

**DELTA COLLEGE  
BOARD OF TRUSTEES REGULAR MEETING  
Delta College Main Campus  
Tuesday, November 11, 2014  
7:00 p.m.**

<b>BOARD PRESENT</b>	R. Emrich, K. Lawrence-Webster, J. MacKenzie, M. Nash, M. Rowley, R. E. Selby, R. Stafford, E. Wacksman
<b>BOARD ABSENT</b>	K. Houston-Philpot
<b>OTHERS PRESENT</b>	J. Goodnow, A. Anderson, B. Baker, L. Brown, T. Brown, W. Brown, W. Burns, T. Caylor, P. Clark, E. Crane, R. Curry, C. Curtis, C. Dzurka, M. Finelli, D. Freed, A. French, M. Gmeiner, T. Heinz, D. Lutz, R. McCracken, D. Middleton, M. Moore, M. Mosqueda, D. Peruski, G. Przygocki, L. Ramseyer, H. Schneider, K. Schuler, S. Schultz, T. Stitt, L. Ullrich, A. Ursuy, B. Webb, S. Whitney, S. Witzke
<b>PRESS PRESENT</b>	J. Hall (WSGW), G. Horner (Delta Collegiate), K. Skrzypczak (Delta Collegiate)
<b>CALL TO ORDER</b>	Board Chair, R. Stafford, called the meeting to order at 7:09 p.m.
<b>APPROVAL OF AGENDA</b>	Board Chair, R. Stafford, called for approval of the agenda.  The agenda was approved as presented.
<b>PUBLIC COMMENTS</b>	Board Chair, R. Stafford, called for public comment.
<b>TREASURER'S REPORT</b>	D. Lutz said that at the end of the month of October, the College is in solid cash position. She said that in comparing budget to actual, the college is operating as anticipated. D. Lutz said that at this time she has no variances to report.
<b>CONSENT AGENDA</b>	R. Emrich made a motion to approve consent agenda with support from M. Nash. The consent agenda passed unanimously resulting in: <ul style="list-style-type: none"><li>• Acceptance of Minutes:<ol style="list-style-type: none"><li>1. Board Dinner Meeting, October 14, 2014</li><li>2. Board Regular Meeting, October 14, 2014</li></ol></li></ul>
<b>ACCEPTANCE OF THE ANNUAL FINANCIAL STATEMENTS AND AUDIT FOR FY 2013-2014 (BA5068)</b>	R. Emrich made a motion that the Board of Trustees accept the annual financial statements and audit for FY13-14 as presented by Andrews Hooper & Pavlik P.L.C. M. Nash seconded the motion. Motion approved unanimously.

**APPROVAL OF TOOL KIT  
PURCHASE WITH  
EUCLID AUTOMOTIVE  
SUPPLY, INC. (BA5069)**

It is the recommendation of the administration that the Board of Trustees approve Euclid Automotive Supply, Inc. for the purchase of sixty (60) tool kits at a cost of \$2,754.68 each and a total cost of \$165,281. E. Wacksman made a motion to approve the recommendation with support from R. Emrich. Motion passed unanimously.

**BYLAWS REVISIONS,  
FIRST READING**

Bylaws Committee Chair, M. Rowley, reported that the Bylaws Committee is proposing several revisions to the Bylaws.

The Board heard a first reading of proposed revisions to the Bylaws. Proposed revisions are as follows:

**DELTA COLLEGE BOARD OF TRUSTEES BYLAWS COMMITTEE'S RECOMMENDED  
BYLAWS REVISIONS**

**Delegation of FOIA Appeal Authority to President**

**Current Provisions**

There is not a provision that addresses the Board's duty to hear appeals of Freedom of Information Act decisions.

**Recommendation**

Amend Bylaws, Article IX – Administration, as follows:

The Board of Trustees shall:

1. Contract with, appoint, and employ a competent executive officer who shall not be a member of the Board and who shall possess the qualifications required by law. His/her title shall be President of Delta College. S/he shall be directly responsible to the Board of Trustees and shall devise ways and means for executing efficiently the policies adopted by the Board and shall keep the Board informed of progress. The President's discretionary powers shall be broad enough to meet the duties and responsibilities of the office. The President shall keep the Board of Trustees informed in matters concerning the operation and welfare of the College.
2. Delegate to the President of the college the Board's authority to:
  - select and employ personnel of the college
  - pay claims and demands against the college
  - purchase, lease, or otherwise acquire personal property for the college subject to the policies adopted by the Board
  - invest college funds as per board adopted investment policy and applicable statutes
  - accept contributions, capital grants, gifts, donations, services, or other financial assistance from any public or private entity

- [delegate to appropriate persons the President’s authority](#)
  - [receive and respond to FOIA appeals.](#)
3. Evaluate the President annually.

## Procedures to call meetings

### Current Provisions

Bylaws, Article VI – Meetings, addresses regular meetings of the Board at Section 1, which is consistent with and required by the Michigan Open Meetings Act.

#### Section 2. Special Meetings of the Board

Notice of special meetings of the Board of Trustees shall be posted by the Secretary or designee at the request of the Chairperson or, in the absence of the Chairperson, the Vice Chairperson, or at the request of any three Trustees. The business which may be transacted at a special meeting shall be limited to the purpose(s) stated in the Notice of Meeting. However, if all members of the Board are present at such special meeting, any other business which the Board, in its sole discretion, determines to be of an urgent or emergency nature or of a routine housekeeping nature, may, with unanimous consent of all members, be transacted at such special meeting.

See also, Bylaws Article VII - Committees, regarding the assignment of powers, duties, and responsibilities to Committees, which states in relevant part:

1. The Chairperson shall have the power to appoint Trustees to Board established committees consisting of trustees, persons not trustees, or a combination thereof, as necessary for the purpose of studying, investigating, and giving advice to the Board upon any matter within the scope of the business and activities of the College. The Board of Trustees may not, however, delegate to any such committee any of the powers, duties or responsibilities conferred by law upon the Board of Trustees as a whole and may not delegate to any committee member not a trustee any of the powers, duties or responsibilities of a trustee.

### Recommendation

Bylaws, Article VI – Meetings,

#### Section 2. Special Meetings of the Board

Notice of special meetings of the Board of Trustees, [including committee meetings](#), shall be posted by the Secretary or designee at the request of

the Chairperson or, in the absence of the Chairperson, the Vice Chairperson, or at the request of any three Trustees. The business which may be transacted at a special meeting shall be limited to the purpose(s) stated in the Notice of Meeting. However, if all members of the Board are present at such special meeting, any other business which the Board, in its sole discretion, determines to be of an urgent or emergency nature or of a routine housekeeping nature, may, with unanimous consent of all members, be transacted at such special meeting.

See also, [Bylaws Article VII - Committees](#), regarding the assignment of powers, duties, and responsibilities to Committees, which states in relevant part:

1. The Chairperson shall have the power to appoint Trustees to Board established committees consisting of trustees, persons not trustees, or a combination thereof, as necessary for the purpose of studying, investigating, and giving advice to the Board upon any matter within the scope of the business and activities of the College. The Board of Trustees may not, however, delegate to any such committee any of the powers, duties or responsibilities conferred by law upon the Board of Trustees as a whole and may not delegate to any committee member not a trustee any of the powers, duties or responsibilities of a trustee.

[The special meeting shall be scheduled within a reasonable time period based on the purpose of the meeting.](#)

### **Procedures to bring issues before the Board**

#### **Current Provisions**

[Bylaws, Article IV, Section 2](#), states that the chairperson, working with the president and the vice-chairperson, is responsible for developing preliminary agendas for board meetings. A similar responsibility is included on the vice-chairperson responsibilities.

See also, [Bylaws Article VII - Committees](#), regarding the assignment of powers, duties, and responsibilities to Committees, states in relevant part:

The Chairperson shall have the power to appoint Trustees to Board established committees consisting of trustees, persons not trustees, or a combination thereof, as necessary for the purpose of studying, investigating, and giving advice to the Board upon any matter within the scope of the business and activities of the College. The Board of Trustees may not, however, delegate to any such committee any of the powers, duties or responsibilities conferred by law upon the Board of Trustees as

a whole and may not delegate to any committee member not a trustee any of the powers, duties or responsibilities of a trustee.

### **Recommendation**

#### **Amend Bylaws, Article IV, Section 2**

The Chairperson of the Board is responsible for:

1. presiding at meetings of the Board of Trustees
2. calling special and emergency meetings when required
3. performing duties prescribed by law or as requested by action of the Board of Trustees
4. developing, with the President and the Vice Chairperson, preliminary agendas for Board [and committee](#) meetings
5. representing the Board of Trustees at various public functions
6. appointing members to established board committees
7. exercising such other duties as may be prescribed by these Bylaws or other rules and procedures adopted by the Board of Trustees.

The Vice Chairperson of the Board is responsible for:

1. performing the duties of the Chairperson in his/her absence
2. developing, with the President and the Chairperson, a preliminary agenda for Board [and committee](#) meetings
3. performing other functions as requested by the Board or as prescribed by law, these Bylaws or other rules and procedures adopted by the Board.

### **Board Vacancies**

#### **Current Provisions**

##### **Bylaws, Article II – Governing Body; Section 5. Vacancy:**

Whenever a vacancy in the Board of Trustees occurs, the remaining members of the Board by majority vote shall fill the vacancy with a qualified elector of the Delta College district no later than 30 days after the date the vacancy occurs. Any person so appointed shall serve until a successor is elected and qualified.

If a vacancy occurs in the Board of Trustees more than 90 days before a regular community college election held for the election of members of the Board of Trustees in the community college district, an election shall be held at the

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regular community college election to fill that office for the remainder of the office's unexpired term, if any.

If a vacancy occurs in the Board of Trustees less than 90 days before a regular community college election held for the election of member of the Board of Trustees in the community college district and the vacancy occurs in the final year of the office's unexpired term, the appointed person shall fill that office for the remainder of the office's unexpired term. If a successor is not elected and qualified in that regular community college election, the office will be considered vacant at the beginning of the office's new term and the procedures outlined herein shall be used to fill the vacancy.

Within 3 days after an appointment is made to fill a vacancy, the secretary of the Board of Trustees shall notify the community college election coordinator, in writing, of the name, address, and office of the person who vacated the office as well as the person filing the office.

### **Recommendation**

Amend Bylaws, Article II – Governing Body; Section 5. Vacancy as noted:

Whenever a vacancy in the Board of Trustees occurs, the remaining members of the Board by majority vote shall fill the vacancy with a qualified elector of the Delta College district no later than 30 days after the date the vacancy occurs. Any person so appointed shall serve until a successor is elected and qualified.

If a vacancy occurs in the Board of Trustees more than ~~90~~ 907 days before the nominating petition filing deadline for the general November election that is not the general November election at which a successor in office would be elected if there were no vacancy, the person appointed shall hold office only until a successor is elected at the next general November election in the manner provided by law and qualifies for office. The elected successor shall hold the office for the remainder of the unexpired term. ~~a regular community college election held for the election of members of the Board of Trustees in the community college district, an election shall be held at the regular community~~

~~college election to fill that office for the remainder of the office's unexpired term, if any.~~

If a vacancy occurs in the Board of Trustees 7 or less than 90 days before the nominating petition filing deadline for the general November election that is not the general November election at which a successor in office would be elected if there were no vacancy, a regular community college election held for the election of member of the Board of Trustees in the community college district and the vacancy occurs in the final year of the office's unexpired term, the appointed person shall fill that office for the remainder of the office's unexpired term.

If a successor is not elected and qualified in ~~that regular community college~~ a general November election, the office will be considered vacant at the beginning of the office's new term and the procedures outlined herein shall be used to fill the vacancy.

The nominating petition filing deadline shall be the Michigan Election Law provision that sets the deadline as not later than 4 p.m. on the fifteenth Tuesday before the election date.

Within 3 days after an appointment is made to fill a vacancy, the Secretary of the Board of Trustees shall notify the community college election coordinator, in writing, of the name, address, and office of the person who vacated the office as well as the person filing the office.

### **"Open" Meeting Clarification**

#### **Current Provisions**

##### **Bylaws, Article VI - Meetings, Section 7. Members' Participation by Conference Telephone or Similar Communications Equipment**

Ordinarily, Board members are to be present at regular and special meetings of the Board. However, there may be circumstances (i.e. illness or other matters) which prevent a member from attending.

A Board member may participate in a meeting of the Board by a conference telephone or by other similar

communications equipment through which all persons participating in the meeting may communicate with one another, and such participation shall constitute his/her presence in person. All participants shall be advised of the communications equipment and the names of all persons participating in the meeting. Those members participating by telephone or similar communications equipment shall identify themselves each time before communicating.

The provisions for members' participation by conference telephone or similar communications equipment shall not be available for all closed meeting of the Board of Trustees.

### **Recommendation**

#### **Amend Bylaws, Article VI - Meetings, Section 7. Members' Participation by Conference Telephone or Similar Communications Equipment**

Ordinarily, Board members are to be present at regular and special meetings of the Board. However, there may be circumstances (i.e. illness or other matters) which prevent a member from attending.

A Board member may participate in an [open](#) meeting of the Board by a conference telephone or by other similar communications equipment through which all persons participating in the meeting may communicate with one another, and such participation shall constitute his/her presence in person. All participants shall be advised of the communications equipment and the names of all persons participating in the meeting. Those members participating by telephone or similar communications equipment shall identify themselves each time before communicating.

The provisions for members' participation by conference telephone or similar communications equipment shall not be available for all closed meeting of the Board of Trustees.

### **Participation in Committee Meetings By Conference Telephone**

#### **Current Provisions**

##### **Bylaws, Article VII - Committees**

1. The Chairperson shall have the power to appoint Trustees to Board established committees consisting of trustees, persons not trustees, or a combination thereof, as necessary for the purpose of studying, investigating, and giving advice

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to the Board upon any matter within the scope of the business and activities of the College. The Board of Trustees may not, however, delegate to any such committee any of the powers, duties or responsibilities conferred by law upon the Board of Trustees as a whole and may not delegate to any committee member not a trustee any of the powers, duties or responsibilities of a trustee.

2. All meetings of all Committees appointed by the Chairperson, including meetings of Subcommittees and the Committee of the Whole, shall be open to the public, except for closed sessions called pursuant to law for the purposes set forth in the Michigan Open Meetings Act.

### **Recommendation**

#### **Article VII - Committees**

1. The Chairperson shall have the power to appoint Trustees to Board established committees consisting of trustees, persons not trustees, or a combination thereof, as necessary for the purpose of studying, investigating, and giving advice to the Board upon any matter within the scope of the business and activities of the College. The Board of Trustees may not, however, delegate to any such committee any of the powers, duties or responsibilities conferred by law upon the Board of Trustees as a whole and may not delegate to any committee member not a trustee any of the powers, duties or responsibilities of a Trustee.
2. All meetings of all Committees appointed by the Chairperson, including meetings of Subcommittees and the Committee of the Whole, shall be [held as special meetings in accordance with Article VI.](#) ~~open to the public, except for closed sessions called pursuant to law for the purposes set forth in the Michigan Open Meetings Act.~~

#### **APPROVAL OF REVISIONS TO THE OPERATING PARAMETERS (BA5070)**

Bylaws Committee Chair, M. Rowley, said that it is the recommendation of the Delta College Board of Trustees Bylaws Committee that the Board of Trustees approve the following revisions to the Delta College Board of Trustees Operating Parameters.

#### **DELTA COLLEGE BOARD OF TRUSTEES BYLAWS COMMITTEE'S RECOMMENDED OPERATING PARAMETERS REVISIONS**

#### **Procedures to bring issues before the Board**

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### **Current Provisions**

#### **Operating Parameters at Section XI, Article II - Process for Adding Items to the Agenda**

Ordinarily, a Board member may place an item on the agenda by presenting it in writing to the chairperson or President a week prior to the regular meeting at which it is to be discussed. In addition, items may be added to the agenda with the consent of the majority of the Board at the meeting.

### **Recommendation**

#### **Amend Operating Parameters at Section XI, Article II - Process for Adding Items to the Agenda**

Ordinarily, a Board member may place an item on the agenda of a Board or committee meeting by presenting it in writing to the Chairperson or President a week prior to the ~~regular~~ meeting at which it is to be discussed. In addition, items may be added to the agenda with the consent of the majority of the Board or committee members at the meeting.

### **Procedures for Board member information requests & Procedures for Board members to request a legal opinion**

### **Current Provisions**

There is not a formal procedure stated for a Board member to request information or to obtain a legal opinion from College counsel.

### **Recommendation**

Amend the Operating Parameters to include the following new section at XIV. Requests for Information and Legal Opinions, with updates based on the October 7, 2014 discussion noted in redline format:

The Board shall ~~collectively~~ collectively determine which information requests ~~and attorney opinions~~ are essential to performing its policy-making and oversight role, ~~unless~~. ~~Ordinarily, if~~ a Board Member's request(s) for information will take the administration ~~less~~ less more than fifteen (15) minutes in a single month to reply, prepare information,

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~~and/or~~ give a report responding to a request, ~~then the request should be approved by the whole Board. The discussion of such information shall occur in a manner consistent with the Open Meetings Act and any other applicable laws.~~

All requests for information and responses shall be copied to all Board Members. ~~The discussion of such information shall occur in a manner consistent with the Open Meetings Act and any other laws.~~

A Board Member's request for a written legal opinion shall be approved by the Board Chair or the President prior to the commencement of such work-legal-services. If the President or Board Chair does not act upon a request for a written legal opinion, the request for a written legal opinion may be presented to the full Board for approval. The attorney's written response shall be provided to all Board members in a confidential manner.

**Procedures for voting to end a closed session, closed session minutes approval and holding a closed to consider a written legal opinion.**

**Current Provisions**

Operating Parameters, IX. Open Meetings Act Requirements

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D. Minutes

1. Must be kept for all meetings
2. Must contain:
  - a. A statement of the time, date and place of the meeting
  - b. The members present and members absent
  - c. A record of any decisions made
  - d. A record of any roll call votes
  - e. An explanation of the purpose if the meeting is a closed session.
3. Except for minutes of closed sessions, all are public records, open for public inspection, and must be available for review at the address designated on the public notice of the meeting and posted on the public website.
4. Draft minutes must be available for public inspection within 8 business days after the meeting they record.

5. Approved minutes must be available for public inspection within 5 business days after the meeting at which they are approved.
6. Corrections to the minutes must be made no later than the next meeting after the meeting to which they refer.
7. Corrected minutes must be available no later than the next meeting after the correction and must show both the original entry and the correction.

#### E. Closed sessions

1. May be held only for the purposes specified in the Act.
2. Require an affirmative vote of two-thirds of the members except in certain specified cases.
3. Permissible purposes include (\* requires a two-thirds vote)
  - a. To consider dismissal, suspension, discipline, complaints or charges against, or to conduct a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the person requests a closed hearing, which request may be rescinded at any time.
  - b. To consider dismissal, suspension or discipline of a student if the student or student's parent or guardian requests a closed hearing.
  - c. For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.
  - d. \*To consider the purchase or lease of real property up to the time an option to purchase or lease of that real property is obtained.
  - e. \*To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have a detrimental financial effect on the litigating or settlement position of the public body.
  - f. \*To review and consider the contents of an application for employment or appointment to a public office if the candidate requests that the application remain confidential, except that all interviews must be held in an open meeting.
  - g. \*To consider material exempt from disclosure by state or federal statute.

#### **Recommendation**

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Amend Operating Parameters, IX. Open Meetings Act Requirements, Section D. Minutes to include the statutory requirement that minutes of an open session meeting include the time the open session was reconvened following a closed session, as follows:

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D. Minutes

1. Must be kept for all meetings
2. Must contain:
  - a. A statement of the time, date and place of the meeting
  - b. The members present and members absent
  - c. A record of any decisions made
  - d. A record of any roll call votes
  - e. An explanation of the purpose if the meeting is a closed session and the time open session was reconvened.
3. Except for minutes of closed sessions, all are public records, open for public inspection, and must be available for review at the address designated on the public notice of the meeting and posted on the public website.
4. Draft minutes must be available for public inspection within 8 business days after the meeting they record.
5. Approved minutes must be available for public inspection within 5 business days after the meeting at which they are approved.
6. Corrections to the minutes must be made no later than the next meeting after the meeting to which they refer.
7. Corrected minutes must be available no later than the next meeting after the correction and must show both the original entry and the correction.

Amend Section E. Closed Session, Subsection 3.g. to address the ability to hold a closed session to consider written legal advice:

\*To consider material exempt from disclosure by state or federal statute, including written legal advice pursuant to Section 13(1)(g) of the Freedom of Information Act, which exempts from public disclosure information or records subject to the attorney-client privilege.

Add new sections 4. and 5. under E. Closed Session, to address how to come out of closed session and closed session minutes approval requirements.

## E. Closed sessions

4.——A motion to end the closed session with a majority vote shall occur in the closed session.

5. A separate set of minutes shall be taken for closed sessions. The closed session minutes shall be approved in an open session by distributing the closed session minutes to each Trustee in a confidential envelope at the open session meeting in which the minutes are presented for approval. All Trustees are required to return the closed session minutes and any materials distributed during the closed session at the conclusion of the closed session. Any discussion of the contents of closed session minutes must occur in a properly called closed session.

## Board of Trustee Scholarships

### **Current Provisions**

the The current operating parameters define the process and criteria used to award scholarships.

### **Recommendation**

Amend the Operating Parameters to eliminate the specific criteria for selection from the Operating Parameters, which would allow the staff and administration to operate a more competitive process.

### **Proposed Changes**

The Board of Trustees strongly believes in and supports every student's opportunity to seek an education at Delta College. To that end, the Trustees strongly endorse having a scholarship process in place, in addition to private sector dollars, to help students finance their education. The Trustees request that the President provide a report, on an annual basis, of the general fund dollars allocated in the prior year, along with a list of recipients and outcomes. The proposed process to be used for selection of the next year's recipients should also be shared, along with any recommended changes.

### **Current Language**

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The Board of Trustees Scholarships are awarded to graduating seniors from each high school within Bay, Midland, and Saginaw counties. One Board of Trustees Scholarship will be provided to each school and will provide tuition and fees for up to 62 credits over a four year period.

~~Nominee Eligibility Criteria for Board of Trustees Scholarship: student must~~

- ~~• Have a cumulative GPA of 3.25 or higher on a 4.0 scale or a 3.85 or higher on a weighted scale~~
- ~~• Be a resident of the Delta College District~~
- ~~• Be recommended by a high school counselor and/or principal~~

~~Continued Eligibility Criteria for Board of Trustees Scholarship: student must~~

- ~~• Maintain a cumulative 3.00 GPA~~
- ~~• Be enrolled consecutively in fall and winter semesters~~

~~Details of the Board of Trustees Scholarship~~

- ~~• Must be initially utilized during the first academic year after high school graduation~~
- ~~• Pays tuition and fees up to 62 credits~~
- ~~• Applies to tuition and fees for fall and winter semesters for up to four consecutive years after high school graduation. Use for spring/summer tuition and fees is permissible.~~
- ~~• Full-time enrollment is not required~~

R. Emrich seconded the motion made by M. Rowley. Motion passed unanimously.

## **APPOINTMENT OF NOMINATING COMMITTEE**

Board Chair Stafford appointed the following individuals to the Board Nominating Committee:

- Trustee Selby
- Trustee Houston-Philpot
- Trustee Emrich

The Nominating Committee will meet before the next regular Board of Trustees Meeting takes place.

**STUDENT SUCCESS  
REPORT:  
STUDENT SUCCESS  
THROUGH SERVING  
THE NEEDS OF AREA  
EMPLOYERS (MIKE  
FINELLI AND HARVEY  
SCHNEIDER)**

Ginny Przygocki introduced Mike Finelli, Chair of the Technical, Trades, and Manufacturing Division; and Harvey Schneider, Coordinator of the Skilled Trades Program.

M. Finelli and H. Schneider provided a program overview, spoke about growth in the program (credit hour production has increased by 8% since 2012), discussed partnerships, and discussed potential new students and companies that will be sending apprentices to participate in the Delta College Skilled Trades program.

M. Finelli noted that this program has no full time faculty, but relies on faculty who teach in various disciplines throughout the TTM Division and other areas of the College. H. Schneider said that this model allows for the customization of the curriculum to meet the needs of the employer and of the apprentice.

**PRESIDENT'S REPORT**

**Enrollment Report**

9,842 students are enrolled (3,689 FT and 6,153 PT) for the fall 2014 semester.

Registration for the winter 2015 Semester began on Tuesday, October 28. As of today, 7,483 students are enrolled (2,661 FT, 4,822 PT).

**Personnel Report**

Dr. Goodnow welcomed Dr. Amie Anderson to Delta College. Amie is the new Dean of Students. She began in her new position on Monday, November 3. Amie earned her Doctorate of Philosophy in Postsecondary and Adult Education from Capella University. She comes to Delta with a mix of teaching and administrative experience, with her most recent administrative experience at Baker College.

Congratulations to Peter Larkowski, Associate Professor of Chemistry, who will begin his first three year term as Chair of the Science Division on May 1, 2015.

Congratulations also go to Mike Finelli, who is being reappointed as Chair of the Technical, Trades, and Manufacturing Division. His second term will begin on May 1, 2015 and end on April 30, 2018.

Dr. Goodnow made a correction to the personnel announcements that were found in Board packets this evening. Bruce Kemmer has decided to continue in his full-time teaching role and will not be assuming the position of Business and Information Technology Division Chair in May.

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

**Information Sharing**

- Dr. Goodnow congratulated Pam Clark, Executive Director of Institutional Advancement and Executive Director of the Delta College Foundation, who received an Outstanding Fundraising Executive Award from the Mid-Michigan Chapter of the Association of Fundraising Professionals yesterday. Since Pam started at Delta in January 1991, she has played a leadership role in the College raising more than \$30 million in private sector dollars. Rob Vallentine, Director of Corporate Citizenship for The Dow Chemical Company and President & Executive Director of The Dow Chemical Company Foundation, presented the award to Pam. Rob is Chair of the Delta College Foundation Board of Directors.
- Dr. Goodnow invited all to attend “Harvest of Praise” on Wednesday, November 19. “Harvest of Praise” is a concert that is being presented by our Eminent Voices of Delta College Gospel Choir. It will feature gospel choirs from around the State of Michigan including SVSU and CMU. The concert begins at 6:00 p.m. in our Lecture Theater. Bring a cash donation or non-perishable food item. All donations benefit the Delta College Food Pantry.
- During the week of October 28 through 30, we welcomed Dr. Samuel Jones to Delta College to join us in celebrating art, music, and the humanities. The week’s events were awesome and inspiring. Dr. Goodnow thanked the faculty and staff who helped make the week a success. She also thanked Pam Clark and the staff in the Institutional Advancement Office for their leadership in making this week long celebration a reality!

The program was included in Board folders this evening.

- The Fantastic Faculty Newsletter which has been uploaded to the BoardBook site.
- The latest edition of the Delta Collegiate is in the Board folders.
- This past Monday our Automotive Service Technology faculty (Tom Coats, Jim Miller, and Hector Orlandi) and others hosted a statewide Instructor Update Training with the National Institute for Automotive Excellence. Over 70 participants were at Delta College from colleges, secondary schools and dealers for this day-long event, learning about changes in certification requirements. In addition, we showcased our state-wide articulation agreements, which our automotive program is being recognized for its leadership in this area.

#### **TRUSTEE COMMENTS**

J. MacKenzie said that he enjoyed the presentations this evening. He also said that the Skilled Trades Program is doing an excellent job of meeting an important need in our community.

R. Emrich said that he enjoyed the ACCT Annual Leadership Congress in Chicago. Two of the presentations that he really enjoyed were:

- Chuck Underwood's presentations on generational differences.
- A presentation that focused on Boards. The presentation talked about the importance of evaluating our performance as a Board and of evaluating our President.

R. Emrich also noted the importance of having an emergency succession plan in the case that something would happen to our President/CEO.

M. Rowley thanked the administration and legal counsel for their work on the Bylaws and Operating Parameters. He said that there are still two pending issues that the Bylaws Committee will need to meet for. Those issues are:

- Conflict of Interest Policy
- Censure procedure and timelines

R. E. Selby spoke about his experience at the ACCT Annual Congress. He said that the presentation that was most impactful was from Seminole Community College. The Trustees in Florida are appointed by the Governor. He said that he appreciates the independence of the Trustees that are elected by the people in Michigan.

He also talked about a presentation he attended on MOOCs. The presentation was given by Elgin Community College and discussed the characteristics of students who succeed in an online environment.

M. Nash thanked all for excellent presentations this evening. He also asked Dr. Goodnow to forward her final goals to the Board.

E. Wacksman discussed her experience at ACCT. Of particular interest was a presentation in which a College talked about dual enrollment. Over 12,000 students were enrolled in their program (which also had 26 early colleges).

E. Wacksman also discussed the pre-conference session that she attended on policy governance. She said that much of the information was similar to what Mary Spilde and Ken Burke shared as a part of Monday's special meeting. Some important points on the Board's role were:

- Link with the community
- Make Policy
- Conduct the performance evaluation of the President/CEO

She added that it was a positive experience to learn from other colleges as part of the ACCT Annual Leadership Congress.

R. Emrich said that it was unfortunate that Bay County did not have a candidate on the ballot in Bay County. He said that he hopes the media will encourage people to run in the future.

**CHAIRS COMMENTS**

R. Stafford said congratulations on an excellent audit. He also congratulated P. Clark on her award.

**ADJOURNMENT**

There being no further business, Board Chair Stafford adjourned the meeting at 8:32 p.m.

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Andrea Ursuy, Board Secretary