

**DELTA COLLEGE  
BOARD OF TRUSTEES REGULAR MEETING  
Delta College Main Campus  
Tuesday, June 10, 2014  
7:15 p.m.**

- BOARD PRESENT** R. Emrich, K. Houston-Philpot, K. Lawrence-Webster, J. MacKenzie, M. Nash, M. Rowley, R.E. Selby, R. Stafford, E. Wacksman
- OTHERS PRESENT** J. Goodnow, T. Brown, J. Carroll, E. Crane, C. Dzurka, A. French, M. Gmeiner, L. Govitz, T. Heinz, D. Lutz, R. McCracken, M. Moore, M. Mosqueda, D. Peruski, G. Przygocki, L. Ramseyer, D. Redman, K. Schuler, T. Stitt, A. Ursuy, B. Webb, S. Whitney, S. Witzke
- PRESS PRESENT** J. Hall (WSGW)
- CALL TO ORDER** Board Chair, R. Stafford, called the meeting to order at 7:24 p.m.
- APPROVAL OF AGENDA** Board Chair, R. Stafford, called for approval of the agenda.
- R. Emrich asked that the “recommendation of President’s Compensation” be added to the agenda. M. Nash asked for the addition of an item to discuss the formation of a subcommittee to develop, recommend, and implement the process and timeline for the President’s evaluation by the Board.
- R. E. Selby made a motion to approve the amended agenda with support from K. Houston-Philpot. The amended agenda was approved.
- PUBLIC COMMENTS** Board Chair, R. Stafford, called for public comment.
- TREASURER’S REPORT** D. Lutz said that at the end of the month of May, the College remains in solid cash position and in good standing. D. Lutz said at this time she has no additional variances to report.
- CONSENT AGENDA** R. Emrich made a motion to approve the consent agenda with support from E. Wacksman. The consent agenda passed unanimously resulting in:
- Acceptance of Minutes:
    1. Board Dinner Meeting, May 13, 2014
    2. Board Regular Meeting, May 13, 2014
- APPROVAL OF 2014-15 BUDGET AND TAX LEVY RESOLUTION BA5053** It is the recommendation of the administration that the Board of Trustees approve the following 2014-2015 Budget and Tax Levy Resolution:
- WHEREAS, the Board of Trustees has carefully examined the financial circumstances of the College District for the 2014-2015 fiscal year, including the following:

- (a) Estimated General Fund expenditures - \$64,684,637

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- (b) Estimated General Fund revenues from state appropriation - \$14,498,900
- (c) Estimated General Fund from other revenue sources exclusive of local and State taxation - \$27,146,544
- (d) Estimated revenues from local taxation – Operational - \$23,050,958

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 2014 tax levy of 2.0427 mills for operating purposes for fiscal year 2014-2015 from within its authorized millage rate in order to raise approximately \$23,050,958 by taxation;

NOW, THEREFORE, BE IT RESOLVED THAT:

For the year 2014, the sum of \$23,050,958 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 2014-2015 operating budget be adopted for the entire College in the amount of \$108,624,371 which includes the General Fund budget of \$64,684,637 as contained in the attached budget document.

BE IT FURTHER RESOLVED that the administration be authorized to effect modifications and additions to the budgets where such modifications and/or additions are in keeping with sound business and fiscal practices.

DELTA COLLEGE BOARD OF TRUSTEES

BY:

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 Andrea Ursuy  
 Secretary, Board of Trustees

R. Emrich made a motion to approve the recommendation with support from R. E. Selby. The motion passed unanimously.

**COMPENSATION  
 RECOMMENDATION**

It is the recommendation of the Administration that the Board of Trustees approve for fiscal year 2014-2015, an increase of 1.8% in the Administrative/Professional and Support Staff

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**FOR AP AND SUPPORT  
STAFF  
BA5054**

salary schedule to be granted to individual staff in accordance with the performance management system and implementation of a medical insurance deductible of \$250 single/\$500 family as well as maintaining the contribution to medical insurance premium at 17.5% of the current premium effective July 1, 2014.

R. Emrich made a motion to approve the recommendation with support from K. Houston-Philpot. Motion passed unanimously.

**PRESIDENT'S  
COMPENSATION  
BA5055**

R. Emrich said that following a successful year and a positive evaluation, he would like to make a motion that President Goodnow be awarded a 3.7% increase to her base salary. The motion was seconded by K. Houston-Philpot. R. Emrich said that this is the average increase amount for faculty for the 2014-15 year. D. Lutz said that this is the average projected and budgeted increase based on faculty who were here last year and takes into account a 1.8% increase to the base along with steps, longevity, and promotion.

Motion passed unanimously.

**EVALUATION AND  
COMPENSATION  
COMMITTEE  
BA5056**

M. Nash made a motion to form a subcommittee that would be composed of three Trustees who would volunteer to serve. The committee would be responsible for redesigning, recommending, and implementing the President's Evaluation Process. In addition, the subcommittee would make a recommendation regarding compensation to the Board. R. E. Selby seconded the motion.

R. Emrich made a motion to amend the motion to reflect that the committee would be appointed by the Board Chair. He also said that the motion should be further amended to reflect that this committee would replace an existing or previous compensation committees. M. Rowley seconded the motion.

Motion to amend passed unanimously.

The amended motion passed unanimously.

**MCCA DIRECTOR AND  
ALTERNATE DIRECTOR  
BA5057**

R. Emrich made a motion to appoint R. E. Selby as MCCA Trustee Director and K. Houston-Philpot as MCCA Alternate Director for the 2014-15 year. E. Wacksman seconded the motion. Motion passed unanimously.

**ADMINISTRATIVE  
REPORTS – HR UPDATE**

M. Gmeiner gave the Board an update on Human Resources. She shared data on diversity of our applicant pools and provided the Board with information on the College's exit interview process.

R. Emrich requested that a breakdown of gender information be provided to the Board.

M. Gmeiner noted that the College's turnover rates are very low. Only 4% leave for reasons other than retirement.

**PRESIDENT'S REPORT****Enrollment Report**

Spring/Summer Semester began on May 5. 4,654 students are enrolled (390FT and 4,264PT).

Registration for the Fall Semester began on April 15. At this time, 7,243 students have registered (2,704FT and 4,539PT).

**Personnel Report**

A complete report of hires and separations for the month of May can be found in Board packets.

**Information Sharing**

- Thank-you to the Technical, Trades, and Manufacturing Division for hosting the dinner meeting in the M Wing this evening. I would especially like to thank Terry Morse for the great presentation and tour of our CNC lab.
- Delta College, Nexteer Automotive, and Great Lakes Bay Michigan Works! accepted the 2014 Prosperity Award for the Advanced Manufacturing Fast Start, an accelerated training program. The award was accepted June 4 in Lansing.

Delta College developed Advanced Manufacturing Fast Start in response to Nexteer's need to hire a significant number of new workers. Delta partnered with Great Lakes Bay Michigan Works! that helped prepare job seekers, qualify and apply for the training program, and helped to fund the training for qualified individuals. This enabled Nexteer to successfully recruit a qualified workforce.

- The 2014 MCCA Summer Conference begins on July 23 in Traverse City. Kay has created a "by event" RSVP form. The form, along with the program, is in Board folders this evening. Dr. Goodnow asked that Trustees complete the form and get it back to Kay no later than June 18.
- Be sure to look at the Fantastic Faculty Newsletter which highlights the professional and community activities of our faculty which has been posted to our Box account.

**TRUSTEE COMMENTS**

E. Wacksman said that the Delta College Choir performed at Carnegie Hall in New York City this past weekend.

M. Nash said that these are tough times. The budget situation is concerning. In order for the College to continue to prosper, right-sizing will need to occur. He added that we have important strategic decisions to make for the future of the institution.

R. E. Selby said that he received a letter from a retired professor questioning the reasons for not promoting a faculty member to full professor. He said that the letter concerned him.

M. Rowley said, in regards to the concerns brought up by R.E. Selby, that he wants to get an update from the Administration before jumping to any conclusions. He echoed what M. Nash said about the future of the College.

R. Emrich spoke about the declining high school enrollments. He said that the only way to lower fixed costs is to decrease the number of full-time employees. R. Emrich also announced that he is retiring after 1455 sermons and 45 years of service to his church.

J. MacKenzie agreed that the College has some tough decisions to make as we move into the future.

K. Lawrence-Webster said that she has something she would like the Bylaws Committee to discuss. R. Emrich reviewed the options for having the bylaws review, including the fact that any Board Member can make a motion to amend the bylaws.

K. Lawrence-Webster also said that it would be beneficial to have a 3, 4, or 5 year budget forecast as we plan for the future. D. Lutz commented that forecasts require that we make guesses and/or assumptions that can change.

J. Goodnow said that she will be working with the Board Chair and Vice Chair to plan a special meeting in which the Board will focus on strategic planning. The meeting will take place at the end of September. K. Houston-Philpot asked that the Board members be included in the process. R. Stafford asked Trustees to send their ideas to Dr. Goodnow.

#### **CHAIRS COMMENTS**

R. Stafford said that he received two thank you letters from students who received the Board of Trustees Scholarship this year.

R. Stafford asked the Trustees to consider canceling the July and August Board Meetings. R. Emrich made a motion to cancel the meeting with support from M. Nash. Motion passed unanimously. (BA5058)

R. Stafford asked K. Houston-Philpot to replace him as the Board Representative on the ad hoc committee for Senate Policy 1.025. K. Houston-Philpot agreed.

R. Stafford told K. Lawrence-Webster to send her request for a Bylaws Committee Meeting to him.

**ADJOURNMENT**

There being no further business, Board Chair Stafford adjourned the meeting at 8:51 p.m.

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Andrea Ursuy, Board Secretary