

**DELTA COLLEGE DISTRICT
BOARD OF TRUSTEES REGULAR MEETING
TUESDAY, JULY 8, 2008
DELTA COLLEGE BOARD ROOM
7:00 p.m.**

MEMBERS PRESENT R. Emrich, K. Higgs, K. Houston-Philpot, T. Lane, K. Lawrence-Webster, J. MacKenzie, R. Stafford, E. Selby, E. Wacksman

OTHERS PRESENT J. Goodnow, T. Ader, C. Atwood, P. Buczek, B. Baker, P. Clark, C. Drouse, S. Goddard, L. Govitz, P. Graves, D. Halog, R. Jersevic, J. Johnson, T. Kubatzke, D. Lutz, A. McClorey McLaughlin, J. Miller, S. Montesi, C. Morley, M. Mosqueda, L. Myles-Sanders, P. Seidel, S. Rice, T. Stitt, A. Ursuy, B. Webb, K. Wilson, S. Whitney, A. Wolfe, K. Wolf,

PRESS PRESENT P. Brandt (Bay City Times) & J. Hall (WSGW)

CALL TO ORDER Board Chair R. E. Selby called the meeting to order at 7:11 p.m.

PUBLIC COMMENTS Board Chair R. E. Selby called for any comments from the audience.

T. Ader of Saginaw County addressed the Board. He said that he supports the President living in the Carlyon Farmhouse. He added that having the President of the College reside there benefits the taxpayers. T. Ader asked the Board to address this issue by putting it in the President's contract.

K. Higgs said that at last month's meeting he spoke about the Farmhouse and the need to follow the original intent of using the house for events, workshops, etc. K. Higgs said that the architect told him that the project was designed to be a residence. In addition, K. Higgs said that the property was inspected as a residence. According to the inspector, using the Farmhouse for any other reason would constitute a change of use. K. Higgs stated that the building does not meet the codes necessary and represents a potential liability. He suggested that the Trustees do one of two things. They can make sure that the building complies with necessary codes or they can stop using the building for anything other than a residence.

Approved by the Board of Trustees at the August 12, 2008 Regular Meeting.

K. Higgs thanked attorney, James Johnson, who volunteered to waive all attorney fees for his representation of K. Higgs in the case of Higgs v. Delta College Board of Trustees.

K. Higgs said that he has some concerns about documents being available. He added that when he worked in Allegan County, he designed a document retention system with the help of his friend Steve Rice. K. Higgs said that he would like to talk more about document retention in the future.

Board Chair Selby noted that K. Higgs has raised some timely issues and referred them to General Counsel for comments and documentation.

J. Goodnow noted for the record that the College has a document retention program/policy in place for our student records. D. Lutz added that the Business and Finance area adheres to a State approved document retention policy. K. Higgs responded that he feels a program is lacking in regard to retention of e-mail messages.

ACCEPTANCE OF MINUTES

Board Chair Selby called for additions or corrections to the minutes of the Board Dinner Meeting, Budget Hearing, and the Board Regular Meeting of June 10, 2008. K. Higgs made a motion to strike the vote to come out of closed session from the regular meeting minutes. There was no second and the motion died. The minutes were accepted as submitted.

TREASURER'S REPORT

D. Lutz informed the Board that at the end of June, the College remains in good cash standing and there are no new variances to report. She added that she has reviewed the financial statements and the College will end the year in a positive fiscal position. K. Higgs made a motion to accept the Treasurer's Report. R. Stafford seconded the motion. The Treasurer's Report was accepted as submitted.

**PERSONNEL
BA4700**

It is the recommendation of the Administration that the Board of Trustees approve the appointment of Lisa O'Laughlin as Office Administration and Technology Instructor in the Business and Information Technology Division for the 2008-09 academic year. This is a tenure-track appointment (commencing August 20, 2008, and ending on June 20, 2009). T. Lane moved for approval of the recommendation with support from K. Lawrence-Webster. Motion passed unanimously.

PERSONNEL

It is the recommendation of the Administration that the Board

Approved by the Board of Trustees at the August 12, 2008 Regular Meeting.

BA4701 of Trustees approve the appointment of Bernadette McAllister as Computer Science and Information Technology Instructor in the Business and Information Technology Division for the 2008-09 academic year. This is a tenure-track appointment (commencing August 20, 2008, and ending on June 20, 2009). K. Lawrence-Webster moved for approval of the recommendation with support from K. Houston-Philpot. Motion passed unanimously.

**PERSONNEL
BA4702** It is the recommendation of the Administration that the Board of Trustees approve the appointment of Katrina Manigault as Computer Science and Information Technology Instructor in the Business and Information Technology Division for the 2008-09 academic year. This is a tenure-track appointment (commencing August 20, 2008, and ending on June 20, 2009). T. Lane moved for approval of the recommendation with support from R. Stafford. Motion passed unanimously.

**PERSONNEL
BA4703** It is the recommendation of the Administration that the Board of Trustees approve the appointment of Eric Wiesener as Mathematics Instructor in the Math and Computer Science Division for the 2008-09 academic year. This is a one-year renewable appointment (commencing August 20, 2008 and ending on June 30, 2009). K. Houston-Philpot moved for approval of the recommendation with support from K. Lawrence-Webster. R. Stafford stated that he would abstain from voting because the candidate is his nephew. Motion passed with a vote of 8 in favor and 1 abstention.

**COMMITTEE-OF-THE-WHOLE
BA4704** Board Chair Selby recommended that K. Houston-Philpot become the MCCA Trustee Representative for the College and R. E. Selby become the alternate. R. Emrich made a motion to accept the recommendation. K. Lawrence-Webster seconded the motion. Motion passed unanimously.

**COMMITTEE-OF-THE-WHOLE
BA4705** R. Emrich made a motion to change the date of the December Board of Trustees Meeting from December 9, 2008, to December 16, 2008, to allow Dr. Goodnow to help in the development of future leaders at the League for Innovation's Executive Leadership Institute. K. Lawrence-Webster seconded the motion. Motion passed unanimously.

**ADMINISTRATIVE
REPORTS --
PRESIDENT'S
REPORT – GIFTS TO
THE COLLEGE** Dr. Goodnow reported the following contributions for June 2008: the Foundation received \$53,283; Delta Public Broadcasting received \$52,045; for a monthly combined total of \$105,328. Final numbers show gifts during Fiscal Year 2007-2008 as: \$999,306 to the Foundation and \$756,392 for

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Quality Public Broadcasting, for a combined total of \$1,755,698.

PRESIDENT'S ANNOUNCEMENTS

Enrollments for fall are at 90.96% (85,268.9 credit hours) of projections (93,746 credit hours). This is an increase of 7,142.9 credit hours from last year (on a comparable date). To date, 9,258 students have enrolled for fall semester. Payment deadline for the fall classes is July 29, 2008. Fall classes begin on Wednesday, September 3.

W. Michael Wood of Midland, Director of Institutional Research at Delta College, has been elected to a two-year term as Regional Director of Region 6 (Upper Midwest) of the National Community College Council for Research & Planning (NCCCRP).

NCCCRP is composed of two-year college researchers and planners, and is officially affiliated with both the American Association of Community Colleges and the Association for Institutional Research.

Effective July 7, 2008, Virginia L. Przygocki, assistant professor of dental hygiene and chair of the Health and Wellness Division, became the interim dean of career education and learning partnerships.

The July 10, 2008, Special Meeting of the Board of Trustees will begin at 8:30 a.m. in Delta's Board Room and is open to the public.

Dr. Goodnow provided Trustees with information regarding the upcoming MCCA Summer Workshop. In addition, she shared two articles with the Trustees.

CLOSED SESSION

It was moved and supported to move into closed session for the purpose of consulting with counsel regarding litigation (Higgs v. Delta College Board of Trustees). The vote was 9-0 to go into closed session with a roll call vote as follows:

R. Emrich - Yes
K. Houston-Philpot – Yes
K. Higgs - Yes
T. Lane - Yes
K. Lawrence-Webster - Yes
J. MacKenzie – Yes
R. E. Selby - Yes
R. Stafford - Yes

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E. Wacksman - Yes

R. Emrich moved to come out of closed session. R. Stafford seconded the motion. The Board voted unanimously to come out of closed session (8-0).

**COMMITTEE-OF-THE-
WHOLE
BA4706**

R. Emrich moved to approve the agreement that was worked out between Board attorney, Anne McClorey McLaughlin, and Mr. Higgs' attorney, James R. Johnson, in the case of Higgs v. Delta College Board of Trustees, as presented. K. Lawrence-Webster seconded the motion.

Attorney Anne McClorey McLaughlin said that in summary, the agreement states that:

1. All interviews of candidates for positions shall be conducted in compliance with the Open Meetings Act.
2. While the President resides at the Carlyon Farmhouse, it is not to be used for Board Meetings.
3. The Board shall not use the term "retreat" to describe a special meeting.
4. The Board will pay Mr. Higgs \$1500 in resolution of this case.

T. Lane thanked both sets of attorneys for their diligence in this matter.

The motion passed with 8 in favor. R. E. Selby abstained from voting.

ADJOURNMENT

There being no further business, Board Chair Selby adjourned the meeting at 9:11 p.m

Respectfully submitted,

Leslie Myles-Sanders, Board Secretary

Andrea Ursuy, Recording Secretary