

**West Shore Community College
Scottville, MI 49454
Board of Trustees Meeting
Board Room
Administrative and Conference Building
Monday, March 21, 2016**

The March 21, 2016, Board of Trustees Meeting was called to order at 4:00 p.m. by Chairman James Jensen. Mr. Jensen welcomed everyone and led the Pledge of Allegiance.

**Call to Order
and Roll Call**

Board Members Present: Mr. James Barker, Dr. Anthony (Tony) Fabaz, Mr. Bruce Smith, Mr. Steve Urka, Richard Wilson and Mr. James Jensen, Chair

Board Members Absent: Mr. Mike Ennis

Others Present: Debbie Campbell, Christy Christmas, Ken Grabowski (Manistee News Advocate), Thom Hawley, Aubry Healy (Student Senate), Chad Inabinet, Jennifer Lundberg Anders, Brooke Kainser (Ludington Daily News), Mikey Perez (Student Senate), Sean Pollock (Student Senate), Brooke Portmann, Drew Rowley (WMOM), Amber Sadler (Student Senate), Steve Sparling, Lisa Stankowski, Kenneth Urban, Brianna Walter (Student Senate), Bryan Wandrych (Student Senate), Scott Ward, and Crystal Young

The minutes of the February 15, 2016, regular meeting were distributed to the Board members prior to the meeting.

**Approval of
February
Meeting Minutes**

MOTION: A motion was made by Mr. Bruce Smith and seconded by Mr. Steve Urka to approve the February 15, 2016, regular Board meeting minutes. Motion carried.

The agenda of the March 21, 2016, regular Board meeting was provided to the Board members to review prior to the meeting. Mr. Jensen noted that President Urban would be providing the Michigan Community College Association Report in absence of Mr. Mike Ennis.

**Approval of
Agenda**

MOTION: A motion was made by Mr. Richard Wilson and seconded by Dr. Tony Fabaz to approve the March 21, 2016, regular Board meeting agenda noting that President Urban would be providing the Michigan Community College Association Report. Motion carried.

President Urban provided an update from the Michigan Community College Association. He stated that he attended the the Spring Conference at Washtenaw Community College on March 10th and 11th. He stated that one of the speakers at the conference was Peter Bahr from the University of Michigan School of Education. President Urban stated that in 2009, Peter began working on different ways students are utilizing community colleges. Many students may not earn a credential, but utilize the community college as a “skill builder”. Dr. Urban stated that Grand Rapids Community College President, Steve Ender, will be retiring June 30, 2017.

Michigan Community College Association Report

Thom Hawley, Director of College Relations, stated that the Business and Community Education catalog was distributed to each Board Member. He stated that the BCE program is an inclusive, learning-centered program providing educational and personal enrichment opportunities to all community members.

West Shore Report

Thom introduced Crystal Young, Director of the Business Opportunity Center (BOC). Crystal talked about the upcoming offerings. She stated that the BOC conducted a survey and they developed the courses based on the success of the course. She stated that there are offerings in our service area and there is something for everyone with a vast array of offerings that she is very excited about.

Thom presented the update calendar and provided each Board member with a copy. Commencement is in the horizon for our 2016 graduates with April 29th being the big day.

President Urban provided an update on the Higher Learning Commission visit that took place on March 7th and 8th. President Urban stated that the team was very impressed with West Shore and our faculty and staff. He stated that it takes them approximately 30 days to write the report, which will state errors of fact. He stated that his expectation is that WSCC will be reaccredited.

Update Higher Learning Commission Visit

Chairman James Jensen invited anyone to address the Board. There were no public comments.

Public Comment

Dr. Tony Fabaz presented the following Board Policies for second and final reading: Division II – Human Resources: 2002, 2003, 2005, 2008, 2009, 2013, 2016, 2018, 2019, 2021, and 2022; Division IV – Student Support Services: 4000, 4010, 4011, 4012, 4030, 4035, 4040, 4050, 4051, 4070, 4071, and 4080; Division VI – Student Services: 6022. He stated that the changes the Board Policy and Personnel Committee at their meeting held on March 15.

Second and Final Reading of Board Policies

MOTION: A motion was made by Mr. Richard Wilson and seconded by Mr. Steve Urka to approve for second and final reading, Division II – Human Resources: 2002, 2003, 2005, 2008, 2009, 2013, 2016, 2018, 2019, 2021, and 2022; Division IV – Student Support Services: 4000, 4010, 4011, 4012, 4030, 4035, 4040, 4050, 4051, 4070, 4071, and 4080; Division VI – Student Services: 6022. Motion carried.

Dr. Tony Fabaz presented the first reading of Board Policy 2215 – *Vacation*, and Board Policy 6010 – *Purchasing*. President Urban provided an explanation for each change in the Board Policy. The Board Policy and Personnel Committee thoroughly discussed and favorably reviewed Board Policies 2215 – *Vacation* and 6010 – *Purchasing* at their meeting held on March 15, 2016.

**First Reading
of Board Policies**

MOTION: A motion was made by Dr. Tony Fabaz and seconded by Mr. Steve Urka to approve for first reading, Board Policy 2215 – *Vacation* and Board Policy 6010 – *Purchasing*. Motion carried.

Bruce Smith presented the February 2016, monthly financial statement, which was provided to the Board prior to meeting. He requested approval of General Fund Expenditures of \$923,751 and Auxiliary Fund Expenditures of \$104,106. The financials were favorably reviewed by the Board Administrative Committee at their meeting held on March 16, 2016.

**February
Financial
Report**

MOTION: A motion was made by Mr. Bruce Smith and seconded by Mr. Richard Wilson to approve the General Fund Expenditures of \$923,751 and Auxiliary Fund Expenditures of \$104,106. Motion carried.

Bruce Smith presented the Annual Budget Estimate based on estimated expenditures, other revenue projections, such as tuition and fees, and preliminary estimates of the State allocation and property tax receipts. He stated this is required by Section 141 of the Community College Act of 1966, Act 331. The Board Administrative Committee favorably reviewed the Annual Budget Estimate at the meeting held on March 16, 2016.

**Annual
Budget
Estimate**

MOTION: A motion was made by Mr. Bruce Smith and seconded by Mr. Steve Urka to approve the estimated taxes and appropriation necessary for fiscal year 2016-2017. Motion carried.

President Kenneth Urban presented the proposed AgriScience Programs in partnership with Michigan State University, one in Agricultural Operations and one in Fruit and Vegetable Management. He stated that West Shore would offer the support courses and confer the associate degree, while MSU would offer the core agricultural courses and confer a certificate. Students would pay the tuition of the sponsoring institution, but based on a consortial agreement with MSU all aid would be processed by West Shore. Dr. Urban stated that students can easily transfer to MSU as a junior to complete a bachelor's degree program.

**AgriScience
Programs
with Michigan
State University**

The WSCC Curriculum and Academic Policy Committee has reviewed and approved the new programs in AgriScience and the new programs were favorably reviewed by the Board Policy and Personnel Committee at their meeting held on March 15, 2016.

MOTION: A motion was made by Dr. Tony Fabaz and seconded by Mr. Bruce Smith to approve two new AgriScience Degree Programs in partnership with Michigan State University. Motion carried.

Mr. Steve Urka stated that he is glad to see the AgriScience collaboration with MSU moving forward as it will be great for our students and also our community.

Mr. Bruce Smith stated that the Board Administrative Committee will be reviewing tuition and fees next month. He stated that Student Senate will be presenting their rationale to change fees at the next Board Administration Committee meeting. He also thanked Crystal for her presentation.

Mr. James Barker thanked Crystal for her presentation and complimented the Board for their timeliness in getting through the agenda items in a timely manner.

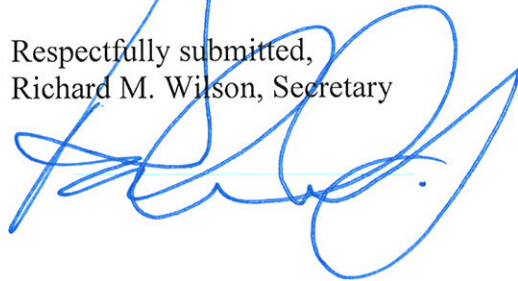
Mr. Richard Wilson thanked Crystal for her informative presentation.

Dr. Kenneth Urban reminded the Board that the meeting next month on April 18th will be held off-campus at Bear Lake School in the Media Center at 5:00 p.m.

There being no more business before the Board, the meeting was adjourned by motion at 4:40 p.m.

MOTION: A motion was made by Dr. Tony Fabaz and seconded by Mr. Richard Wilson to adjourn the meeting at 4:40 p.m. Motion carried.

Respectfully submitted,
Richard M. Wilson, Secretary



Recorded by: Lisa M. Stankowski
Approved: April 18, 2016

**Board
Member
Comments**

**Off-Campus
Board Meeting**

Adjournment