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**Delta College  
Board of Trustees  
Dinner Meeting  
September 10, 2019  
Delta College Downtown Saginaw Center**

**Board Present:** M. Benecke, A. Buckley, R. Emrich, S. Gannon, K. Lawrence-Webster, D. Middleton, M. Nash, M. Rowley, M. Thomas

**Board Absent:** None

**Others Present:** D. Allen, R. Battinkoff, N. Bovid, T. Brown, J. Carroll, P. Clark, E. Clement, M. Crawmer, R. Curley, R. Curry, A. Dickinson, S. DuFresne, D. Fairchild, M. Finelli, J. Foco, P. Fox, M. Garabelli, J. Garn, J. Goodnow, L. Govitz, J. Hoerauf, L. Krukowski, S. Lewless, C. McMath, D. McQuiston, J. Miller, K. Nelson, G. Przygocki, S. Raube, S. Roche, E. Roth, D. Sabourin, K. Schuler, K. Syring, C. Thomas, A. Ursuy, B. Wesolek

**Press Present:** B. Hewitt, WSGW; M. Piwowarski, Delta Collegiate

Board Chair, D. Middleton called the meeting to order at 6:00 pm. She then turned the meeting over to Robert Battinkoff, Director of Public Safety who presented on the new door access controls and the video security system.

R. Battinkoff noted that on Main Campus there are 31 exterior doors that have electronic access control. These are the only entry doors as all remaining doors will be exit only. All doors are prominently marked as "entry" or "exit only." All non-electronic exterior doors will be rekeyed to allow for adequate physical key control.

In regards to the Downtown Saginaw Center, there are two exterior doors that have electronic access control. One door is used for student/public entry and one door is used for staff/faculty entry. The access control system will also control the gated parking lot. Currently only one door has electronic access control at the Downtown Bay City Center and Planetarium. This door will be used for all student/public/staff/faculty entry. All other doors will be exit only. There are future plans to add additional access control doors to the system in Bay City. Door access control, consistent with the other centers will be incorporated into the new Downtown Midland Center.

The locking and unlocking of all entry doors will be automated through scheduling software. The normal schedule will have all doors unlock at 6:50 am and lock at 10:30 pm. The Downtown Centers will have their own normal schedule hours established by Public Safety in consultation with the building coordinator. There are specific doors that will be scheduled outside of the normal schedule such as the fitness center/pool, admissions, registrar and the B-wing.

Schedules for holidays can be preloaded and planned within the software. There is also the ability for alternative schedules such as snow days that can be preloaded and activated as needed.

Public Safety will be responsible for issuing and programming all swipe cards. All full-time faculty and staff will be issued a swipe card that will also function as a picture identification card. Part-time staff

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and adjunct faculty may be issued swipe cards based on need and authorization. Access to the College outside of normal operating hours may be programmed onto the swipe card with authorization.

Keyed access will be limited to Public Safety, Facilities Management and OIT personnel who may reasonably need to access the College or Centers in the event of a system failure. Keyed access to interior doors will continue. Facilities Management will be responsible for all physical keys. Human Resources will be responsible for notifying Public Safety of all new hires and separations of employment for staff and faculty so that access control can be established or removed.

Public Safety will conduct an all door lockdown drill on at least a bi-annual basis for the Main Campus and all Centers. They will also conduct quarterly inspections of all doors to ensure that door contact, hardware and swipe readers are functioning properly.

R. Battinkoff then spoke about the video safety system. On Main Campus, there are 60 interior cameras providing 89 views. This includes all entrance points, long halls/corridors and commons areas. There are 33 exterior cameras covering all paved parking surfaces, entrance/exit points and storage lots. At the Downtown Saginaw Center, there are eight interior cameras with ten views. There are two exterior cameras with two additional cameras planned to cover the student parking lot. The Downtown Bay City Center and Planetarium has three interior cameras and two exterior cameras.

R. Battinkoff noted license plate recognition as a feature with the new security system. The College has the ability to get an alert when a specified plate enters our geography and also the ability to identify involved subjects after an incident. Finally, R. Battinkoff showed the Board a real time demonstration of the camera system.

The Board then moved to the second floor to see a demonstration of the active learning classroom. Adam Dickinson, Chief Information Officer; Bill Wesolek, Director of Information Technology; Karol Syring, Associate Professor of Office Administration and Technology; and Jonathan Hoerauf, Instructional Design Specialist provided the demonstration. The team had Board members participate in an activity that presented the capabilities of the classroom which included screen sharing and engaged learning opportunities for the students.

There being no further business, the dinner meeting was adjourned at 6:59 pm.

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Talisa Brown, Assistant Board Secretary

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Andrea Ursuy, Board Secretary