

**DELTA COLLEGE DISTRICT
BOARD OF TRUSTEES REGULAR MEETING
APPROVED MINUTES
TUESDAY, JUNE 12, 2007
DELTA COLLEGE BOARD ROOM – 7:00 P.M.**

- MEMBERS PRESENT** R. Emrich, K. Higgs, T. Lane, K. Lawrence-Webster, J. MacKenzie, R. E. Selby, R. Stafford, E. Wacksman
- MEMBERS ABSENT** K. Houston-Philpot
- OTHERS PRESENT** J. Goodnow, C. Atwood, B. Baker, W. Carter, T. Caylor, P. Clark, T. Cross, C. Curtis, S. Goddard, P. Graves, D. Halog, A. Hill, T. Kubatzke, D. Lutz, K. MacArthur, J. Miller, S. Montesi, M. Mosqueda, L. Myles-Sanders, L. Ramseyer, B. Rickey, P. Seidel, J. Stahl, K. Treadway, A. Ursuy, L. VandenBosch, B. Webb, M. Wood, J. Ramm, C. Borio (Student), J. Kuch (Student), M. Gwidt (Saginaw News), N. Smith (Midland Daily News), and J. Hall (WSGW)
- CALL TO ORDER** Board Chair Selby called the meeting to order at 7:11 p.m.
- PUBLIC COMMENTS** Board Chair Selby called for any comments from the audience. K. Higgs said that he would like to reflect on the Board Retreat that was held on June 8, 2007. He said that he found it impressive that all employees at the College have written evaluations. It bothers him, however, that the President does not receive a written evaluation from the Board. He referenced the book, Handbook on CEO-Board Relations and Responsibilities by George R. Boggs, that was provided to him by J. Goodnow as part of his orientation as a new Board member. K. Higgs said that the book calls for a written evaluation of the President and he agrees.
- K. Higgs added that he believes that going into closed session during a Board Retreat to conduct the evaluation was a direct violation of the Open Meetings Act, Public Act No. 267 of 1976. K. Higgs commented that J. Goodnow is doing an excellent job as President of the College but repeated that he is not satisfied with the current evaluation process.
- E. Selby said that the closed session at the June 8, 2007 Board Retreat was held in compliance with the Open Meetings Act. He said that the Board voted to go into closed session and voted to come out. E. Selby added that he is fully satisfied with the evaluation process of the President. He stated that the opinion of K. Higgs is not shared by him. The process by which the evaluation was conducted was legal and in compliance.

ACCEPTANCE OF MINUTES

Board Chair E. Selby called for additions or corrections to the minutes of the Board Dinner and Regular Meeting of May 8, 2007. The minutes were accepted as submitted with one correction in the attendance list of the Board Dinner Meeting. E. Selby was not in attendance on May 8 and asked that the minutes be revised to reflect his absence.

TREASURER'S REPORT

D. Lutz informed the Board that the College is in a good cash position at the end of May. Revenues from tuition and fees have exceeded budget. Revenues from property taxes are approximately \$100,000 more than originally projected. The College will close the 06-07 fiscal year in the black. The Treasurer's Report was accepted as presented.

PERSONNEL ACTION BA4615

It is the recommendation of the Administration that the Board of Trustees approve the appointment of Pamela N. Clark as Executive Director of Institutional Advancement/Foundation. R. Stafford moved for approval for the recommendation with support from E. Wacksman. Motion passed unanimously.

PERSONNEL ACTION BA4616

It is the recommendation of the Administration that the Board of Trustees approve the appointment of Kelli Prena as Nursing Instructor in the Health and Wellness Division for the 2007-2008 academic year. This is a tenure-track appointment (commencing July 1, 2007 and ending on June 30, 2008). T. Lane moved for approval of the recommendation with support from R. Emrich. Motion passed unanimously.

PERSONNEL ACTION BA4617

It is the recommendation of the Administration that the Board of Trustees approve the appointment of Denise Lipscomb as Nursing Instructor in the Health and Wellness Division for the 2007-2008 academic year. This is a one-year renewable appointment (commencing August 15, 2007 and ending on June 30, 2008). R. Emrich moved for approval of the recommendation with support from R. Stafford. Motion passed unanimously.

**PERSONNEL ACTION
BA4618**

It is the recommendation of the Administration that the Board of Trustees approve the appointment of Tammy Ramon as Nursing Instructor in the Health and Wellness Division for the 2007-2008 academic year. This is a one-year renewable appointment (commencing August 15, 2007 and ending on June 20, 2008). J. MacKenzie moved for approval of the recommendation with support from E. Wacksman. Motion passed unanimously.

**FINANCE ACTION
BA4619**

It is the recommendation of the Administration that the Board of Trustees approve the following 2007-2008 Preliminary Budget and Tax Levy Resolution:

WHEREAS, the Board of Trustees has carefully examined the financial circumstances of the College District for the 2007-2008 fiscal year, including the following:

- (a) Estimated General Fund expenditures - 59,847,167
- (b) Estimated General Fund revenues from state appropriation - \$13,309,200
- (c) Estimated General Fund from other revenue sources exclusive of local and State taxation - \$22,630,380
- (d) Estimated revenues from local taxation – Operational - \$24,111,320

A total levy of 2.0427 mills, consisting of 1.5563 charter mills, and .4864 extra voted mills on the taxable value of all taxable property within the district necessary for the sound management and operation of the College District for such fiscal year; and

WHEREAS, the Board of Trustees has complete authority to direct a 2007 tax levy of 2.0427 mills for operating purposes for fiscal year 2007-2008 from within its authorized millage rate in order to raise approximately \$24,111,320 by taxation;

NOW, THEREFORE, BE IT RESOLVED THAT:

For the year 2007, the sum of \$24,111,320 be raised by taxation which shall require a total millage rate of 2.0427 mills to be levied against the taxable value of all taxable property located within the College District for community college

purposes, that appropriate notification of such tax levy be sent to all taxing authorities within the College District with instructions that the taxes so collected should be turned over to the College Treasurer as required by law and

FURTHERMORE, THAT:

The 2007-2008 preliminary operating budget be adopted for the entire College in the amount of \$91,765,510 which includes the General Fund budget of \$59,847,167.

R. Emrich moved for approval of the recommendation with support from R. Stafford. K. Higgs asked what follows the preliminary approval. D. Lutz said that when the State completes budget appropriations, the final operating budget will come back to the Board for a vote. Motion passed unanimously.

**FINANCE ACTION
BA4620**

It is the recommendation of the Administration that the Board of Trustees approve the trial program to purchase media buying services at a budget not to exceed \$90,000 (which includes the industry standard 15% commission on all media buys) to Barnes Chase & Davis for the College's 2007 late fall and winter 2008 media campaigns. T. Lane moved for approval of the recommendation with support from R. Stafford. R. Emrich asked why we are moving to an outside vendor for media buying services. B. Webb said that this company has knowledge of the market we serve, will understand when our audience is accessible (and by what type of media), and has buying power. It is advantageous for us to move in this direction. P. Clark added that purchasing this service will free up internal staff time for creative activities. In addition, we will gain the advantage of volume discounts. J. MacKenzie asked how Barnes Chase & Davis analyzes the market effectively. B. Webb said that they utilize smart market software to analyze the market. She added that Delta will continue to maintain creative control. J. MacKenzie asked who will be evaluating this program at the end of the "trial." B. Webb said that she will work with P. Clark and J. Goodnow to do so. A recommendation regarding the future direction of this program will be brought back to the Board at the conclusion of the trial. E. Selby asked if we should be moving in this direction now. The CLARUS study has not been completed. K. MacArthur said that the buy for fall is already done (10% of the contract) and the remainder will be done in winter (90% of the contract). Since Delta will maintain creative control it will be possible to change the focus of the

marketing material if the results of the CLARUS study indicate that we should do so. Motion passed unanimously.

**FINANCE ACTION
BA4621**

It is the recommendation of the Administration that the Board of Trustees approve the attached revised project budget of \$712,000 and authorize the Facilities Department and administration to secure the remaining bids and award contracts to complete the Mackinaw Drive Street Improvements as detailed in the 2003 Campus Master Plan completed by JJR, LLC and the current project plans designed by JJR, LLC; Parsons Brinkerhoff Quade & Douglas, Inc.; and MacMillan Associates, Inc. K. Higgs moved for approval of the recommendation with support from T. Lane. Motion passed unanimously.

**FINANCE ACTION
BA4622**

It is the recommendation of the Administration that the Board of Trustees approve the AFSCME AFL-CIO Local Union 845 Council 25 Facilities Management labor contract for the fiscal years 2007-2010 which includes wage increases of 2.75%, 2.25% and 2.0% respectively, increases in prescription drug co-pays and office visit co-pay, increases in medical insurance contributions, change from visual/hearing allowance to Basic Series A80 vision insurance and reduction from 100% to 50% reimbursement of tuition and registration fees for new hired part-time General Laborers. T. Lane moved for approval of the recommendation with support from K. Higgs. E. Selby asked about the savings that would result from the elimination of 50% of the tuition remission for part-time general laborers. D. Lutz said it would be about a \$15,000 savings which is fairly significant considering the size of this group. K. Lawrence-Webster asked how this tuition policy lines up with other employees on campus. D. Lutz responded that full-time employees receive 100% tuition remission. Part-time employees do not receive tuition remission. L. Ramseyer thanked the union leadership for the way that they worked through this contract negotiation. E. Wacksman asked how many members are in this employee group. L. Ramseyer said that there are 65 members (45 are full-time). E. Selby said that he has some reservations regarding the reduction in reimbursement. The motion passed with a vote of 7 in favor, 1 not in favor.

**COMMITTEE OF THE
WHOLE ACTION
BA4623**

It is the recommendation of the Administration that the Board of Trustees approve an increase of 2.75% in the Administrative/Professional and Support Staff salary structure, to be granted to individual staff in accordance with the performance management system and implement

medical benefit design changes increasing the office copay to \$20, a new prescription drug rider with a copay of \$15/\$30, an 8% premium contribution and Basic Series A80 vision insurance effective July 1, 2007. Motion passed unanimously.

**ADMINISTRATIVE
REPORTS --
PRESIDENT'S REPORT
– GIFTS TO THE
COLLEGE**

Dr. Goodnow reported the following contributions to the College for May 2007: the Delta College Foundation received \$84,562; Delta Public Broadcasting received \$96,046; for a monthly combined total of \$180,608. Total fiscal year gifts at the end of April are \$2,950,026.

**PRESIDENT'S
ANNOUNCEMENTS**

- The American Society for Microbiology (ASM) has awarded Audra Swarhout, a Delta College Instructor of Biology, an Early-Career Faculty Travel Grant, which provides support for travel, lodging, and/or registration to attend the 14th Annual ASM Conference for Undergraduate Educators (ASMCUE) on May 18-20 at the University of Buffalo – SUNY North Campus in New York.

The ASMCUE Early-Career Faculty Travel Grant offers two award tracks: (1) for senior-level graduate students, post-doctoral candidates, and faculty teaching for less than three years; and (2) for faculty teaching between four to five years. ASMCUE offers these grants to increase the participation of early-career undergraduate faculty, post-doctoral scientists or senior level graduate students interested in teaching careers. Swarhout is one of 12 travel grants awarded for ASMCUE 2007.

- On April 25, 2007, the Commission on Accreditation in Physical Therapy Education of the American Physical Therapy Association voted to continue accreditation to the physical therapist assistant education program at Delta College.
- Delta College students, Jason Schroeder and Kiel Darling, took home honors at the 2006-2007 League for Innovation Student Art Competition (hosted by Santa Fe Community College).

First Place Best of Show was awarded to Jason Schroeder for an acrylic on canvas titled *Velocitation*. Kiel Darling received an honorable mention for a pencil drawing titled *Self Portrait*.

Both artists will have their art work featured in the League catalogue which will be mailed to all League for

Innovation members this fall. The artwork is currently on exhibit in Delta's Galleria.

- Delta's Health and Wellness Division is sponsoring the *6th Annual Camp Health and Wellness* on June 18-22, 2007. This camp is designed to introduce students to the various health related careers within the Health Sciences Career Pathway. Each day students will attend hands-on sessions led by area health professionals, college, and career center instructors. The cost to register is \$10 and the camp is open to all students entering the 9th-12th grades.

- **New Scholarship Endowment Established**

The employee owners of Gougeon Brothers, Inc., have established an award endowment at Delta College to honor the company founders – Meade, Joel and Jan Gougeon – and their long term passion for applied technology education.

Interest from the Gougeon Brothers, Inc., Applied Industrial/Technical Award Endowment will provide support for the Outstanding Graduate in Applied/Industrial Technical Award, to be presented during the College's annual Student Awards Ceremony in April.

Gougeon Brothers' Boatworks was founded in 1969 to build iceboats and, by 1973, the company was the largest builder of iceboats in the country. The company rapidly expanded its business into other boat building efforts and, in 1979, the Gougeons' reputation for excellence and innovation in the use of wood and epoxy in its construction led to multi-million dollar contracts with General Electric, Westinghouse and Bendix for the development of wind turbine blades. In 1983, Gougeon Brothers, Inc., became an employee-owned company and, in 1992, a mission statement was developed, affirming that the company provides safe, high-quality, cost-effective products and comprehensive technical information supported by continual research and development.

Meade Gougeon is a former member of the Delta College Board of Trustees and Delta College Foundation Board of Directors.

- The payment deadline for fall classes is July 31, 2007.

As of June 11, the College is at 69.08% (63,052 credit hours) of its projected enrollment goal for fall (91,628 credit hours). This number is 5,901 credits higher than last year at this time.

- During the week of June 4-8, J. Goodnow said that she attended the Building Financial Self-Sufficiency for Corporate Training Conference. It is a group of community colleges that are exploring best practices for delivering learning solutions to business and industry. Nationwide there is a strong trend for colleges to create a self-sufficient training division similar to Corporate Services.

- **At the Federal Level**

Appropriations: The House Labor, Health and Human Services, and Education Appropriations Subcommittee approved its Fiscal Year (FY) 2008 appropriations on Thursday, June 7. The bill would provide significant funding for student financial assistance programs, raising the Pell Grant maximum by \$390 to \$4,700, and boosting the funding for TRIO and GEAR UP programs by \$40 million and \$20 million respectively.

Other increases include \$25 million for adult education, \$9.9 million for international education, \$4.586 million for Hispanic Serving Institutions, \$11.4 million for Historically Black Colleges and Universities, and \$2 million for the Child Care Access Means Parents in School (CCAMPS) program.

Several important community college programs were level-funded by the Subcommittee: Carl D. Perkins Basic State Grants (\$1.182 billion), Title IIIA of HEA (\$79.5 million), Supplemental Educational Opportunity Grants (\$770.9 million), Federal Work Study (\$980 million), and Community-Based Job Training Grants (\$125 million).

Securing additional funding for programs will not be easy in this environment in which Congress is reluctant to increase the federal deficit and has pledged to make cuts to pay for increases. Funding to increase federal financial aid programs is coming from cuts to subsidies for lenders.

- In 1989, Delta College initiated a Sister College Partnership in collaboration with the Rift Valley Institute of Science and Technology (RVIST) in Nakuru, Kenya.

This unique and innovative International Partnership is now in its 18th year. The friendship and collegiality between the two schools have helped Delta College bring global learning to its campus and curriculum and transform RVIST from Institute to College standards by introducing computer technology to its campus and curriculum.

Ms. Carolyn Masyanga, a librarian from RVIST, arrived from Kenya on May 7th and has had the opportunity to work with the Delta staff in the LLIC gaining experience and meeting RVIST objectives. Carolyn has also visited museums and several public and school libraries during her stay.

- Russ Davis, Manager of Skilled Trades, and Linda Wascher, Corporate Services Grant Coordinator, were recently selected as Delphi Energy & Chassis Systems – Saginaw Operation Training Organization’s 2007 Best Supplier. Delta has provided technical skilled trades training to Delphi’s new workforce. The award recognizes Linda and Russ for demonstrating excellence and exceeding Delphi’s expectations.

ADJOURNMENT

At 8:19 p.m., Board Chair Selby adjourned the meeting.

Respectfully submitted,

Leslie Myles-Sanders, Board Secretary

Andrea Ursuy, Recording Secretary