

D R A F T
Delta College
Board of Trustees Regular Meeting
Virtually via Zoom (1-929-205-6099 Webinar ID 826 5529 3386)
Held virtually in accordance with Public Act 228 of 2020 due to the COVID-19 Pandemic
Tuesday, November 17, 2020
7:00 p.m.

BOARD PRESENT	M. Benecke, R. Emrich, K. Lawrence-Webster, D. Middleton, M. Nash, M. Rowley, M. Thomas
BOARD ABSENT	A. Buckley, S. Gannon
OTHERS PRESENT	D. Allen, N. Bovid, L. Brown, T. Brown, J. Carroll, P. Clark, E. Clement, A. Cramer, M. Crawmer, R. Curley, R. Curry, C. Curtis, S. DuFresne, D. Fairchild, J. Foco, P. Fox, J. Garn, J. Goodnow, L. Govitz, S. Harrison, L. Krukowski, S. Lewless, D. McQuiston, J. Mulders, F. Peters, S. Raube, K. Rishe, E. Roth, K. Schuler, S. Strobel, P. Sturdy, C. Thomas, A. Ursuy, B. Wesolek, J. Young
PRESS PRESENT	None
CALL TO ORDER	Board Chair Middleton read a meeting overview at 7:08 p.m.

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

As I stated earlier this evening, the Board is authorized to hold this virtual meeting with participation through the Zoom platform in compliance with the Michigan Open Meetings Act as amended (Public Act 228 of 2020).

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 to NOT 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 serve as moderators to assist me with today’s meeting.

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Our moderators will note those who wish to address the Board and will 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.

In addition, "the amendments (to the Open Meetings Act that went into effect on October 16, 2020) impose a new requirement for any member of the public body participating remotely to publicly announce, at the outset of the meeting, that he or she is participating remotely. If the announcing member's remote participation is for any reason other than military duty, the member must announce his or her physical location "by stating the county, city, township, or village and state from which he or she is attending the meeting remotely." The member's public announcement must be included in the meeting minutes."

Therefore, our Board Secretary, Andrea Ursuy, will take attendance immediately after I call the meeting to order. When she calls your name, please say "here" and announce the city, township, or village; county; and state from which you are attending the meeting remotely.

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) or the "raise hand" option.

Notes on rules for public comment, please press *9 or the "raise hand" option 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 all participants have been muted, except for the Board Chair. I will recognize you and you will be unmuted."

Board Chair Middleton called the meeting to order at 7:13 p.m.

BOARD MEMBER ATTENDANCE

Board Secretary A. Ursuy took attendance. Each Trustee indicated their presence, township or city, and county of residence in Michigan from which they were participating in this meeting.

A. Buckley – Absent
M. Benecke – Present, Frankenlust Township, Bay County
R. Emrich – Present, Saginaw Township, Saginaw County
S. Gannon – Absent
K. Lawrence-Webster – Present, City of Saginaw, Saginaw County
D. Middleton – Present, Williams Township, Bay County
M. Nash – Present, Larkin Township, Midland County
M. Rowley – Present, Hampton Township, Bay County
M. Thomas – Present, Saginaw Township, Saginaw County

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APPROVAL OF THE AGENDA

Board Chair Middleton called for approval of the agenda. R. Emrich 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:

M. Benecke – Yes
R. Emrich – Yes
K. Lawrence-Webster – 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.

TREASURER'S REPORT

S. DuFresne said the Board has received the financials for the month ended October 31, 2020. She said that she has no major variances to report at this time. S. DuFresne noted that the Administration is closely monitoring Winter 2021 enrollments.

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. Nash.

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

M. Benecke – Yes
R. Emrich – Yes
K. Lawrence-Webster – 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 Special Meeting, October 27, 2020
2. Closed Session, October 27, 2020

BOARD ACTION

Acceptance of the Annual Financial Statements and Audit for FY 2019-2020
(BA5349)

R. Emrich made a motion that the Board accept the annual financial statements and audit FY 2019-2020 as presented by Andrews Hooper & Pavlik P.L.C. M. Rowley seconded the motion.

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

M. Benecke – Yes
R. Emrich – Yes
K. Lawrence-Webster – Yes

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

Motion passed unanimously.

BOARD ACTION

Approval of Changes to
Senate Policy 9.005
Constitution of the Senate
of Delta College and the
Removal of Sections 5 and 6
of the Senate Handbook
(BA5350)

It is the recommendation of the administration that the Board of Trustees approve the changes to Senate Policy 9.005 Constitution of the Senate of Delta College and the removal of Sections 5 and 6 of the Senate Handbook.

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

D. Fairchild, Senate President, provided an overview regarding the recommendation.

K. Lawrence-Webster asked if the Support Staff and Administrative/Professional Groups were planning to unionize. D. Fairchild said no, they are working on an employee handbook with Human Resources.

J. Goodnow said that the leadership of the Support Staff and Administrative/Professional Groups has worked collaboratively with HR to draft a SS and AP Handbook. The Handbook is a combination of procedures as well as policies that were approved by this Board. Those policies had been part of the Senate Handbook until now.

The A/P and SS groups will continue with the structure of having a chair for each group (Executive Committee for AP – ECAPS Chair and Support Staff Executive Committee (SSEC) Chair).

K. Lawrence-Webster asked how this will impact the College on a day-to-day basis. D. Fairchild said going forward, the Senate will be a faculty senate.

J. Goodnow said that all employees will continue to have a voice. She said that shared governance is not just about the Senate but there are many other examples of shared governance at the College including strategic planning, budget, and benefits. She said she wants people to continue to have a voice.

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

M. Benecke – Yes
R. Emrich – Yes
K. Lawrence-Webster – Yes
D. Middleton – Yes
M. Nash – Yes
M. Rowley – Yes
M. Thomas – Yes

Motion passed unanimously.

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BOARD ACTION

Approval of President's Goals (BA5351)

D. Middleton asked for a motion to approve the President's Goals as presented. M. Nash made a motion to approve the goals with support from R. Emrich.

D. Middleton said that the document looks different this year and that she appreciates the streamlined format. She added that Dr. Goodnow did receive feedback from at least one trustee. D. Middleton said that it is easy to see the alignment with the strategic plan.

M. Nash said that some of the goals are very clear about defining measures of success. He said that others are open ended such as the goal on diversity, inclusion, equity, and social justice.

J. Goodnow said that she will be relying on the feedback from the DEI audit we are planning to conduct as well as guidance from the Board DEI Committee as she moves forward on the goal.

M. Benecke said that she appreciates the progress on many important things. Tactics are very valued. She added that she appreciates that the College will engage in a DEI audit. She reiterated that the strategic plan has metrics and we need to evaluate the progress.

J. Goodnow said that we regularly track progress on the strategic plan and adjust the plan as necessary. She said that A. Ursuy asks each project champion to report out in writing and as part of a meeting. From there, the plan is adjusted.

J. Goodnow thanked M. Benecke for her timely comments noting that COVID is changing the way we do business and the way we are looking at the future. J. Goodnow expressed appreciation to her team. She said that the goals could never be accomplished without them.

She also thanked Chair Middleton and the entire Board for their support.

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

M. Benecke – Yes
R. Emrich – Yes
K. Lawrence-Webster – Yes
D. Middleton – Yes
M. Nash – Yes
M. Rowley – Yes
M. Thomas – Yes

Motion passed unanimously.

PRESIDENT'S REPORT

Enrollment Report

Winter 2021 registration is underway. As of today, 4,647 students are registered (1,496 full-time, 3,151 part-time).

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We projected 69,078 contact hours for the winter semester and are currently at 70.78% (48,896 contact hours) of projection. Winter semester begins on January 9, 2021.

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

- Corporate Services and the College's Skilled Trades Division collaborated to host a virtual session on apprenticeships on Monday, November 9. During the session, business leaders heard about the benefits of apprenticeship programs at Delta and they enjoyed a virtual tour of our state-of-the-art labs. They also learned the process to apply for funding through the state of Michigan's Going Pro Talent Fund. These dollars can be used for employees to take technical classes and enroll in new Department of Labor apprenticeships designed to upskill their existing workforce.

Delta College provides unique help to regional businesses by providing contract training, as well as apprenticeships leading to degrees. In prior years, Delta College provided over \$300,000 in training through this opportunity. The deadline to apply for funding is November 30.

- Dr. Goodnow showed the history of Delta College millage elections for the past 20 years.
 - The final line of the chart shows what our vote figures were from the November 3rd election:
 - Overall, our millage request passed, 59% to 41%
 - The College was able to not only renew our millage, but also to restore a previous reduction due to the Headlee amendment.
 - The College will be able to levy the full 0.5 mills for the first time in 2024, after this current millage expires.
 - Remember that millage renewal votes have typically been held in conjunction with national Presidential elections.
 - The College's next renewal vote will be on the ballot in November 2028, in advance of the 2032 expiration.
 - Funds generated through the renewal vote are used to support general operations.
 - The College receives about \$5.7 million in annual funding from this millage.
 - There is also an operating millage in perpetuity that was established in the 1960s, which brings in another \$17.7 million in annual funding.
- On a zoom call yesterday, we learned that our region wrapped up its census survey work very strongly. In terms of self-response rates, the numbers show:
 - 67% response nationally
 - 71.3% response statewide
 - 74.2% response in Saginaw County

DRAFT

Door-to-door work brought up the numbers into the high 90 percent rate, but a number of Lansing officials tipped their hats to Saginaw County for their strong work on this initiative. Delta College's Public Broadcasting stations – TV and radio – were given kudos for helping to get the word out to the entire region about the importance of responding to the census.

- Dr. Goodnow shared a message that was sent to her this morning . . .

Dear Delta College Personnel:

Considering all the turmoil going on in our world today, I thought I would write a little note of encouragement to Delta College.

I am grateful for Delta College and what it meant for me in preparing me for a career in Engineering. I was in the "Pre-Engineering" curriculum at Delta after graduating from T.L. Handy HS in 1967 and after two years, I transferred to Michigan Technological University and graduated in March '72 with Honor with a BS degree in Mechanical Engineering. Delta professors and staff prepared me well in the fundamental courses in Engineering and gave me the opportunity to live at home while working part time to pay for tuition and books. Thanks to Delta's leadership!

Upon graduating from MTU, I received a job at The Goodyear Tire and Rubber Company where I was employed for 42 years. I began my career in Tire Design Research and ended my career as "Director of Global Operations for Research, Development, Engineering and Quality" responsible for three Technical Centers located in Akron, Luxembourg, and Hanau, Germany.

Many thanks to Delta College, the leadership, professors, staff and all the people who helped me in my engineering career, Terry Waibel.

PS: Most importantly, my training and career path brought me to Ohio where I met my wife and made my best decision and have been married now for 47 years!

- Dr. Goodnow said that Trustee Lawrence-Webster brought to her attention a resolution that Lula Woodard received from the State of Michigan. Lula is one of our adjunct faculty in the English Division. This is a special tribute acknowledging Lula for her many outstanding years of service to the people of Saginaw. As you may recall, Lula has attended some of our Board Meetings and has spoken during public comment as an advocate for our Adjunct Faculty. Congratulations to Lula.
- Happy Birthday to Mike Rowley who had a birthday this past Sunday.
- Dr. Goodnow wished all a safe and Happy Thanksgiving.

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BOARD ACTION

Recognition of Lula
Woodard
(BA5352)

R. Emrich made a motion that the Delta College Board of Trustees recognize Lula Woodard's service to her community and continuing efforts to support education. He said that he would like Ms. Woodard to receive a letter of recognition from the Board.

M. Rowley seconded the motion.

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

M. Benecke – Yes
R. Emrich – Yes
K. Lawrence-Webster – Yes
D. Middleton – Yes
M. Nash – Yes
M. Rowley – Yes
M. Thomas – Yes

Motion passed unanimously.

TRUSTEE COMMENTS

In regard to the President's enrollment report, M. Benecke asked if we had benchmarking information from across the State that reflects the same sort of down turn in enrollment. J. Goodnow said that there is definitely a pattern and that she had just received information from 15 other community colleges today. She said that students are under a great deal of stress due to COVID. In addition to the online course environment, students are facing personal stress, financial stress, and technology issues.

K. Rishe, Vice President of Student and Educational Services said that the College is ahead in new applications but that we are seeing a delay in current students registering for the Winter semester. Right now we have 2,300 students who haven't taken action to register yet. He said that we are engaging in an outreach campaign to help these students get registered.

M. Thomas asked why the hires and separations report was missing some staff who recently departed. A. Ursuy said that they will appear on next month's report as this report is only reflective of the October 2020 personnel actions.

R. Emrich said he missed being in person with the other Trustees. He congratulated M. Nash, K. Lawrence-Webster and D. Middleton on their re-election to the Board. He also thanked D. Middleton for doing a great job as Chair of the Board.

M. Rowley said congratulations to the three re-elected Trustees. He thanked all for their willingness to serve.

M. Benecke echoed M. Rowley's comments. She also congratulated the Foundation Office on the recent Chocolate Affair Fundraiser.

M. Nash thanked S. DuFresne and the entire Finance team for their professionalism throughout the audit process.

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CHAIR COMMENTS

Board Chair Middleton said that Trustee Thomas has agreed to chair the DEI Committee. The Committee will begin meeting shortly.

Board Chair Middleton appointed M. Rowley (Chair), S. Gannon, and M. Thomas to the Board Nominating Committee. She asked that they develop a recommendation for the leadership slate (Chair, Vice Chair, Secretary, and Treasurer) for 2021 and 2022. Board Chair Middleton asked that the Nominating Committee give a preliminary report at the December 2020 Meeting. Action will be taken on the committee's recommendation at the January 2021 Organizational Meeting.

Board Chair Middleton asked that the members of the Bylaws and Operating Parameters committee (M. Rowley, Chair; R. Emrich; M. Benecke) convene to put together a document of College Policies as approved by the Board of Trustees. D. Middleton said that the College's general counsel is working to develop a draft outline. She asked that the committee meet in December and into quarter 1 of 2021. The goal would be to have an actionable document that the Committee can recommend to the Board by the end of quarter 1.

Chair Middleton congratulated all who were involved in the audit. She pointed out that Jolene Kuebler has retired from the College after serving for 36 years. She congratulated Jolene on her retirement.

Chair Middleton said that her daughter received her diploma in the mail from Delta College. She said it was a proud moment. Her daughter plans to participate in a formal commencement ceremony in the Spring and is already working in the Dental Assisting Field.

Chair Middleton said she is humbled to be elected once again. She said that her gratitude goes to Dr. Goodnow and her team during this challenging time.

VOTE TO GO INTO CLOSED SESSION

D. Middleton made a motion that the Board *enter into closed session to discuss with the College's attorney trial and/or settlement strategy in the specific pending lawsuit Mr. Sunshine and Jason Andrich v Delta College Board of Trustees, Saginaw County 20-043053 CZ pursuant to MCL 15.268(e) as a discussion on the open record would be detrimental to our position.*

R. Emrich seconded the motion.

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

M. Benecke – Yes

R. Emrich – Yes

K. Lawrence-Webster – Yes

D. Middleton – Yes

M. Nash – Yes

M. Rowley – Yes

M. Thomas – Yes

Motion passed unanimously.

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The Board went into closed session at 8:24 p.m.

RETURN TO OPEN SESSION The Board returned to open session at 8:38 p.m.

Board Chair Middleton said that the Board is returning to open session after discussion of the specific pending litigation Mr. Sunshine and Jason Andrich v Delta College Board of Trustees, Saginaw County 20-043053 CZ. The Board is taking no action.

ADJOURNMENT There being no further business, Board Chair Middleton adjourned the meeting at 8:40 p.m.

Andrea Ursuy, Board Secretary