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DELTA COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Delta College Main Campus
Tuesday, March 10, 2020
7:00 p.m.

- BOARD PRESENT** M. Benecke, R. Emrich, K. Lawrence-Webster, D. Middleton, M. Nash, M. Thomas
- BOARD ABSENT** A. Buckley, S. Gannon, M. Rowley
- OTHERS PRESENT** R. Battinkoff, N. Bovid, L. Brown, J. Carroll, P. Clark, E. Clement, A. Cramer, M. Crawmer, R. Curley, R. Curry, S. DuFresne, L. Dull, D. Fairchild, J. Foco, P. Fox, J. Garn, J. Goodnow, L. Govitz, M. Groulx, B. Handley-Miller, L. Krukowski, E. Lazzari, S. Lewless, D. McQuiston, J. Miller, M. Mosqueda, M. Moss, M. Pratt, S. Raube, S. Roche, P. Rogers, K. Schuler, C. Thomas, A. Ursuy, B. Wesolek
- PRESS PRESENT** M. Piwowarski (Delta Collegiate)
- CALL TO ORDER** Board Chair, D. Middleton, called the meeting to order at 7:00 p.m.
- APPROVAL OF THE AGENDA** Board Chair, D. Middleton, called for approval of the agenda. R. Emrich made a motion to approve the agenda. M. Thomas seconded the motion.
- Motion passed unanimously.
- PUBLIC COMMENTS** Board Chair, D. Middleton, called for public comment.
- TREASURER’S REPORT** S. DuFresne said the Board has received the financials for the month ended February 29, 2020. The College is in a strong cash position and is operating in accordance with budget. She said she has no new variances to report. She added that budget development for the 2020-2021 fiscal year is underway.
- CONSENT AGENDA** D. Middleton called for approval of the consent agenda. R. Emrich made a motion to approve the consent agenda with support from M. Benecke. The motion passed unanimously resulting in:
- A. Acceptance of Minutes:
1. Board Special Meeting, Bylaws Committee, January 27, 2020
 2. Board Special Meeting, Bylaws Committee, February 4, 2020
 3. Board Regular Meeting, February 4, 2020
 4. Board Dinner Meeting, February 4, 2020
- BOARD ACTION**
Tuition and Fees Recommendation
(BA5317) It is the recommendation of the administration that the Board of Trustees approve the FY 2020-2021 Tuition & Fee Schedule as presented.
- M. Benecke made a motion to approve the recommendation. M. Nash seconded the motion. Motion passed unanimously.
- BOARD ACTION** It is the recommendation of the Administration that the Board of Trustees approve the restatement of the Delta College 403(b) Retirement Plan Document effective back to

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403B Plan Restatement and
Future Plan Statements
(BA5318)

January 1, 2010 using the pre-approved 403(b) Volume Submitter Plan Document approved by the Internal Revenue Service, and authorize the V.P. of Business and Finance and/or her designee to review and finalize the 403(b) Plan Documents to be in place no later than the required deadline of March 31, 2020. And it should be noted in the future, any updates required to College Plan Documents such as the 403(b), 457 and the Optional Retirement Plan (ORP) to maintain compliance with the law, (such as the Internal Revenue Service regulations), will be presented to the Board as an informational item which aligns with the Board's Bylaws.

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

R. Emrich asked if the reference to the Bylaws was the statement which reflects the Board will follow all laws which appears at the beginning of the bylaws document.

S. DuFresne said yes, that is the reference. She noted that any changes to the plan design would continue to be brought forward to the Board for approval.

Motion passed unanimously.

BOARD ACTION
Computer Purchase from
the Dell Corporation
(BA5319)

It is the recommendation of the Administration that the Board of Trustees approve the purchase of 282 computers for academic classrooms, computer labs and faculty and staff as part of the college's lifecycle replacement at a cost of \$378,648 from Dell Corporation.

M. Benecke made a motion to approve the recommendation. M. Thomas seconded the motion.

Motion passed unanimously.

BOARD ACTION
Bylaws Revisions, Second
Reading
(BA5320)

R. Emrich made a motion that the Board of Trustees approve proposed revisions to the Bylaws. M. Benecke seconded the motion.

R. Emrich said that he would like the Bylaws Committee to revisit Section 6 in the future.

Motion passed unanimously.

**BOARD OF TRUSTEES
COMMITTEE
APPOINTMENTS REPORT**

Diane Middleton said that she has reviewed the committees that she appointed last year and that all committee assignments will remain the same for the 2020 year. The only exception is the Nominating Committee. As reflected in the Bylaws, the Board Chair appoints the Nominating Committee in November so they can meet in December and make a recommendation at the January 2021 Organizational Meeting of the Board.

STUDENT SUCCESS
Open Educational
Resources (OER)

Dr. Reva Curry introduced Dr. Laura Dull, Professor of History, and Michele Pratt, Manager of Library Services and Programs. L. Dull and M. Pratt have been leading our Open Educational Resources (OER) efforts at the College.

M. Pratt said that the OER movement started with community colleges. With OER, students save money. All students have access to the textbook from day one. Faculty

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can customize textbooks to only the content which focuses on the course outcomes and objectives.

M. Pratt said that OER continues to grow at Delta College and across the country. She noted that Lumen Learning has a \$5 million grant to pursue OER development.

M. Pratt reviewed the activities that Delta College has hosted or participated in to encourage development of OER at the College. She said that Dr. Goodnow and Dr. Curry have been very supportive. Dr. Goodnow offered grants to faculty to encourage use of OER in their classrooms through the President's Innovation Incubator program.

L. Dull said that this Friday there will be OER workshops for faculty. Delta's librarians have curated resources for faculty.

With the availability of OER, to-date, Delta students have saved \$441,500 (since 2016).

M. Benecke asked about required technology. The only technology required is an internet connection. Those students who wanted a printed copy can access the print on demand program at a low cost.

D. Middleton expressed gratitude to the presenters and to the faculty who are embracing OER in their classrooms.

D. Middleton also thanked Dr. Curry and Dr. Goodnow for their supportive leadership.

PRESIDENT'S REPORT

Regarding the Coronavirus, Dr. Goodnow said the College has been in discussions with the Bay County Health Department and are following all updates from the Center for Disease Control and Prevention (CDC).

Discussions are continuing as we apply our Crisis Management Plan to this situation. In addition to working with the Bay County Health Department, we are closely monitoring the response of other community colleges and universities.

Yesterday, a team including the Academic Associate Deans and senior leadership met and she said there will be further discussions with faculty members during tomorrow's division meetings. The goal is to continue to serve our students without interruption.

She said she will continue to keep the Board and community updated as further information is made available. The College has created a web page (www.delta.edu/coronavirus) and will be sharing information there as well.

Enrollment Report

The Winter Semester began on January 8. As of today, 7,328 students are enrolled (2382FT, 4946PT).

Registration for spring semester is underway. To-date, 2,460 students are registered (2272PT, 188FT). We projected 17,141 contact hours for the spring semester and as of today, we are at 99.61% (17,074.1 contact hours) of projection.

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Personnel Report

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

Information Sharing

- On February 26, the Bay Arenac Intermediate School District's Early Middle College application was approved by the Michigan Department of Education. This Early College Program will allow Delta the opportunity to serve students in Bay and Arenac counties, previously without an Early College option. This partnership will have the potential for growth over the next several years.
- The 23rd Annual Delta College Middle School Mathematics Competition is scheduled for Saturday, March 14, which is also National Pi Day, beginning at 9:15 AM with approximately 300 middle school students registered to attend representing 16 area schools. Thank you to all the departments and volunteers for their assistance and to the Science and Math Division for hosting what will most certainly be a successful event!
- As part of the Wellness Program, Delta College has a team participating in the Annual St. Patrick's Day Races taking place in Bay City on Sunday morning. Trustee Gannon and Dr. Goodnow will be among the 21 participants of the Delta team. Don Carlyon will be the Grand Marshal of the St. Patrick's Day Parade which begins at 2:00 p.m. The theme for this year's parade is, "Bay City United in Green."
- In folders this evening:
 - A Strategic Plan brochure that will be distributed to all faculty and staff in preparation for the Higher Learning Commission Site Visit. The HLC Team will be having breakfast with the Trustees on Tuesday, March 24, from 7:30-9:00 a.m. in the Board Room.
 - A copy of a letter from the National Association for the Education of Young Children commending Jill Harrison, Professor in Child Development, for her outstanding service, work, and leadership this past year while serving as a peer reviewer on their accreditation team.
 - An invitation to attend the Annual Pioneers Athletic Banquet on Monday, May 18, beginning at 5:00 PM in the Pioneer Gym.
 - An invitation to attend the Great Lakes Bay Job Fair hosted by Delta College Career Services which includes lunch with employers at the Red Brix Café from 11:00 AM – 12:00 PM and the job fair taking place in the Pioneer Gym from 12:00-3:00 PM on Thursday, March 26.
 - Board of Trustees Planning Calendar – Please note that the:
 - President's Champions for Equity, Diversity & Inclusion Awards Luncheon takes place on Friday, April 3, beginning at 11:00 AM in N007.
 - Employee Awards Banquet takes place on Friday, April 24, beginning at 5:00pm at the Great Hall Banquet and Convention Center in Midland.

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- Student Graduate Awards Ceremony takes place on Tuesday, April 28, beginning at 4:00pm in the Lecture Theater.
- Commencement Ceremony takes place on Friday, May 1, in the Pioneer Gymnasium.
- The latest issues of the Delta Collegiate.

Marcia Thomas' birthday is tomorrow. Happy Birthday.

TRUSTEE COMMENTS

M. Benecke thanked S. DuFresne and A. Cramer (as well as the Budget Cabinet) for their work on the budget.

M. Thomas thanked S. DuFresne for her presentation. She said she was impressed by the OER presentation and that the availability of OER would be a great way to attract students to Delta College.

M. Nash said the student success presentation on OER was wonderful and thanked the presenters.

R. Emrich said that our congressmen and senators need to hear from us. He encouraged all to be in contact with our elected officials.

CHAIR COMMENTS

D. Middleton gave a summary of the ACCT Legislative Summit. The Summit was attended by her, Dr. Goodnow, and Dr. Emrich in February.

Priority focus areas of discussion were:

1. Pell grants and the Second Chance Pell Program
2. National database for tracking students
3. Funding such as Perkins

D. Middleton extended her gratitude for all of the effort put forward for the development of tonight's tuition and fees recommendation as well as the College's plan for addressing the coronavirus.

She said that Dr. Goodnow was well ahead of many others in getting communication out when she sent the message on February 27.

D. Middleton encouraged the Board to attend the Employee Awards banquet on April 24 and the Student Awards celebration on April 28.

ADJOURNMENT

There being no further business, Board Chair Middleton adjourned the meeting at 8:26 p.m.

Andrea Ursuy, Board Secretary