

**DELTA COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Delta College Main Campus
Board Room
Tuesday, November 8, 2016
7:00 p.m.**

- BOARD PRESENT** R. Emrich, K. Houston-Philpot, D. Middleton, M. Morrissey, M. Nash, M. Rowley, E. Wacksman
- BOARD ABSENT** K. Lawrence-Webster, R.E. Selby
- OTHERS PRESENT** R. Battinkoff, S. Bishop, V. Bledsoe, L. Brown, T. Brown, A. Buckley, P. Clark, E. Crane, R. Curley, R. Curry, C. Drake, L. Dull, D. Fogelsonger, K. Fogelsonger, M. Fulmer, J. Goodnow, L. Govitz, P. Haselhuhn, F. Hoffman, K. Klein, D. Kozma, L. Lawrason, J. Letienne, S. Lewless, D. Lutz, J. Miller, M. Mosqueda, D. Peruski, V. Przygocki, L. Ramseyer, K. Randolph, S. Rushing, K. Schuler, J. Stahl, A. Ursuy, T. Wang, B. Webb
- PRESS PRESENT** J. Hall (WSGW), B. Henika (Delta Collegiate), Z. Lucynski (WNEM)
- CALL TO ORDER** Board Chair, M. Rowley, called the meeting to order at 7:00 p.m.
- APPROVAL OF AGENDA** Board Chair Rowley requested that the Trustees amend this evening’s agenda. The addition would immediately follow the “approval of the consent agenda.” The addition to the agenda would be “Administration Presentation: Saginaw Center.” R. Emrich made a motion to approve the amended agenda with support from M. Nash.
- Motion passed unanimously.
- PUBLIC COMMENTS** Board Chair Rowley called for public comments.
- TREASURER’S REPORT** D. Lutz said that the Board has received the financial statements for the month ended October 2016. The College is 4 months into the fiscal year. At this time, there are no variances to report. The College is operating in accordance with the budget plan. D. Lutz said that she would be happy to answer any questions that the Board may have.
- CONSENT AGENDA** D. Middleton made a motion to approve the consent agenda with support from K. Houston-Philpot. The consent agenda passed unanimously resulting in:
- A. Acceptance of Minutes:
 - 1. Board Dinner Meeting, October 11, 2016
 - 2. Board Regular Meeting, October 11, 2016
 - B. Acceptance of Closed Meeting Minutes
 - 1. June 20, 2016, Special Meeting
- ADMINISTRATIVE PRESENTATION: SAGINAW CENTER** Dr. Goodnow, L. Ramseyer, and D. Kozma (SmithGroup JJR) gave a presentation on the site that the Administration is recommending to the Board for approval.

Dr. Goodnow began the presentation by thanking D. Kozma, T. Wang, D. Lutz, L. Ramseyer, and P. Clark for their work.

Dr. Goodnow said that in 2016, 41.2 percent of Delta College's enrollment is from Saginaw County and it is the largest population center of Delta's three county service area of Saginaw, Bay and Midland Counties.

D. Kozma reviewed the methodology and multi-phase approach for selecting the site.

The nine sites were each evaluated using the criteria previously approved by the Board. Those criteria were:

- Ideal site availability with great feasibility for construction
- Economical to acquire and develop
- Close proximity to urban amenities, including Hoyt Public Library and the future SVRC Marketplace
- Convenient access to the STARS public bus terminal, with six routes passing the new site
- Abundant public parking resources nearby
- Convenient transportation linkages, including I-675 interstate access and other major urban circulation routes
- Prominent frontage and visibility on Genesee Avenue
- Ready access to utilities and infrastructure
- Potential to contribute to the downtown character

Dr. Goodnow said that the Delta College Administrative Team has selected and is recommending a location in the 300 block of East Genesee Avenue (at Franklin, Tuscola, Baum), as the location to construct the new Saginaw Center.

L. Ramseyer said that the site is city owned, has a suitable configuration, adequate acreage, is adjacent to plenty of parking, and is being offered for the price of \$1.00 by the City of Saginaw.

Delta College's Saginaw Center will include eleven classrooms, basic science and computer labs, technology and special use training rooms. It is a priority to improve the educational environment of Delta's Saginaw location, to more appropriately match that of our other higher education facilities.

Dr. Goodnow said that if the Board approves the recommended site this evening, next steps for this project will include:

- Presentations to the Saginaw City Council
- March 2018 – Break ground for construction
- Spring/Summer 2019 – Move in to the Center

**BOARD ACTION
SAGINAW CENTER
SITE
(BA5162)**

It is the recommendation of the Administration that the Board of Trustees approve the site selection committee's recommendation to purchase the real estate located in the 300 block of East Genesee Avenue, between Franklin, Baum, and Tuscola Streets; from the City of Saginaw for a purchase price of \$1.00 and authorize the administration to proceed with the purchase and closing subject to acceptance by seller.

R. Emrich made a motion to approve the recommendation with support from E. Wacksman.

Motion passed unanimously.

**BOARD ACTION
DELTA COLLEGE –
SAGINAW
ARCHITECTURAL
(BA5163)**

It is the recommendation of the Administration that the Board of Trustees approve the selection of WTA Architects of Saginaw to provide architectural and engineering services for the Delta College – Saginaw project, and approve the project budget of \$12,739,000 authorizing the Facilities Department and administration to secure bids and award contracts to complete the project. R. Emrich made a motion to approve the recommendation with support from K. Houston-Philpot.

Motion passed unanimously.

**BOARD ACTION –
ACCEPTANCE OF
THE ANNUAL
FINANCIAL
STATEMENTS AND
AUDIT FOR FY
2015-2016
(BA5164)**

R. Emrich and D. Middleton recommended that the Board accept the annual financial statements and audit for FY15-16 as presented by Andrews Hooper & Pavlik P.L.C. E. Wacksman seconded the motion.

Motion passed unanimously.

**BOARD ACTION –
APPROVAL OF THE
PURCHASE OF
MEDIA BUYING
SERVICES
(BA5165)**

It is the recommendation of the Administration that the Board of Trustees approve the purchase of media buying services at an annual budget not to exceed \$250,000 annually (which includes the industry standard 15% commission on all media buys) to Barnes Chase & Davis for an initial three (3) year agreement with an option of three (3) additional one-year extensions. K. Houston-Philpot made a motion to approve the recommendation with support from M. Nash.

Motion passed unanimously.

**BOARD ACTION
FUTURE BOARD
CALENDARS
(BA5166)**

R. Emrich made a motion that, in future years, the Board of Trustees resolve never to schedule Board Meetings on an election night (State or National). M. Nash seconded the motion.

Motion passed unanimously.

**STUDENT SUCCESS
“DELTA VOTES”**

Dr. Lisa Lawrason, Associate Professor of Political Science, and Dr. Kim Klein, Associate Professor of Political Science, and student Janine Letienne, gave a presentation on “Delta Votes.” Delta Votes is an initiative to help increase voter turnout rates.

Dr. Lawrason said that 36 community volunteers and 40 student volunteers participated in a campaign to register students to vote. Volunteers were on main campus and at the Ricker Center. As a result of their efforts, 460 students registered to vote in 4 days. A total of 548 signed up for TurboVote as well.

**PRESIDENTS
REPORT**

Enrollment Report

The Fall Semester began on August 27. As of today, 9,143 students are registered.

Registration for the Winter Semester began on October 31. As of today, 5,644 students are registered.

Personnel Report

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

Information Sharing

- Dr. Goodnow thanked the Board of Trustees for approving the site for the new Saginaw Center. She also thanked the administrative team for their support – Larry Ramseyer, Pam Clark, Deb Lutz, Reva Curry, Margaret Mosqueda, Barb Webb, Andrea Ursuy, Dave Peruski, Ginny Przygocki, Kristy Nelson, Jonathan Miller, and Russ Curley.
- Dr. Goodnow encouraged all to take a look at this month’s Fantastic Faculty which has been uploaded to BoardBook.
- In folders this evening:
 - A copy of the thank you note from Dr. Annette Rummel, one of the recipients of the Distinguished Alumni Award. The other recipient was The Honorable Fred L. Borchard. They were presented the awards at a luncheon on October 28.
 - LifeLong Learning’s online and in-person professional development flyer – this is a companion piece to the Winter 2017 catalog that Trustees received last month.
 - *Community Connection*, a publication of the Bay Area Community Foundation – included in the publication is an article about Janet Penn who was a Zoe Scholarship recipient. This scholarship benefits adult women returning to college. Janet earned an associate degree from Delta College in 1989 and 3 years ago, returned to pursue a degree through the 3+1 program

we have with Northwood University. This past May, she received her Bachelor's Degree in Business Administration Management.

- The latest editions of the Delta Collegiate.
- Dr. Goodnow reminded everyone that "A Chocolate Affair" will take place on Thursday, November 18. Tickets are still available through the Foundation Office. Proceeds benefit the Possible Dream Program.

**PRESIDENT'S
GOALS
DISCUSSION**

Dr. Goodnow said that the Board received a draft of her goals for 2016-17 and asked for feedback from the Trustees.

M. Nash said that he thinks that the initial goals presented are good, but said that he is interested in seeing an additional goal on cost/productivity of programs, analysis of staffing, etc.

Dr. Goodnow said that the team that attended the Continuous Quality Improvement Summer Institute has made the decision that the College participate in the National Community College Benchmarking Project Cost and Productivity Study. She said that she feels that participation in this project will align well with Trustee Nash's additional goal.

R. Emrich said that he would like Dr. Goodnow to consider the benefits of a sabbatical in the future, stating it would be good for the President to have an opportunity to "recharge."

M. Rowley stated that he has several items that he would like Dr. Goodnow to consider incorporating into her goals – if the College is not already doing these things:

- Improve certificate/college attainment rate from 33% for region towards 39% for State, and achieve 60% by 2025.
- Look at our peers and adopt best practices.

Specifically:

- *Increase revenue % to be closer to our peer group.*
- *Look at empty seats in sections and fill them up. Based on peer group data, it looks like we have room to improve in this area and that it should be a high priority.*
- *Base # of sections by total advanced planned demand, divided by capacity per section.*
- Reduce drops and adds. Ask students far, far in advance when and where they want classes. Schedule time and place for the students' convenience with a goal of reducing empty seat count in offered sections.
- Remember that students (especially those working) can't turn their life around on a dime to fit what we want to offer.
- Perhaps the College should consider a discount for early signup and no drop/add.
- Look at students that don't finish a degree at Delta and research what they are missing when they transfer out.
- Don't teach something just because we always have. If there is no longer a sufficient demand for it, and we have to cancel scheduled sections and--especially for required courses--ask if they are still relevant for the degree.

- Get percentage of students that complete a degree up substantially.
- Ask ourselves: Is our schedule convenient for students? Can students graduate in a timely manner; or are they delayed by an inconvenient schedule?

Dr. Goodnow thanked the Trustees for their feedback. She asked that M. Rowley send his suggestions to her so that she can consider what is already being done and make any necessary additions to her goals.

**TRUSTEE
COMMENTS**

M. Morrissey commented that the student success presentation was excellent.

M. Nash congratulated all involved with planning the Saginaw Center. He also stated that he does not plan to take on the role of Board Chair (following his 2-year term as Vice Chair). He said that his professional responsibilities will not allow him the time that he would need to commit to being the Chair of the Board.

E. Wacksman said that Delta's get out the vote activities have been awesome.

K. Houston-Philpot thanked Dr. Emrich for being willing to serve another term. She welcomed Andre Buckley, Midland County Trustee candidate, to this evening's meeting. She thanked D. Lutz and the team that completed the audit. Finally, K. Houston-Philpot thanked the team that worked on the Saginaw Center Site selection. This new center in Saginaw sends a strong signal to our community. It is great for Saginaw and for our region.

D. Middleton said that she believes the site that has been selected for the Saginaw Center is the best possible choice. It is an exciting and perfect time to be adding to the downtown Saginaw footprint. On a personal note, Trustee Middleton stated that her daughter received her certificate of acceptance to Delta College and is very excited to begin her education at Delta.

CHAIR COMMENTS

M. Rowley thanked the committee who worked on the recommendation for the Saginaw Center site. He reminded the Nominating Committee to meet prior to the December Board Meeting. At the December Board Meeting, the committee will give a report. In January, the Board of Trustees will act upon the recommendation of the Nominating Committee.

M. Rowley noted that he is just one member of the Board, but that he has heard no objection from other members and stated that "the Trustees are aware of the reorganization of divisions that is underway in the academic area. We are supportive of the changes that are taking place and appreciate the timeline that Dr. Curry has provided for implementation.

We appreciate the work of the faculty and Division Chairs in creating the model for the reorganization. We also appreciate the amount of collaboration that will go into creating the new structure. Thank you to all involved."

ADJOURNMENT There being no further business, Board Chair Rowley adjourned the meeting at 8:19 p.m.

Andrea Ursuy, Board Secretary