TAB A

Board of Trustees
Washtenaw Community College

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject
Approval of Minutes

Date
June 28, 2022

RECOMMENDATION

That the Board of Trustees approve the minutes of the May 24, 2022 Monthly Meeting as submitted.

Prepared by: Vanessa Brooks
Title: Chief of Staff and Director of President and Board Affairs

Recommended by: Rose B. Bellanca, Ed.D.
Rose B. Bellanca, President

MINUTES
WASHTENAW COMMUNITY COLLEGE
MONTHLY MEETING OF THE BOARD OF TRUSTEES
TUESDAY, MAY 24, 2022

CALL TO ORDER

Call to order

The Monthly Meeting of the Board of Trustees of Washtenaw Community College was called to order by Chair William G. Milliken, Jr. at 6:01 pm on May 24, 2022 at the Health and Fitness Center at WCC located at 4833 East Huron River Drive, Ann Arbor.

Present: Chair William G. Milliken, Jr., Vice Chair Angela Davis *(arrived at 6:30 pm)* ,Treasurer David DeVarti, Trustee Christina Fleming, and Trustee Diana McKnight-Morton

Absent: Secretary Ruth Hatcher and Trustee Dr. Richard J. Landau

Approval of Agenda (Action)

Approval of Agenda (Action)

It was moved by Treasurer DeVarti and seconded by Trustee Fleming that the Board approve the agenda for the May 24th Monthly Meeting. The motion was adopted.

Approval of Minutes (Action)

Approval of Minutes (Action)

It was moved by Trustee McKnight-Morton and seconded by Trustee Fleming that the Board approve the minutes of the April 26, 2022 Monthly Meeting and the May 10, 2022 Special Meeting. The motion was adopted.

CITIZEN PARTICPATION

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WCC Education Association

WCC Education Association

Ms. Julie Kissel, English and College Readiness faculty member and WCCEA President congratulated the graduating class of 2022. Lastly, she sent condolences to the students and families of the Ulvade school shooting.

WCC Education Association

Public Comments

Public Comments

There were no public comments.

Written Communications

Written Communications

There was one communication received.

SPECIAL REPORTS

SPECIAL REPORTS

Free College Week Update

Free College Week Update

Dr. Michelle Mueller, Vice President of Economic and Community Development shared with the Board highlights of the virtual Free College Week event that had over 9,190 enrollments from 16 states and 111 Michigan cities.

Strategic Plan Goals and Accomplishments 2021-22

Strategic Plan Goals and Accomplishments 2021-22

Dr. Julie Morrison, Executive Director of Institutional Effectiveness, Planning and Accreditation reviewed with the Board the Strategic Plan process from commencement to now.

Strategic Plan Goals and Accomplishments 2021-22(cont.)

Ms. Linda Blakey, Executive Vice President of Student and Academic Services highlighted for the Board initiatives used to enhance wrap around services for students to enhance retention and student success.

Dr. Kimberly Hurns, Executive Vice President of Instruction and Academic Affairs spoke about the actions that have been taken to address and support the needs of the adult learner. She also spoke about the implementation of programing and services created to offer a complete online campus experience for students.

Mr. Peter Leshkevich, Director of Student Development and Activities briefly spoke to the Board about student success, retention and recruitment strategies which includes an esport team.

Dr. Kimberly Hurns, Executive Vice President of Instruction and Academic Affairs described to the Board how the College has and will continue to position the College a premier STEAM destination for education.

Mr. Brandon Tucker, Associate Vice President of Workforce and Community Development and Dr. Michelle Mueller, Vice President of Economic and Community Development briefed the Board on the expanded programming developed to respond to the training and needs of individuals, business and industry as well as the College focus on Smart Cities.

Mr. Todd Krueger, CIO spoke to the Board on the Technical Sustainability plan and action plan implementation.

Mr. Terry Barnes, Vice President and CFO, talked about the College's commitment to environmental and financial stability.

Mr. Brandon Tucker, Associate Vice President of Workforce and Community Development briefed the Board on the College's community engagement.

REPORTS

REPORTS

Monthly Personnel Recommendations (Action)

Monthly Personnel Recommendations (Action)

It was moved by Trustee McKnight-Morton and seconded by Treasurer DeVarti that the Board approve the personnel recommendations as submitted. The motion was adopted.

Financial Reports (April 2022) (Action)

Financial Reports (April 2022) (Action)

It was moved by Treasurer DeVarti and seconded by Vice Chair Davis that the Board receive the Financial Reports for April 2022 as follows: General Fund, Deferred Maintenance Fund, Capital Fund, and Combined Schedule of Investments-All Funds. The motion was adopted.

Facilities Development Report

Facilities Development Report

Mr. William Johnson, Executive Vice President gave the Board a visual update on the ML renovations and GL expansion projects.

REMARKS

REMARKS

Remarks from Members of the Board of Trustees

Remarks from Members of the Board of Trustees

Trustee McKnight-Morton spoke about the Embracing Our Difference community project. Vice Chair Davis also spoke about the Embracing Our Difference community project opening.

Remarks from Members of the Board of Trustees (cont.)

Chair Milliken thanked Vice Chair Davis for speaking on behalf of the Board at this years' Commencement.

President's Remarks

President's Remarks

President Bellanca thanked Kathy Currie and her team for their hard work and execution of Honors and Commencement and she also thanked Eva for designing the flower displays at both events.

OLD BUSINESS

OLD BUSINESS

WTMC Contract Renewal (Action)

WTMC Contract Renewal (Action)

It was moved by Treasurer DeVarti and seconded by Vice Chair Davis that the Board Authorizes the Board Chair to Sign the "Resolution Establishing the Method of Selection and the Qualifications for the Washtenaw Technical Middle College Board of Directors and Authorizing the Issuance of a Charter Contract to Washtenaw Technical Middle College".

A roll call vote was taken: Chair Milliken; yes, Vice Chair Davis; yes, Treasurer DeVarti; yes, Trustee Fleming; yes, and Trustee McKnight-Morton; yes. The motion was adopted.

Video Streaming Hosting Service (Yuja) Contract (Action)

Video Streaming Hosting Service (Yuja) Contract (Action)

It was moved by Vice Chair Davis and seconded by Trustee Fleming that the Board approve a 3-year contract with Yuja, not to exceed $98,485.

A roll call vote was taken: Chair Milliken; yes, Vice Chair Davis; yes, Treasurer DeVarti; yes, Trustee Fleming; yes, and Trustee McKnight-Morton; yes. The motion was adopted.

Library Management and Discovery System (ExLibris) (Action)

Library Management and Discovery System (ExLibris) (Action)

It was moved by Trustee McKnight-Morton and seconded by Treasurer DeVarti that the Board approve the purchase of the ExLibris Alma & Primo library management and discovery system at a first cost for full migration and license fees not to exceed $142,000 for the 2022-23 Academic Year with an annual renewal option up to four additional years, or five years total, for a total cost not to exceed $452,080.

A roll call vote was taken: Chair Milliken; yes, Vice Chair Davis; yes, Treasurer DeVarti; yes, Trustee Fleming; yes, and Trustee McKnight-Morton; yes. The motion was adopted.

Resolution to Approve the 2022-23 Tax Levy for General Operations (Action)

Resolution to Approve the 2022-23 Tax Levy for General Operations (Action)

It was moved by Treasurer DeVarti and seconded by Vice Chair Davis that the Board approve the 2022-23 Tax Levy of 3.3548 mills for operations as submitted.

A roll call vote was taken: Chair Milliken; yes, Vice Chair Davis; yes, Treasurer DeVarti; yes, Trustee Fleming; yes, and Trustee McKnight-Morton; yes. The motion was adopted.

Approval of the Proposed 2022-23 Budget (Action)

Approval of the Proposed 2022-23 Budget (Action)

It was moved by Treasurer DeVarti and seconded by Vice Chair Davis that the Board approve the Total Revenue and Total Expenditures and Transfers for 2022-23 Budget Plan as submitted.

A roll call vote was taken: Chair Milliken; yes, Vice Chair Davis; yes, Treasurer DeVarti; yes, Trustee Fleming; yes, and Trustee McKnight-Morton; yes. The motion was adopted.

Award of Catering Contract (Action)

Award of Catering Contract (Action)

It was moved by Treasurer DeVarti and seconded by Vice Chair Davis that the Board authorize college administration to execute a four-year contract with Creative Dining Services for contracted catering services beginning June 1, 2022. Under terms of the contract, the college will pay Creative Dining Services $24,000 in management fees for the first year and the management fee amount will increase a maximum of three percent annually. The contract would also include a provision for a five-year extension at the college's option.

A roll call vote was taken: Chair Milliken; yes, Vice Chair Davis; yes, Treasurer DeVarti; yes, Trustee Fleming; yes, and Trustee McKnight-Morton; yes. The motion was adopted.

NEW BUSINESS

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2022-23 Department Chair Appointments

2022-23 Department Chair Appointments

Dr. Kimberly Hurns, Executive Vice President of Instruction and Academic Affairs, briefly reminded the Board of the Department Chair selection process.

Approval of 2022-23 Faculty Sabbaticals

Approval of 2022-23 Faculty Sabbaticals

Dr. Kimberly Hurns, Executive Vice President of Instruction and Academic Affairs, shared with the Board the requested faculty sabbaticals for the 2022-23 academic year.

OE HVAC Replacement Contract

OE HVAC Replacement Contract

Mr. William Johnson, Executive Vice President, explained to the Board the need for the HVAC replacement in the Automotive and Motorcycle program areas of the OE Building.

Revision to the 2022 Schedule of Monthly Board Meetings (Action)

Revision to the 2022 Schedule of Monthly Board Meetings (Action)

It was moved by Trustee McKnight-Morton and seconded by Vice Chair Davis that the Board revise their 2022 Schedule of Monthly Board Meetings and hold the July 24, 2022 Monthly

Revision to the 2022 Schedule of Monthly Board Meetings (Action)(cont.)

Board Meeting on July 19, 2022 at 6:00pm at the Health and Fitness Center at WCC located at 4833 East Huron River Drive, Ann Arbor MI 48105.

A roll call vote was taken: Chair Milliken; yes, Vice Chair Davis; yes, Treasurer DeVarti; yes, Trustee Fleming; yes, and Trustee McKnight-Morton; yes. The motion was adopted.

Adjournment of Monthly Meeting and move Into Closed Session to discuss a periodic personnel evaluation (Action)

Adjournment of Monthly Meeting and move Into Closed Session to discuss a periodic personnel evaluation (Action)

It was moved by Chair Milliken and seconded by Vice Chair Davis that the Board adjourn the Monthly Meeting and Move into a Closed Session to discuss a periodic personnel evaluation. A roll call vote was taken: Chair Milliken; yes, Vice Chair Davis; yes, Treasurer DeVarti; yes, Trustee Fleming; yes, and Trustee McKnight-Morton; yes. The motion was adopted. The motion was adopted and the meeting adjourned at 7:47 p.m.

Respectfully submitted,

Ruth Hatcher
Secretary

William Milliken, Jr.
Chair