

**DELTA COLLEGE  
BOARD OF TRUSTEES REGULAR MEETING  
BOARD ROOM  
Tuesday, June 11, 2013  
7:00 p.m.**

- BOARD PRESENT** K. Ellison, K. Houston-Philpot, K. Lawrence-Webster, J. MacKenzie, M. Rowley, E. Selby, D. Wacksman
- BOARD ABSENT** R. Emrich, R. Stafford
- OTHERS PRESENT** J. Goodnow, B. Baker, T. Brown, P. Clark, E. Crane, C. Curtis, C. Dzurka, J. Fogarty, A. Givens, M. Gmeiner, L. Govitz, P. Graves, J. Haley, G. Hoffman, J. Kendziorski, G. Luczak, D. Lutz, J. Miller, M. Mosqueda, J. Piel, V. Przygocki, L. Ramseyer, K. Rees, D. Salinas, B.J. Schwartz, S. Smith, T. Stitt, J. Tobias, A. Ursuy, B. Webb, S. Whitney, R. Wideman, M. Wiltse
- PRESS PRESENT** Jon Becker (Midland Daily News), John Hall (WSGW)
- CALL TO ORDER** Board Vice Chair, K. Ellison, called the meeting to order at 7:09 p.m.
- APPROVAL OF AGENDA** K. Houston-Philpot made a motion to approve the agenda with support from E. Wacksman. Motion passed unanimously.
- PUBLIC COMMENTS** Jess Peil of Midland County said that he does not feel that all of the information that the Board receives regarding recommendations for action is available to the public.
- Jack Tobias of Bay County said that he is disappointed to see that the College has awarded additional work to “non-union shops.” He cited the electrical work on both the Coffee ‘n More renovation as well as the parking lot project (electrical work was subcontracted through Pyramid Paving).
- Trustee Rowley said that he is comfortable with the responses that the Administration has given the Board as well as availability of information (to the public) regarding these issues. He added that if the IBEW would like to be awarded jobs, they will have to follow the process. He noted that the jobs are awarded to the low bidder and suggested that the union shops “sharpen their pencils.” He said that the Board must act in accordance with policy.
- TREASURER’S REPORT** D. Lutz presented the financial statements as of May 31, 2013. She said that at this time it is projected that the College will end the 2012-13 year approximately 5,000 credit hours below projections. In addition, this year, the College made a decision to eliminate the application fee which will result in reduced revenue in the amount of \$120,000. Overall, revenue is expected to be down between \$600,000 and \$800,000 for the year.
- The College expects to end the year in the black.

**CONSENT AGENDA**

M. Rowley made a motion to approve the consent agenda with support from E. Wacksman.

R. E. Selby said that he had a problem with a statement in the Dinner Meeting Minutes of May 14, 2013. He referred to the sentence that stated "The increases are to bring our rates more in line with the other Michigan Community Colleges." He said that this was not the intention of the Board when the tuition and fee rates for 2013-14 were approved by the Board.

M. Rowley withdrew his motion.

M. Rowley made a motion to decline the consent agenda as presented. J. MacKenzie seconded the motion. Motion passed unanimously

**APPROVAL OF MINUTES - SPECIAL, DINNER, REGULAR MEETING- MAY 14, 2013**

M. Rowley made a motion to approve the minutes of the May 14, 2013, Special and Regular Meeting Minutes as written and the May 14, 2013 Dinner Meeting Minutes with changes. R. E. Selby seconded the motion.

R. E. Selby asked that the dinner meeting minutes be revised and that the sentence stating "The increases are to bring our rates more in line with the other Michigan Community Colleges" be deleted from the Dinner Meeting Minutes of May 14.

Motion passed with a vote of 7 in favor. K. Lawrence-Webster voted in opposition to the motion.

**APPROVAL OF 3D PRODUCTION SYSTEM AND uPRINT 3D PRINTING SYSTEM BA 5008**

It is the recommendation of the administration that the Board of Trustees approve the sole source purchase of the Fortus 400 3D Production System and a uPrint 3D Printing System from Advanced Technologies Consultants in the amount of \$199,490.

M. Rowley made a motion to approve the recommendation. K. Lawrence-Webster seconded the motion. Motion passed unanimously.

**APPROVAL OF WIRELESS PROJECT BA 5009**

It is the recommendation of the administration that the Board of Trustees approve the Wireless Project, the related Cisco hardware and software, maintenance and support, set up, installation of cable and wireless access points and configuration at a cost not to exceed \$688,545.

K. Houston-Philpot made a motion to approve the recommendation. K. Lawrence-Webster seconded the motion. Motion passed unanimously.

**APPROVAL OF 2013-2014 BUDGET AND TAX LEVY RESOLUTION BA 5010**

It is the recommendation of the administration that the Board of Trustees approve the following 2013-2014 Budget and Tax Levy Resolution:

WHEREAS, the Board of Trustees has carefully examined the financial circumstances of the College District for the 2013-2014 fiscal year, including the following:

- (a) Estimated General Fund expenditures - \$65,250,860
- (b) Estimated General Fund revenues from state appropriation - \$14,152,600
- (c) Estimated General Fund from other revenue sources exclusive of local and State taxation - \$28,101,326

- (d) Estimated revenues from local taxation –  
Operational - \$23,175,301

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 2013 tax levy of 2.0427 mills for operating purposes for fiscal year 2013-2014 from within its authorized millage rate in order to raise approximately \$23,175,301 by taxation;

NOW, THEREFORE, BE IT RESOLVED THAT:

For the year 2013, the sum of \$23,175,301 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 2013-2014 operating budget be adopted for the entire College in the amount of \$126,208,286 which includes the General Fund budget of \$65,250,860 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: \_\_\_\_\_  
Andrea Ursuy  
Secretary, Board of Trustees

R. E. Selby made a motion to approve the recommendation. M. Rowley seconded the motion. Motion passed unanimously.

**APPROVAL OF  
COMPENSATION  
RECOMMENDATION** It is the recommendation of the Administration that the Board of Trustees approve for fiscal year 2013-2014, an increase of 1.7% in the Administrative/Professional and Support Staff salary schedule to be granted to individual staff in accordance with the performance management

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**FOR A/P AND  
SUPPORT STAFF  
BA 5011**

system; implementation of the medical benefit plan design changes including increasing the office visit copay, urgent care copay, emergency room copay and prescription drug copay; increasing the employee contribution to medical insurance premium from 15.0% to 17.5% of the current premium; and elimination of the health waiver incentive effective July 1, 2013.

K. Houston-Philpot made a motion to approve the recommendation. J. MacKenzie seconded the motion. Motion passed unanimously.

**APPROVAL OF  
COMPENSATION  
RECOMMENDATION  
FOR CORPORATE  
SERVICES STAFF  
BA 5012**

It is the recommendation of the Administration that the Board of Trustees approve for fiscal year 2013-2014, an increase of 1.7% in the Corporate Services Pay Schedule for the regular full-time and part-time employees to be granted to individual staff; implementation of the medical benefit plan design changes including increasing the office visit copay, urgent care copay, emergency room copay and prescription drug copay; increasing the employee contribution to medical insurance premium from 15.0% to 17.5% of the current premium; and elimination of the health waiver incentive effective July 1, 2013.

R. E. Selby made a motion to approve the recommendation. E. Wacksman seconded the motion. Motion passed unanimously.

**APPROVAL OF  
AFSCME FACILITIES  
MANAGEMENT  
AGREEMENT  
BA 5013**

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 2013-2016 which includes a 1.7% wage increase in year one (2013-2014 FY), 1.8% wage increase in year two (2014-2015 FY) and an economic reopener for year three (2015-2016 FY). Other changes include implementation of medical benefit plan design changes; increasing office visit copay, urgent care copay, emergency room copay and prescription drug copay; increasing the employee contribution to medical insurance premium from 15.0% to 17.5% of current premium; and elimination of the health waiver incentive effective July 1, 2013. The new contract will also include changes to Union Membership, Union Dues and Initiation Fees; and other minor language updates related to sick leave, vacation accrual and usage.

K. Houston-Philpot made a motion to approve the recommendation. E. Wacksman seconded the motion. Motion passed unanimously.

**APPROVAL OF  
AFSCME FOOD  
SERVICES  
AGREEMENT  
BA 5014**

It is the recommendation of the Administration that the Board of Trustees approve the AFSCME AFL-CIO Local Union 845 Council 25 Food Services labor contract for the fiscal years 2013-2016 which includes a 1.7% wage increase in year one (2013-2014 FY), 1.8% wage increase in year two (2014-2015 FY), an economic reopener for year three (2015-2016 FY) and an increase in the wage rate for new hires in the entry level classification. Other changes include implementation of medical benefit plan design changes; increasing office visit copay, urgent care copay, emergency room copay and prescription drug copay; increasing the employee contribution to medical insurance premium from 15.0% to 17.5% of current premium; and elimination of the health waiver incentive effective July 1, 2013. The new contract will also include changes to Union Membership, Union Dues and Initiation Fees; and other language changes related to leave of absences, hours of work, vacation, holiday, and tuition reimbursement.

E. Wacksman made a motion to approve the recommendation. R. E. Selby seconded the motion. Motion passed unanimously.

**STUDENT SUCCESS  
REPORT**

Julia Fogarty, Honors Program Coordinator, and Josh Haley, Delta Alum and former Honors Program student, gave an overview of the Honors Program at Delta College.

Julia explained how the Honors Program is structured and said that there are currently about 1,050 active honors students at Delta College.

Josh Haley explained the positive experience he had as an Honors Student, the benefits of the Honors Program, and how the Honors Program helped him succeed with he transferred to a 4-year university.

**PRESIDENT'S  
REPORT**

**Enrollment Report**

The spring/summer 2013 semester began on May 6. As of today, 5,180 students are enrolled. Registration for the fall 2013 semester began on March 26, 2013. To-date, 7,794 students have registered.

**Personnel Report**

Dr. Goodnow welcomed Rebecca Pierce to Delta College. Rebecca is joining Delta College as an Anatomy and Physiology Instructor beginning in the Fall, 2013.

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

**Information Sharing**

Congratulations to our Registrar's Office. The Registrar's Office received the 2013 MACRAO Outstanding Professional Team Award. The award was presented on Friday, June 7th at the MACRAO Professional Development Workshop that was held at Walsh College.

Congratulations to our Registrar Keith Malkowski, and the entire team: Mike Bean, Kaye Bostwick, Janet Burns, Julie Cramton, Maxine Diener, Gail Feinauer, Janice Leichner, Angela Sinclair, Rick Teneyuque, Dave Wallace, and Stephanie Werner.

I am pleased to announce that the Xi Delta Chapter of Phi Theta Kappa Honor Society at Delta College received special commendation during the Michigan Regional Convention for fulfilling all requirements to be named a "5 Star Chapter". Congratulations to Chapter Advisors Jeff Sorrels, Assistant Professor of Communication, and Dustin Castro, Student Services Intern, as well as all of the members of the Delta College Phi Theta Kappa Honor Society.

In the letter that we received from Rod Risley, Executive Director of Phi Theta Kappa, he noted that, "The Five Star Chapter Development Plan serves as a blueprint for developing a strong chapter, improves student engagement on your campus, and recognizes progress in the attainment of goals set by the chapter. "

**In folders this evening**

A memo from Dr. Goodnow requesting that her evaluation be conducted in a closed session.

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An update on the progress that is being made in reviewing the current tobacco/smoking policy.

An article on sustainability initiatives at Delta College.

This month's Fantastic Faculty Newsletter which highlights the professional and community activities of Delta College faculty.

The MCCA Summer Institute will take place in Traverse City on July 24 - 26, 2013 (Trustee Institute is on June 24, Summer Institute is June 25 -26).

**TRUSTEE  
COMMENTS**

M. Rowley said that because some of the information that came from MCCA to the Board (regarding the MCCA Summer Institute) had conflicting start times, he called MCCA. The correct start time of the Trustee Institute is 8:30 a.m. He also said that he appreciated the hard work that went into putting together the Strategic Plan and Budget for the College.

K. Houston-Philpot said that Board Chair Stafford asked that she coordinate the President's evaluation process again this year. The evaluation will also include a 360 degree evaluation. Trustees are asked to complete the written evaluation of Dr. Goodnow via SurveyMonkey. She said that she is working with Michael Wood in the Institutional Research Office and that a link would be sent to the Trustees.

R. E. Selby said that the list of those completing the 360 evaluation is lacking in gender diversity and asked that the list be expanded.

K. Houston –Philpot said that a message would be going out from T. Brown regarding a date for the Special Meeting to conduct the President's evaluation.

E. Wacksman said that P. Clark and L. Ramseyer gave an excellent presentation on the Health Professions Building Project at her last Rotary Meeting.

**CHAIRS COMMENTS**

Vice Chair Ellison thanked Board Chair Stafford (absent this evening) for the opportunity to chair this meeting. She also thanked all the faculty and staff who worked on the Budget. In addition, K. Ellison thanked those who made comments this evening.

Vice Chair Ellison shared good news from both Dow High School and Midland High School. Delta College is the number one choice for seniors graduating from both schools this year.

**ADJOURNMENT**

There being no further business, Board Vice Chair K. Ellison adjourned the meeting at 8:58 p.m.

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Andrea Ursuy, Board Secretary