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Delta College
Board of Trustees Regular Meeting
Virtually via Zoom (1-929-205-6099 Webinar ID 837 6970 1822)
Held virtually per Governor Whitmer's Executive Order 2020-154 (COVID-19)
Tuesday, August 11, 2020
7:00 p.m.

BOARD PRESENT	R. Emrich, S. Gannon, D. Middleton, M. Nash, M. Rowley, M. Thomas
BOARD ABSENT	M. Benecke, A. Buckley, K. Lawrence-Webster
OTHERS PRESENT	D. Allen, N. Bovid, L. Brown, T. Brown, J. Carroll, P. Clark, E. Clement, M. Crawmer, C. Curtis, J. Dorcey, S. DuFresne, D. Fairchild, J. Foco, P. Fox, J. Garn, J. Goodnow, S. Harrison, J. Leadford, S. Lewless, C. Miller-Bellor, M. Mosqueda, G. Przygocki, S. Raube, K. Rishe, S. Roche, E. Roth, K. Schuler, G. Teter, C. Thomas, L. Twilley, A. Ursuy, J. Young
PRESS PRESENT	None
CALL TO ORDER	Board Chair, D. Middleton, called the meeting to order at 7:06 p.m.

Board Chair Middleton provided the following guidance on how this Board Meeting would run.

“Good evening,

I would like to take a minute to explain how I will run today's meeting.

The Board is authorized to hold this virtual meeting with participation through the Zoom platform in compliance with the Michigan Open Meetings Act as modified by Governor Gretchen Whitmer's Executive Order 2020-154.

The Zoom platform allows participants to participate virtually via phone or computer and ensures that the public can participate in this meeting.

For those joining us today, we want to ensure everyone can hear the board meeting. To minimize audio feedback, we ask all virtual participants not to use any speakerphone options.

All participants are currently muted to prevent any background noise or feedback. Board members will be unmuted to allow full participation during the meeting when recognized by the Board Chair. For clarity, please state your name prior to speaking.

- If you are joining via phone and wish to be recognized, please press *9.

- If you are joining via the video option on your computer, please press the “raise hand” option.

I have asked our Assistant Board Secretary, Talisa Brown; and Kay Schuler, Administrative Assistant in the President's Office to service as moderators to

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assist me with today's meeting.

Our moderators will note those who wish to address the Board and unmute your lines one by one, announcing who is being unmuted.

Please note that all votes will be taken via roll call by our Board Secretary, Andrea Ursuy.

If members of the public wish to address the Board, you may do so during the public comment portion of the meeting, which is on our agenda and will be announced by the Board Chair. At that time, those wishing to address the Board should indicate their desire to speak by pressing *9 (star-9).

Notes on rules for public comment, please press *9 to be recognized by the Board Chair. When you are acknowledged by the Board Chair, we ask that you state your name and you may state your county of residence. As outlined in the Board of Trustees Bylaws, please limit your comments to five minutes.

Again, note that all lines have been muted, except for the Board Chair. I will recognize you and you will be unmuted."

APPROVAL OF THE AGENDA

Board Chair, D. Middleton, read the agenda so that those participating by phone would know what the Board was being asked to approve. Board Chair Middleton called for approval of the agenda. S. Gannon made a motion to approve the agenda. M. Thomas seconded the motion.

The results of the roll call vote to approve the agenda are as follows:

S. Gannon – Yes
D. Middleton – Yes
M. Nash – Yes
M. Rowley – Yes
M. Thomas – Yes

Motion passed unanimously.

PUBLIC COMMENTS

Board Chair, D. Middleton, called for public comment.

Trustee Emrich arrived at 7:12 p.m.

TREASURER'S REPORT

S. DuFresne said the Board has received the financials for the month ended July 31, 2020. S. DuFresne said that the Treasurer's Report for our August meeting is a snapshot of our June 30, 2020 year end. Normally we do not present our first treasurers report for the current year 2020-2021 until our September board meeting. The months of July and August are focused on year end closing entries, and our State aid payments received in July and August actually are recorded as prior year revenues.

June is not final as the College does have some additional entries to make. It is anticipated even with a funding reduction coming in August from the State, the College will finish the year in a positive position.

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S. DuFresne reported that Delta College received a reduction of approximately 11% or \$1.7 million dollars in its 2019-2020 State Aid funding for operations. This is for last year, not the current fiscal year. In return, the community colleges and universities will receive a new allocation called "Coronavirus Relief Fund – Operational Share" in an amount equal to 11% funding reduction. These funds are restricted federal funds, and the guidelines for use of these funds have not been fully shared yet but will most likely follow the Department of Treasury stipulations. Spending clarifications have indicated that expenses must have been incurred between March 1, 2020 through December 31, 2020. Further interpretation indicates that funds cannot be used to replace future lost revenues nor any salaries or wages, therefore the dollars do not offset the true losses through the \$1.7 million dollar reduction.

Additional work is continuing in Lansing to try to develop the state's 2020-2021 budget, which begins on October 1, 2020. The most recent state report indicates a funding gap, and the Governor has asked for additional federal stimulus money to help with the budget shortfall.

Board Chair Middleton asked S. DuFresne to prepare a written summary of her report to send to the Board.

PASSING OF DWIGHT CURRY

R. Emrich said that our hearts go out to Dr. Reva Curry, Vice President of Instruction and Learning Services after she lost the love of her life Dwight Curry, this weekend. He said that he appreciated the eloquent statement that Dr. Goodnow shared celebrating the life of Dwight. R. Emrich said, "Reva, our hearts go out to you. Dwight is in a good place."

R. Emrich ended his comments commending Reva for her strength and thanking the College community for the support they have given her during this time.

CONSENT AGENDA

D. Middleton called for approval of the consent agenda. M. Nash made a motion to approve the consent agenda with support from R. Emrich.

The results of the roll call vote to approve the consent agenda are as follows:

R. Emrich – Yes
S. Gannon – Yes
D. Middleton – Yes
M. Nash – Yes
M. Rowley – Yes
M. Thomas – Yes

The consent agenda passed unanimously resulting in:

Acceptance of Minutes:

1. Board Regular Meeting, July 14, 2020

BOARD ACTION

Approval of Board of
Trustees Statement on

Trustee Thomas read the proposed Board of Trustees Statement on Diversity, Equity, Inclusion, and Social Justice.

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Diversity, Equity, Inclusion,
and Social Justice **(BA5342)**

“Delta College Board of Trustees will remain uncompromising in its support for those of any race, faith, gender, sexual orientation, ethnicity, background or identity. We stand with all who constructively protest racism, social injustice and all forms of inequity. We will continue to promote and advocate for inclusion, creating an environment where all individuals are valued for who they are and what they offer. We respect and value differences in our students, faculty, staff, volunteers and community. We foster a welcoming environment of openness and appreciation for all.”

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

The results of the roll call vote to approve the statement are as follows:

R. Emrich – Yes
S. Gannon – Yes
D. Middleton – Yes
M. Nash – Yes
M. Rowley – Yes
M. Thomas – Yes

M. Rowley thanked M. Thomas for her work on this. S. Gannon also thanked M. Thomas for her work on this extremely important statement. D. Middleton said that Trustee Thomas’ skill set lent itself very well to this good work.

Motion passed unanimously.

BOARD ACTION

Approval of Reinstatement
of the Skilled Trades in
Machine Repair and
Mechanics – AAS Degree
(BA5343)

It is the recommendation of the administration that the Board of Trustees reinstate the Skilled Trades in Machine Repair and Mechanics Degree (Program Code: AAS.60904) which was unintentionally included in the list of programs for elimination during the Regular July Board Meeting.

The results of the roll call vote to approve the recommendation are as follows:

R. Emrich – Yes
S. Gannon – Yes
D. Middleton – Yes
M. Nash – Yes
M. Rowley – Yes
M. Thomas – Yes

Motion passed unanimously

PRESIDENT'S REPORT

Enrollment Report

The Spring/Summer 2020 semester began on May 11. As of today, 3,356 students are enrolled (3,067 part-time, 289 full-time).

Registration is underway for the Fall 2020 Semester. To-date, 6,148 students have registered (3,908 part-time, 2,240 full-time).

We projected 75,095 contact hours for the fall semester and are currently at 89.71% (67,370.6 contact hours) of projection.

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Fall classes begin on August 29.

Personnel Report

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

Information Sharing

- Delta College serves the community by providing a motorcycle safety program. Amidst COVID, many state training sites shut down. However, Delta innovated, and found a way to deliver the program with increased safety protocols to our region. The program is at full capacity with 156 people receiving training in a two-week period this summer. Delta's Motorcycle Safety Program is supported by a state grant administered by the Michigan Department of State and federal funds from the Michigan Office Highway Safety and Planning. Last weekend, the state performed an onsite visit to our campus to audit the program. Comments that were shared with Delta include: "You run a great program, probably the cleanest, nicest I have seen in the state. You are proud of your program and your team. Your site is very well run; you should be proud!" Additional comments from a rider who took the class include: "I would like to say thank you for the past motorcycle class I just attended. Excellent course and the rider coaches were very kind and professional." Many thanks to the certified instructors who deliver the class. It speaks well of the collaboration between Delta's Business and Finance Office and Corporate Services who runs this program.
- In response to employer demand, Delta College Corporate Services will be launching a new non-credit short-term job-training program. Manufacturing Warehouse and Logistics Fast Start is in development in collaboration with area employers, as well as Great Lakes Bay Michigan Works! This program will address skill-set gaps for the industry and will result in an OSHA 10 safety card, forklift certification, and a Delta College Fast Start certificate of completion. These job roles pay \$14-\$16 per hour.

August 24-26 are the dates of our Fall Learning Days to be held virtually. The President's State of the College Address will begin at 8:30 a.m. on Tuesday, August 25. More information including a schedule of events will be provided to you next week.

- The Higher Learning Commission Verification Visit will take place on September 10-11. Dr. Sheri Barrett will visit our campus to verify the findings of the team that conducted our Virtual Evaluation in May. Dr. Barrett is the team chair.
- The 2020 ACCT Leadership Congress will be held virtually October 5-8, 2020. This event includes 15 concurrent educational expert- and ACCT member-led sessions along with a general session keynote address. Registrants will also have access to the recordings of the general and concurrent sessions following the live event. The registration fee has been significantly reduced. I encourage you to participate. Please contact Kay who can assist you with registration.

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- As you may have noticed, this month's Board packet was emailed to you as two PDF files. BoardBook is transitioning to a new version called BoardBook Premier. Later this week, Talisa Brown will be contacting you to set up your new account and to provide you with resources on how to use the new system. All previous Board packets have been transferred to this system. Thank you in advance for your patience as we transition to this new software.

Our leadership team continues to meet on a regular basis to discuss protocols for our fall semester. The safety of our students, staff, and community remains at the forefront of every decision we make.

Dr. Goodnow asked Dr. Karl Rishe, Vice President of Student and Educational Service, to provide an update on student safety protocols for the Fall Semester.

Dr. Rishe said to formulate the best plan to keep our students, faculty, and staff safe, the College has coordinated its efforts with the Bay, Midland, and Saginaw Health departments. Leadership has been in communication with other institutions discussing best practices. The College has staffed a COVID team implementing a systems approach to safely bring back in person teaching for our students, faculty, and staff. We have a dedicated phone #, an email address, a case manager, and a systems coordinator in position to serve our students.

When designing our system, the College first looked at the available class seats in each time slot. The great work of our faculty to offer many courses virtually or in a hybrid form has allowed us to design a student experience with social distancing being practiced at all times while in a Delta building. These protocols are for all Delta locations, not just our main campus. The following protocol will help ensure a safe experience as coordinated with local health departments.

Masks

Masks are mandatory in all Delta buildings. Students that believe they cannot wear a mask must present appropriate medical documentation to the Office of Disability Resources.

If a student does not have a mask, we will provide one for them as they enter the building.

Staff members will check each student for a mask and ask them to put their mask on as they enter the building.

Screening

All those that enter the building will complete a screening. Their screening is specifically linked to their student account. They can access their screening through a daily email, a QR code, or a text message.

When completing a screening a student will receive a QR code to scan to enter the building. This will track every student that enters the building. This will also be linked to our CRM software.

Students that do not pass the screening will not be able to enter the building.

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Students impacted by COVID

A case manager will daily get information on confirmed cases from the local health departments and will share information on confirmed known cases.

Students that notify Delta College when they have been impacted by COVID 19 will have a case manager to help them communicate with faculty and seek local resources. The Office of Disability Resources will issue an acute medical student policy to the faculty of each student that have been impacted by COVID 19.

Faculty will help students in any way they can through the offering of incompletes in courses to individual virtual help.

The College's case managers and systems COVID coordinator will perform contact tracing with the local health departments. Human Resources will be used to contact faculty and staff when impacted by COVID 19.

Cleaning of the buildings will be coordinatized with the cycle of students that we have in the building at each time slot. We have designed our system to only have two entry doors and only 350 people to be on main campus at one time block of course.

This is a total campus plan and it has taken the work of many professionals to formulate a systems approach to care for our community. K. Rishe asked for patience and grace as the College moves back to facilitating in person classes.

M. Rowley asked if we would be able to track the screening with our CRM. K. Rishe said yes, the systems are interconnected.

M. Nash thanked the faculty for their flexibility in adapting their courses to benefit our students.

S. Gannon welcomed K. Rishe to Delta. She asked how quickly a case manager would be available for students who need a mask accommodation. K. Rishe responded that several individuals will be available to assist students as quickly as possible.

R. Emrich thanked the President, administration, faculty, and staff for excellent planning.

BOARD ACTION

Recognition of the efforts of College Personnel for COVID planning and response
(BA5344)

M. Nash made a motion that the Board formally recognize the excellent efforts of the College President, administration, faculty and staff for their work in response to the pandemic.

R. Emrich seconded the motion.

The results of the roll call vote to approve the motion are as follows:

R. Emrich – Yes

S. Gannon – Yes

D. Middleton – Yes

M. Nash – Yes

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M. Rowley – Yes

M. Thomas – Yes

Motion passed unanimously.

TRUSTEE COMMENTS

R. Emrich said he is proud to be a Trustee at one of America's Leading Community Colleges.

M. Thomas said it was an honor to work to develop the Board's Statement on Diversity, Equity, Inclusion, and Social Justice. She said she is proud to be part of Delta College and proud of the work that has been done during this pandemic.

M. Nash echoed M. Thomas' comments. He said he has pride in Delta's team and has been proud since this began back in March. He added that he couldn't ask for a more unified response.

S. Gannon said thank you. She thanked Dr. Emrich for his kind words in tribute to Dwight Curry and said R. Curry is in her prayers.

S. Gannon said she is proud of how well the College has handled the response to this pandemic. She said it starts with leadership. She thanked Dr. Goodnow for her leadership. She added that Delta College has tremendous faculty, staff, and students.

CHAIR COMMENTS

Chair Middleton underscored the gratitude to Dr. Goodnow and the entire leadership team, faculty, and staff.

She said that she appreciates the continued collaboration of the College with area health departments.

Chair Middleton said that she is excited about the progress being made on the Downtown Midland Center. The walls are enclosed and the building is already adding vibrancy to the area.

Trustee Emrich thanked Chair Middleton for being a great Board Chair in turbulent times.

J. Goodnow said that tonight's comments would be shared with Dr. Curry. She expressed appreciation to the Board for their commitment and service to Delta College. She said that she appreciates their guidance.

ADJOURNMENT

There being no further business, Board Chair Middleton adjourned the meeting at 8:00 p.m.

Andrea Ursuy, Board Secretary