

D R A F T
DELTA COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Delta College Main Campus
Tuesday, November 12, 2019
7:00 p.m.

BOARD PRESENT	A. Buckley, R. Emrich, S. Gannon, K. Lawrence-Webster, D. Middleton, M. Nash, M. Rowley, M. Thomas
BOARD ABSENT	M. Benecke
OTHERS PRESENT	J. Alexander, D. Allen, R. Battinkoff, K. Beckwith, N. Bovid, L. Brown, T. Brown, F. Buchholz, P. Buchholz, J. Carroll, W. Childs, P. Clark, E. Clement, K. Coffey, A. Cramer, M. Crawmer, R. Curley, R. Curry, C. Curtis, R. Davis, S. DuFresne, B. Eicher, T. Finerty, J. Foco, P. Fox, M. Fulmer, J. Garn, J. Goodnow, L. Govitz, M. Groulx, L. Hoerauf, L. Krukowski, S. Lewless, V. Locke, J. Louks, C. McMorris, D. McQuiston, M. Mosqueda, J. Mulders, G. Przygocki, S. Raube, D. Sabourin, K. Schuler, S. Schulz, A. Sovis, S. Strobel, C. Szilagyi, J. Szilagyi, C. Thomas, A. Ursuy, B. Wesolek, L. Woodard, B. Zaske
PRESS PRESENT	J. Hall (WSGW), M. Piwowarski (Delta Collegiate)
CALL TO ORDER	Board Chair, D. Middleton, called the meeting to order at 7:00 p.m.
APPROVAL OF AGENDA	<p>Board Chair, D. Middleton, called for approval of the agenda.</p> <p>R. Emrich made a motion to approve the agenda. M. Nash seconded the motion.</p> <p>The Board voted unanimously to approve the agenda.</p>
PUBLIC COMMENTS	<p>Board Chair, D. Middleton, called for public comment.</p> <p>Bethany Eicher, Delta College Adjunct Faculty Member in English, introduced herself.</p> <p>B. Eicher thanked the Board for listening to recent concerns brought forward by her adjunct colleagues. She also thanked the Board for getting the conversation on adjunct satisfaction started.</p>
TREASURER’S REPORT	S. DuFresne said the Board has received the financials for the month ended October 31, 2019. At this time the College is operating in accordance with budget. She said she has no new variances to report.
CONSENT AGENDA	<p>D. Middleton called for approval of the consent agenda. R. Emrich made a motion to approve the consent agenda with support from M. Rowley. The motion passed unanimously resulting in:</p> <p>A. Acceptance of Minutes:</p> <ol style="list-style-type: none">1. Board Dinner Meeting, October 8, 20192. Board Regular Meeting, October 8, 2019

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BOARD ACTION

Acceptance of the Annual Financial Statements and Audit for FY 2018-2019
(BA5302)

R. Emrich recommended that the Board accept the annual financial statements and audit for FY 2018-2019 as presented by Andrews Hooper & Pavlik P.L.C. M. Rowley seconded the motion.

The motion passed unanimously.

BOARD ACTION

Approval of Learning Management System
(BA5303)

It is the recommendation of the administration that the Board of Trustees approve up to a three (3) year agreement to D2L, Kitchener, Ontario Canada, for the college's learning management system, at a cost of Yr1 \$124,924.15, Yr2 \$123,521.88 & Yr3 \$127,227.53.

R. Emrich made a motion to approve the recommendation. M. Thomas seconded the motion. Motion passed unanimously.

BOARD ACTION

Approval of Electronic Media Broadcasting - A Wing Renovations
(BA5304)

It is the recommendation of the administration that the Board of Trustees approve and award a contract to TowerPinkster to provide architectural and engineering services for the Electronic Media Broadcasting – A Wing Renovations project, and approve the attached project budget of \$5,990,850 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. M. Nash seconded the motion. Motion passed unanimously.

BOARD ACTION

Approval of Senate Policy 2.006 Diversity and Inclusion Policy
(BA5305)

It is the recommendation of the administration that the Board of Trustees approve Senate Policy 2.006 Diversity and Inclusion Policy.

M. Nash made a motion to approve the recommendation. R. Emrich seconded the motion.

R. Emrich said that this policy should apply to all employees, not just the Senate Assembly.

R. Emrich made a motion to amend the recommendation to make this policy a "Board Approved College Policy," instead of a Senate Policy. M. Thomas seconded the motion to amend the recommendation.

The motion to amend the recommendation passed unanimously.

M. Rowley said that he has concerns about changing the policy given that we are working to negotiate a collective bargaining agreement. He said he suggests tabling this action. He also said that this policy looks like a job description for the director.

The Board consulted R. Davis, legal counsel, who said that he had not reviewed this particular policy. He said that in general the Board should not approve anything that would change the current working conditions for the faculty without working with the Delta College Faculty Association. He said that the Senate does not have authority to change working conditions for the faculty without approval of the Union.

M. Rowley made a motion to postpone action on this policy indefinitely. R. Emrich seconded the motion.

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K. Lawrence-Webster said that she would like a better explanation of what “inclusion” means in this policy and how the College will measure inclusion.

J. Goodnow provided history of how this policy was developed, beginning with a Diversity Task Force that was co-chaired by two faculty members, and ending with this policy moving through the Senate process. She said that diversity and inclusion has always been (and will continue to be) an important value of Delta College.

M. Thomas said that this policy helps to reinforce the College’s value in diversity. It is important to understand how we measure the actions. She said she would be willing to work on the policy in the future.

The Board voted (7-1) to postpone action on the Diversity and Inclusion Policy indefinitely. M. Thomas voted in opposition to the motion.

ADMINISTRATIVE REPORT ON ADJUNCT FACULTY

Andrea Ursuy, Executive Director of Administrative Services; Scott Lewless, Director of Human Resources; Janet Alexander, Co-coordinator of the FCTE and Professor of English; and Wendy Childs, Assistant Director of Human Resources gave a presentation on adjunct faculty at Delta College.

A. Ursuy introduced the presentation sharing some general facts about our adjuncts. For the Fall Semester, adjuncts are teaching 39% of our contact hours. In the last ten years, the College has hired 100 full-time faculty (in either tenure track or one-year renewable roles) at Delta College. Of those 100, 55 have been adjuncts at the College.

The presentation was organized in three sections:

- **Adjunct Faculty Satisfaction** (Scott Lewless, Director of Human Resources)
- **Professional Development and Resources offered to Adjuncts** (Janet Alexander, Co-Coordinator of the Faculty Center for Teaching Excellence and Professor of English)
- **Adjunct Compensation** (Wendy Childs, Assistant Director of Human Resources)

S. Lewless gave an overview of the adjunct faculty satisfaction survey that was administered to the 318 adjuncts who are teaching for the Fall 2019 Semester. The survey was open from October 25 – November 5 and had a response rate of 50.9%.

J. Alexander presented the resources that are offered to adjuncts including:

- Instructional Support Services (providing workspace and support)
- Adjunct Academy for new adjuncts
- Faculty Learning Day for all adjuncts
- Lynn Heatley Award
- Endowed Teaching Chair Opportunities
- Two EDU courses per year
- \$300 Professional Development Allowance
- \$50 for each three hours of professional development

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W. Childs presented the compensation research that was conducted by the Human Resources Office.

W. Childs said that the Human Resources Office regularly reviews the adjunct salaries of other Michigan Community Colleges and local colleges and universities. The HR Office solicits the schools that are part of the Michigan Community College Human Resources Association as well as other area colleges and universities. This information is compiled and compared to Delta's adjunct pay rate. The results consistently demonstrate that we are not the highest, and we are certainly not the lowest adjunct paying organization in the State of Michigan.

During this most recent review of adjunct rates, the College took an even more in-depth look at the data that was gathered. The majority of other schools have multiple pay rates and use a tiered pay rate system for compensating their adjuncts. For comparative purposes, because Delta has one pay rate, the College used the entry level master degree rate of the other schools as a benchmark.

She said that when reviewing the 2019-2020 adjunct pay rates of all 28 Michigan Community Colleges, the overall average is \$684 per hour. Delta's rate is \$667 which is below this average; however, our rate is higher than the master's degree entry level rate of 19 of the 28 schools.

W. Childs shared information on the compensation rates at colleges and universities within a 75 mile radius as these schools represent locations that are commutable for our adjuncts and with whom Delta is likely competing for talent.

She said that the research resulted in a recommendation for a compensation increase and implementation of a tiered system which is being presented to the Board this evening.

BOARD ACTION

Approval of Adjunct Faculty
Compensation
(BA5306)

It is the recommendation of the Administration that the Board of Trustees approve an increase of 2.2% for adjunct faculty beginning with the Winter 2020 semester. This increase mirrors the 2019-2020 increase for support staff and administrative/professional staff, which the Board approved in June 2019. This would increase the rate adjunct faculty are paid per contact hour by \$15.00, resulting in a new rate of \$682. In addition, it is the recommendation of the Administration that the Board of Trustees approve the move to a three tier system of pay for our adjuncts beginning in Fall 2020. The tiers would be set as follows: 0-59 contact hours taught – Tier 1 (\$682); 60-119 contact hours taught – Tier 2 (\$700); and 120+ contact hours taught – Tier 3 (\$725).

R. Emrich voted to approve the recommendation. M. Rowley seconded the motion.

R. Emrich said he appreciated the response time and the information presented on this matter.

M. Thomas and S. Gannon agreed. S. Gannon said she appreciates all who came forward to express opinions on this matter as well.

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M. Nash asked what the new rate will do to the benchmark against other community colleges in Michigan. W. Childs said it will not move us up but will allow us to implement the tiered system to honor the commitment of the adjuncts to the College.

Motion passed unanimously.

STUDENT SUCCESS REPORT

Possible Dream Program

Possible Dream Coordinator, Lynn Hoerauf, gave an overview of the Possible Dream Program.

The mission of the Possible Dream Program is to encourage students to reach their highest potential and to equip and empower students to make their dream of a college degree come true. The program provides academic, cultural, educational, and scholarship opportunities.

There are 427 students in the program. Of the 427, 19.4% are from Bay County, 19.2% are from Midland County, and 61.4% are from Saginaw County.

Of those participating, 149 are in grades 6 through 8 and 220 are in grades 9 – 12. Thirty four students can be categorized as grade 13.

Some of the activities include:

- SAT Prep & College Readiness
- Collegiate Reality
- Middle School Master Student
- High School Master Student
- Doorways to Discovery – Creative 360, Creating 3 Dimensional Art
- SWAAG – Scientific Wonders & Artful Genius
- Science Works! – American Chemical Society
- Food Science
- Reach for the Stars – Planetarium and Create a vision board
- Ropes courses, Canopy walk, Dow Gardens, Appledore
- Plays, symphonies, Fitness Camp, Health & Wellness camp

L. Hoerauf closed her presentation by highlighting some student success stories.

PRESIDENT'S REPORT

Enrollment Report

The College projected 79,368 contact hours for the fall semester and is currently at 103.84% (82,416 contact hours) of projection. 7,817 students are enrolled for Fall (5,074 part-time, 2,743 full-time).

Winter 2020 registration is underway. As of today, 6,320 students are registered (2,053 full-time, 4,267 part-time).

The College projected 72,625 contact hours for the winter semester and is currently at 91.44% (66,407 credits hours) of projection. Winter semester begins on January 8, 2020.

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Personnel Report

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 shared a copy of her draft goals for the 2019-2020 year and asked the Board to provide her with feedback so the goals can be finalized in December.
- Last Thursday evening, the Delta College Foundation hosted A Chocolate Affair at the Great Hall in Midland. An initial count showed that attendance that evening was 637, which is 21 more than last year. The staff is still working to get a full count of the total number of tickets sold, which will certainly exceed that number. Dr. Goodnow thanked the Trustees who attended the event: Mary Lou Benecke, Stacey Gannon, Diane Middleton, Mike Nash, and Marcia Thomas.
- Congratulations to the Lady Pioneers Soccer Team who have advanced to the National Championship Tournament. They are traveling to Tompkins Cortland Community College in Dryden, New York, to participate in the tournament scheduled for November 14-17.
- Wednesday, November 13, Delta College will be hosting the Bay Area Chamber of Commerce “Fall Forum” in collaboration with the Business & Education Partnership. Members of the chamber will be provided with a “Skilled Trades Showcase.” The showcase is an opportunity for Delta to spotlight the offerings in our skilled trades area.
- The Bay City Chapter of the NAACP is holding their annual Freedom Fund Banquet on Sunday, November 17. The theme for the event is, “Embrace the Moment.” The keynote speaker is Dr. Dawn Hinton, Professor of Sociology at Saginaw Valley State University. If Trustees would like to attend this event and have a place at Delta’s table, please contact Kay.
- The following information was distributed to the Board:
 - A press release stating that Delta College has earned a Gold Seal from the ALL IN Campus Democracy Challenge for having a 2018 campus voting rate between 40-49% in the 2018 midterm election!
 - A flyer with information about the Michigan Transfer Network.
 - An invitation to attend the 105th Delta College Basic Police Training Academy graduation ceremony on Friday, December 13, at 2:00 pm in the Lecture Theater. Please note the change of date.
 - The Board Planning Calendar.
 - The latest editions of the Delta Collegiate.
- Dr. Goodnow wished Trustee Mike Rowley a Happy Birthday (Friday).

TRUSTEE COMMENTS

M. Rowley asked how the OER conference went. M. Crawmer responded that there were more than 200 faculty from across the State. The keynote was excellent and Delta College faculty were involved in presenting several sessions.

M. Rowley said that the new Michigan Transfer Agreement is being circulated. He also shared a story about a student who was extremely pleased with his experience with the admissions process.

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K. Lawrence-Webster said she attended an excellent presentation that sociology instructor, Angela Guy-Lee gave on October 30. She suggested the presentation for a future dinner meeting topic.

A. Buckley congratulated S. DuFresne and her staff on the audit results. He echoed the sentiments of the other Board members regarding the timely response to the Board's request for information on adjuncts.

He congratulated Dr. Goodnow on receiving a Heart of the City Award and for delivering an excellent address at the event.

A. Buckley said, regarding the diversity and inclusion policy, that we have to look at the innovation that we get from hearing others who think differently. That is part of diversity and inclusion.

A. Gannon said that she attended the ACCT Annual Meeting with Dr. Goodnow and Trustee Benecke. She also encouraged all to enjoy a treat from the Hispanic Leaders bake sale. She complimented the students and faculty involved in putting together "Change the World Week." Finally, S. Gannon wished M. Rowley and Dr. Goodnow happy birthday.

M. Thomas said that she attended the MCCA Trustee Institute on Friday, November 8. She said it was a great experience and focused on parliamentary procedure and best practices from LCC.

She complimented the staff on the audit and said she was pleased with the adjunct compensation increase.

M. Thomas said she would love to work with a group on the diversity policy.

M. Nash said he enjoyed the Chocolate Affair and was pleased with the level of student engagement at the event.

CHAIRS COMMENTS

D. Middleton talked about the Mid Michigan Career Quest event that took place at SVSU. She noted that Delta College had a huge presence at the event with over 80 faculty and staff on hand to showcase our career programs.

D. Middleton congratulated Dr. Goodnow on the Heart of the City Award.

She asked Trustees to review the confidential legal information and return it to the Board Secretary.

VOTE TO GO INTO CLOSED SESSION

R. Emrich made a motion that the Board go into closed session pursuant to section 8(c) of the Open Meetings Act for strategy connected with the negotiation of the faculty collective bargaining agreement. M. Nash seconded the motion.

The results of the roll call vote to go into closed session are as follows:

- Andre Buckley - Yes
- Robert Emrich – Yes

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- Stacey Gannon – Yes
- Karen Lawrence-Webster - Yes
- Diane Middleton - Yes
- Michael Nash - Yes
- Michael Rowley - Yes
- Marcia Thomas - Yes

The Board voted unanimously to go into closed session. Closed session began at 8:59 p.m.

The closed session ended at 9:37 p.m.

The Board went back into open session at that time.

ADJOURNMENT

There being no further business, Board Chair Middleton adjourned the meeting at 9:38 p.m.

Andrea Ursuy, Board Secretary