

DELTA COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Delta College Main Campus – REVISED
Tuesday, October 14, 2014
7:00 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, B. Baker, L. Brown, T. Brown, J. Carroll, P. Clark, E. Crane, R. Curry, C. Davenport, M. Finney, D. Freed, M. Gmeiner, L. Govitz, T. Heinz, D. Lutz, D. Middleton, M. Moore, M. Mosqueda, D. Peruski, L. Ramseyer, K. Schuler, T. Stitt, L. Ullrich, C. Urbano, A. Ursuy, B. Webb, S. Whitney, S. Witzke, M. Wood
- PRESS PRESENT** J. Hall (WSGW), K. Skrzypczak (Delta Collegiate), J. Swiecicki (Delta Collegiate)
- CALL TO ORDER** Board Chair, R. Stafford, called the meeting to order at 7:09 p.m.
- APPROVAL OF AGENDA** Board Chair Stafford asked if there was any objection to adding two items to the agenda. Those items, were:
- Vote to go into closed session to discuss, with counsel, specific pending litigation and a written legal opinion
 - Bylaws Committee Update
- The revised agenda was approved without objection.
- PUBLIC COMMENTS** Board Chair Stafford called for public comments.
- Diane Middleton, Bay County Resident, introduced herself as a write-in candidate for the open Bay County Trustee seat. She said that she is a graduate of Delta College (associate’s), Western Michigan University (bachelor’s), and SVSU (master’s degree). She said that her son is currently a Delta College student. She indicated that she would like an opportunity to serve and “help maintain Delta College as it is an important asset to our community.”
- TREASURER’S REPORT** D. Lutz said she has reviewed the financial statements as of the end of September 2014. At this time, the College is operating in accordance with budget. D. Lutz said she has no new variances to report.
- CONSENT AGENDA** R. Emrich made a motion to approve the consent agenda with support from K. Houston-Philpot.
- The Board voted unanimously to accept the consent agenda approving the minutes of the September 9, 2014, Board Dinner Meeting and the September 9, 2014, Regular Board Meeting.

**FIVE-YEAR CAPITAL
OUTLAY MASTER PLAN
(BA5064)**

It is the recommendation of the administration that the Board of Trustees approve the Delta College Five-Year Capital Outlay Master Plan for the State's 2016 fiscal year as requested by the State Budget Office. R. Emrich made a motion to approve the recommendation. E. Wacksman seconded the motion. Motion passed unanimously.

**PURCHASE OF
BLACKBAUD
SOFTWARE
(BA5065)**

It is the recommendation of the administration that the Board of Trustees approve the purchase of Blackbaud, Inc. software modules for the conversion of Public Broadcasting's Allegiance database system into the Foundation's Raiser's Edge system, at a year one cost of \$171,646 (which includes the year one maintenance) and an annual maintenance cost of \$42,272 per year in years two and three. R. Emrich made a motion to approve the recommendation. K. Houston-Philpot seconded the motion. Motion passed unanimously.

R. E. Selby asked that the Board be given an update in 12 to 18 months regarding the implementation of this purchase, along with possible benchmarks to other colleges.

**APPROVAL OF
REVISIONS TO SENATE
POLICY 3.030 -
MASTER'S DEGREE
EQUIVALENCY
(BA5066)**

It is the recommendation of the Administration that the Board of Trustees approve the revisions to Senate Policy 3.030 - Master's Degree Equivalency. R. Emrich made a motion to approve the recommendation. K. Houston-Philpot seconded the motion. Motion passed unanimously.

**APPOINTMENT OF
TRUSTEE TO SERVE ON
SENATE SABBATICAL
LEAVES AND GRANTS
COMMITTEE**

Board Chair Stafford appointed M. Nash to serve on the Senate Sabbatical Leaves and Grants Committee. Senate policy specifies that two Trustees will serve. Board Chair Stafford noted that E. Wacksman also serves as a member of this committee.

**APPOINTMENT OF
TRUSTEE TO SERVE AS
A DELEGATE AT THE
ACCT ANNUAL
CONGRESS**

Board Chair Stafford appointed R. E. Selby to serve as the delegate at the ACCT Annual Congress. He noted that Trustee Selby has the knowledge and experience for such a role because he has had a long tenure on the Board and has served for many years as the MCCA Representative.

**BYLAWS COMMITTEE
REPORT**

M. Rowley reported that the Bylaws Committee met on October 7. The committee is working with legal counsel and will meet again on October 30. Recommendations for changes to the Bylaws and Operating Parameters will be brought forward at the November Board of Trustees Meeting. He noted that proposed changes to the Bylaws require a first reading, proposed changes to the Operating Parameters do not require a first reading.

**STRATEGIC PLANNING
SCORECARD
PRESENTATION**

Dr. Goodnow and A. Ursuy presented a draft of the strategic planning scorecard to the Board of Trustees. The scorecard is structured based upon the College's four strategic focus areas (Student Success, Community Focus, Sustainability, and People Focus).

M. Nash said that he would like to see the scorecard represented in the President's Goals.

R. E. Selby said that he would like to see more measures in the student success area that don't focus only on completion of a degree or certificate. He said that not all students come to Delta College to obtain a degree or certificate.

R. Emrich suggested that the scorecard have a measure on employment – reporting the number of students who have successfully obtained jobs in their fields following completion of a degree and/or certificate at the College.

K. Houston-Philpot suggested adding the number of students who are dual enrolled in the community focus area.

SUCCESSION PLANNING PRESENTATION

Dr. Goodnow and L. Brown gave a presentation on succession planning and talent development. They highlighted best practices in higher education and current practices at Delta College. The reported statistics from the Human Resources Office regarding the fact that in the next 5 years:

- More than 100 of Delta's full-time employees will have more than 25 years of service.
- Almost 150 employees will be age 60 or older.

Next steps in the process (by the end of FY2015), will be to have the following completed and ready to present:

- Leadership competencies
- Internship program
- An assessment tool for feedback and development.

PRESIDENT'S REPORT

Enrollment Report

The official count date for the fall 2014 Semester was September 2. As of today, we are at 102.13% of projected credit hours. 9,842 students are enrolled (3,689 FT and 6,153 PT).

Registration for the winter 2015 Semester begins on Tuesday, October 28.

Personnel Report

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

Information Sharing

- Dr. Goodnow said that she included a copy of her draft goals for the 2014-15 year in Board folders this evening. She asked that each Trustee review them and provide feedback.

- More than 3,400 students, teachers, and parents were on campus for the Michigan Tech Mind Trekkers event on Friday, September 26, and we estimate several thousand more attended on Saturday. Thanks to Cindy Drake, Associate Professor of Biology, for her awesome leadership in organizing this event and to all the departments who made this event such a success. Thanks also to Dow Chemical for their financial support.
- Delta College has been designated a 2015 Military Friendly School by Victory Media. The designation is awarded to the top 15 percent of colleges, universities and trade schools in the country that are doing the most to embrace military students, and to dedicate resources to ensure their success in the classroom and after graduation. We currently have more than 300 veteran students enrolled at the College.
- Admissions and Counseling/Advising & Career Services cordially invite you to attend Career Pathways 2014. This event takes place Friday, October 24, from 8:00 AM – 12:00 Noon. An invitation was mailed to your home. Please let Kay know if you plan to attend.
- Trustees received an invitation regarding the special events that will take place October 28 through 30, as we welcome Dr. Samuel Jones to Delta College to join us in celebrating art, music, and the humanities. We will also be recognizing Don Carlyon’s 90th birthday during this time.
- Dr. Goodnow reminded Trustees that the Special Board Meeting for Strategic Planning will take place on Monday, November 10, from 1:00-5:00 p.m. in our Board Room. Mary Spilde, President of Lane Community College, and Ken Burke, former Trustee and ACCT Board Member, will be facilitating.
- Be sure to take a look at our Fantastic Faculty Newsletter. This month’s edition features faculty from the Business & Information Technology Division and highlights students’ projects and activities from the past year.
- Back in April, Delta College submitted an application to the Herbert H. and Grace A. Dow Foundation, in response to a letter of invitation. We learned in the last month that we have been awarded \$4 million over three years to support our STEM Explorer vehicle initiative. About 20 faculty and staff members from across campus helped to develop the idea and we were the only community college to receive funding. Thanks especially to: Mike Finelli, Scott Schultz, and Pam Clark, for serving as the team to present our final proposal to the Dow Foundation trustees.
- Included in Trustee folders this evening:
 - Copy of an article in “Community College Week” that announced Dr. Reva Curry’s appointment to Delta College

- Copy of an article from “Community College Journal” titled, The Future.
- Latest edition of the Delta Collegiate
- Lanyards for Delta’s new app!

TRUSTEE COMMENTS

E. Wacksman said that she had the opportunity to work with a Middle College student last week and he sang praises for the program.

K. Houston-Philpot said that she appreciated the information that was shared during the presentations this evening. She said that at a later date, she would like to hear from the administration about the opportunities for improvement that were identified as a result of the diversity data that was collected.

M. Nash thanked Dr. Goodnow and L. Brown for their presentation this evening.

R. E. Selby encouraged all to watch Dateline Delta this week. Topics include the STEM gift from the Dow Foundation, STEM Students, and a biography on Dr. Curry.

J. MacKenzie said he enjoyed all presentations this evening.

M. Rowley agreed saying the presentations were wonderful this evening.

CHAIRS COMMENTS

R. Stafford shared that one of the Middle College Students was interviewed and accepted “on the spot” into the Midland Chamber’s Young Entrepreneurship program because they did a wonderful job in the interview process.

He also shared a letter from Katherine Reams thanking the Trustees for her scholarship.

CLOSED SESSION

M. Rowley made a motion, seconded by R. Emrich, to go into closed session for the purpose of consulting with its attorney regarding trial or settlement strategy in connection with specific pending litigation Hoogland v Kubatzke et al, Case No. 11-3581-CZ HG.

~~M. Rowley made a motion to go into closed session to discuss, with counsel, specific pending litigation and a written legal opinion. R. Emrich seconded the motion.~~ The results of the roll call vote were 9-0 in favor of going into closed session.

- R. Emrich – Yes
- K. Houston-Philpot – Yes
- K. Lawrence-Webster – Yes
- J. MacKenzie – Yes
- M. Nash – Yes
- M. Rowley – Yes
- R. E. Selby – Yes
- R. Stafford – Yes
- E. Wacksman – Yes

The Board took a brief recess at 9:05 p.m.

Closed session began at 9:09 p.m.

Closed session ended at 9:50 p.m. and the Board went back into open session at that time.

**MOTION –
RECOMMENDATION
OF COUNSEL
(BA5067)**

R.E. Selby made a motion, seconded by M. Rowley, to authorize settlement within certain parameters discussed during the closed session as part of the College's trial and/or settlement strategy in the case of Hoogland v Kubatzke et al, Case No. 11-3581-CZ HG.
~~R. E. Selby made a motion that the Board accept the recommendation of counsel and proceed. M. Rowley seconded the motion.~~ Motion passed unanimously.

ADJOURNMENT

There being no further business, Board Chair Stafford adjourned the meeting at 9:53 p.m.

Andrea Ursuy, Board Secretary