przygocki said that Emily Clement and Trent Wade, American Sign Language (ASL) faculty member, are working to ensure seamless transfer of this program. J. Goodnow said that Trent Wade and Kimberly Wells, Electronic Media & Broadcasting (EMB) faculty member, received a special endowed teaching chair to create ASL videos which will aid in getting parts of this program online.

The results of the roll call vote to approve the motion are as follows:

M. Benecke – Yes  
A. Buckley – Yes  
R. Emrich- Yes  
S. Gannon – Yes  
K. Lawrence-Webster – Yes  
D. Middleton – Yes  
M. Nash – Yes  
M. Rowley – Yes  
M. Thomas - Yes

Motion passed unanimously.

**BOARD ACTION**

Approval of New Associate Degree Skilled Trades (Apprenticeship) - Instrumentation Electrician - Associate in Applied Science  
**(BA5327)**

It is the recommendation of the administration that the Board of Trustees approve a new degree in Skilled Trades (Apprenticeship) - Instrumentation Electrician - Associate in Applied Science effective Fall semester 2020. This is proposed by the Business and Technology Division.

M. Benecke made a motion to approve the recommendation. M. Nash seconded the motion.

J. Goodnow said the College received some outside grant funding to support this program. In addition, several companies including Hemlock Semiconductor have been interested in the College having such a program.

The results of the roll call vote to approve the motion are as follows:

M. Benecke – Yes  
A. Buckley – Yes  
R. Emrich- Yes  
S. Gannon – Yes  
K. Lawrence-Webster – Yes  
D. Middleton – Yes  
M. Nash – Yes  
M. Rowley – Yes  
M. Thomas - Yes

Motion passed unanimously.

**PRESIDENT'S REPORT**

Dr. Goodnow began her report by thanking Andrea Ursuy, Talisa Brown, Kay Schuler, and Eric Roth for coordinating this evening's virtual meeting.

**Enrollment Report**

Registration for the spring/summer semester is underway. As of April 13, 2,981 students are registered (2745PT, 236FT). The College projected 21,299 contact hours for the combined spring/summer semesters and as of yesterday, the college is at 97.6% (20,787.5 contact hours) of projection.

**Personnel Report**

In accordance with Senate Policy 3.008, Dr. Goodnow said she approved the reappointments of several tenure-track and one-year renewable faculty members.

**ONE-YEAR APPOINTMENTS**

**Business and Technology** - Jim Miller

**TENURE TRACK**

**Arts and Letters** - Mark Balawender, Donny Winter

**Health and Wellness** - Denise Beasecker, Rebecca Hall, Kelly Kalinowski, Pam Livingston, Donna Militello, LeAnn Reif, Molly Stapish, Lisa Wall, Carol Wieland

**Business and Technology** - JP Carroll, Steven Gormley, Jan Heugel, Jay Minard, AJ Neumann, Bob Neymeiyer, Keith Proctor, Barb Syed

**Social Sciences** - Michael Evans, Joshua George, Angela Guy-Lee, Elena Lazzari, Christina Miller-Bellor, Paul Sander

**Science and Math** - Alan Zombeck

I have also approved the following faculty for promotion and/or tenure effective with the 20/21 academic year beginning July 1, 2020:

**Promotion from Instructor to Assistant Professor**

Mark Balawender, Arts and Letters; Joshua George, Social Sciences; Elena Lazzari, Social Sciences; LeAnn Reif, Health and Wellness; Paul Sander, Social Sciences

**Promotion from Assistant Professor to Associate Professor**

Nicole Ryan, Business and Technology; Andrea Bair, Science and Mathematics; Rebecca Hall Health and Wellness; Jan Heugel, Business and Technology; Beth Kelch, Science and Mathematics; Rebecca Pierce, Science and Mathematics

**Promotion from Associate Professor to Full Professor**

Matt Eyre, Business and Technology; Bethen Gladys-Teschendorf, Arts and Letters; Dennis Roebuck, Business and Technology; Wanda Zenzen, Health and Wellness

**Granting of Tenure**

Andrea Bair, Science and Mathematics; Rebecca Hall, Health and Wellness; Jan Heugel, Business and Technology; Beth Kelch, Science and Mathematics; Rebecca Pierce, Science and Mathematics

Congratulations to all!

The list of those on the tenure-track, one-year renewable appointments, and those receiving promotion and/or tenure, as well as the complete report of hires, promotions, and separations for the month of March can be found in Board packets this evening.

### **Information Sharing**

- In the communication Dr. Goodnow sent yesterday afternoon, she mentioned the federal Coronavirus Aid, Relief and Economic Security (or CARES) Act. The CARES Act (Coronavirus Aid, Relief, and Economic Security), was approved by the U.S. Congress on March 27, 2020.

All university and college presidents received a brief letter late last week from the U.S. Department of Education Secretary, Betsy DeVos.

\$5.146 million is the amount allocated for Delta College.

- The first half payment is \$2.573 million, which must be used to provide emergency financial aid to students.
- The dollars are aimed to help students cover expenses related to the disruption of campus operations, due to coronavirus.
- The second half payment is to be used by Delta College to help **prevent, prepare and respond** to coronavirus.
- It looks like we will have a year to spend the funding. Although an exact end date isn't published yet, it'll probably be through September 2021.

Dr. Goodnow said she has been on numerous online conferences with other presidents, through MCCA.

- This funding has been discussed by the group.
- Last week, David Baime from AACC also joined our call. He is the Senior Vice President of Government Relations and Policy Analysis.
  - He stressed that the final regulatory language had not yet been written and released for Colleges to use as a reference.
  - AACC and ACCT advocated for these dollars and they are also working to get more specifics released in writing.

Our Crisis Management team has been meeting daily over the past four weeks.

- The team has discussed possible uses of the funding and we are putting a plan together.
  - We have team members who are sitting in on numerous webinars this week to gain further information.
  - We will need to submit a written plan within 30 days of submitting the documentation, indicating how we intend to use the dollars.
  - A decision the administration made yesterday is related to Delta College's assessment of online fees charged to students. The College will be taking care of those fees for the spring/summer semester, as well as for fall. The administration is developing the exact process for how that will be rolled out and credited to each student equitably.
- Dr. Goodnow said she had good news to share which everyone will appreciate in these unprecedented times. Sheryl Kiscadden, Scholarship and Data Coordinator in the Foundation Office informed me that last week, Delta College scholarship award emails went out to more than 550 highly qualified recipients for the 2020-2021 academic year. This would not be possible without the support of scholarship donors. The College is truly grateful for their support. The following excerpt is from one of the College's nursing scholarship award winners and shows the impact

a scholarship award makes in a student's life:

*I am a senior at Frankenmuth High School, and I am currently dual enrolled at Delta College. This fall I will be a full-time student, majoring in nursing. Both of my parents have questioned my career choice after the horrific chaos of the Coronavirus. However, I am still very passionate about my career path, and I am ready to pursue it. This scholarship will definitely help me with the financial stress of college. I will be paying for my own tuition, and I am truly grateful for this very generous gift. You have made me feel very special by choosing me to be a recipient. My senior year has been cut short, and lately I have been feeling sad about all of the opportunities that I will not be able to experience this spring. After checking my email today, my spirits have definitely been lifted.*

- The HLC Virtual Site Visit has been rescheduled for Monday and Tuesday, May 4-5, 2020. The team will be meeting with the Trustees on Tuesday, May 5, from 8:00-9:00 a.m. via Zoom videoconferencing.

#### **TRUSTEE COMMENTS**

S. Gannon congratulated the faculty who received promotion and or tenure this evening. She thanked Dr. Goodnow and the Administration for their leadership through the pandemic. S. Gannon said that from a student perspective, the faculty have been compassionate as students moved to a distance learning environment.

M. Thomas thanked Nick Bovid and Ginny Przygocki for excellent presentations on the action items this evening. She thanked Dr. Goodnow and staff for doing an excellent job in these conditions.

A. Buckley thanked Dr. Goodnow and staff for doing an amazing job during this time. He said this would be a great time to strengthen who we are as a community college.

M. Rowley thanked all for the focus on our students. He thanked Dr. Goodnow and the Administration for a great job.

M. Benecke echoed A. Buckley's comments and said that a time of crisis is a time for innovation.

K. Lawrence-Webster echoed the thanks of her fellow Trustees. She told everyone to stay safe.

R. Emrich said one of the most important jobs of the Board is to provide care and support for the President. He read a statement that he prepared for Dr. Goodnow, ending with, "...stay well and keep on keeping on. We are grateful for your heart. God's love to you Madam President."

M. Nash suggested that at the next Board Meeting it might be nice to hear from a student and a faculty member regarding their experience during this time.

#### **CHAIR COMMENTS**

D. Middleton said that "we are all in this together." She said that we will always keep students in the forefront of everything we do.

D. Middleton said that she appreciates all of the staff that helped with this evening's meeting.

**ADJOURNMENT**

There being no further business, Board Chair Middleton adjourned the meeting at 8:32 p.m.

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Andrea Ursuy, Board Secretary