

**West Shore Community College
Scottville, MI 49454
Board of Trustees Meeting
Board Room
Administrative and Conference Building
Monday, March 27, 2017**

The March 27, 2017, Board of Trustees Meeting was called to order at 4:00 p.m. by Mr. Bruce Smith. Mr. Bruce Smith welcomed everyone and led the Pledge of Allegiance.

**Call to Order
and Roll Call**

Dr. John Eaton, WSCC's first President, called the meeting to order with the first gavel used fifty years ago today.

Roll Call was taken by Lisa Stankowski, Executive Assistant to the President. The following Board Members were present:

Board Members Present: Mr. Mike Ennis, Mr. James Jensen, and Mr. Richard Wilson, Mrs. Sherry Wyman, and Mr. Bruce Smith, Chair.

Board Members Absent: Mr. James Barker and Dr. Anthony Fabaz

Others Present: Jeff Brogren, Christy Christmas, Marty Cupp, John Eaton (Past President), Ana Figueroa (Student Senate), Ken Grabowski (Manistee News Advocate), Chad Inabinet, Brooke Kansier (Ludington Daily News), Kendra Quick (WMOM), Brooke Portmann, Amber Sadler (Student Senate President), Steve Sparling, Lisa Stankowski, Kenneth Urban, Bryan Wandrych (Student Senate), and Crystal Young

The minutes of the February 20, 2017, regular meeting were distributed to the Board members prior to the meeting.

**Approval of
February
Meeting Minutes**

MOTION: A motion was made by Mr. James Jensen and seconded by Mr. Richard Wilson to approve the February 20, 2017, regular Board meeting minutes. Motion carried.

The agenda of the March 27, 2017, regular Board meeting was provided to the Board members to review prior to the meeting.

**Approval of
Agenda**

MOTION: A motion was made by Mr. Mike Ennis and seconded by Mr. Richard Wilson to approve the March 27, 2017, regular Board meeting agenda. Motion carried.

President Urban stated that he had just attended a Michigan Community College Association President's Meeting at Jackson Community College. He talked about the budget recommendations for community colleges. He stated that they are looking at a 1% increase for the fiscal year and the two chambers will meet after their break. President Urban stated that Jennifer Lundberg Anders and Chad Inabinet will be graduating from the Michigan Community College Association (MCCA) Leadership Academy in July at the MCCA Summer Conference. President Urban also touched on the Michigan New Jobs Training Grant. He stated that it is an economic development program, but has stipulations with starting wages that employers cannot meet in our area. Ken also talked about the gentlemen's agreement with the 28 community colleges and explained that there are some counties that are not in a community college district. He stated that if a community college is offering a program that is not offered in a neighboring district, it is best to contact the neighboring community college before you start marketing efforts.

**Michigan
Community College
Association President's
Report**

Mr. Richard Wilson presented Jeff Brogren with the Staff Member of the Semester. Mr. Wilson presented him with a plaque and provided the positive comments from his nomination. Jeff has been employed with the College for thirty-one years.

**Staff Member
of the Semester**

President Urban presented the donation of the new pipettes, test tubes, and glassware from the U.S. Fish and Wildlife Service.

**Donation
to the College**

MOTION: A motion was made by Mr. Mike Ennis and seconded by Mr. James Jensen to accept the donation of new pipettes, test tubes, and glassware and for President Urban to send a letter of the thanks to the donor. Motion Carried.

President Urban highlighted the first set of meeting minutes from the first Board of Trustees Meeting that was held exactly fifty years ago today on March 27, 1967. He said it is amazing that we have all the College's meeting minutes from past years archived and all the material is in good condition, which doesn't always happen.

**50th Anniversary
Spotlight**

President Urban introduced West Shore Community College's first President, Dr. John Eaton. Dr. Eaton talked about the early days at WSCC. He stated that he traveled all over the U.S. to find the best faculty for the College and his car served as his office for a while.

Mr. Bruce Smith thanked Dr. Eaton and stated that it was an honor and a privilege to hear from the College's first President and the rich history that he has shared with all of us today.

President Urban presented the West Shore Update with the calendar of events. He stated that the College's Employee Recognition Program will be held on April 11th, and extended an invitation to the Trustees.

**President's
Office
Report**

Mr. Bruce Smith invited the public to address the Board of Trustees at this time. There were no public comments.

Public Comment

Steve Sparling, Director of Institutional Research, provided an update on accreditation and reporting. Mr. Smith asked that the Board be updated on the accreditation process.

Accreditation Report

Mr. James Jensen presented the February 2017, monthly financial statement, which was provided to the Board for their review prior to meeting. He requested approval of General Fund Expenditures of \$927,572 and Auxiliary Fund Expenditures of \$96,997. The financials were favorably reviewed by the Board Administrative Committee at their meeting held on March 22, 2017.

February Financial Report

MOTION: A motion was made by Mr. James Jensen and seconded by Mr. Mike Ennis to approve the General Fund Expenditures of \$927,572 and Auxiliary Fund Expenditures of \$96,997. Motion carried.

Mr. James Jensen 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 recommendation was favorably reviewed by the Board Administrative Committee at their meeting held on February 15, 2017.

Annual Budget Estimate

MOTION: A motion was made by Mr. James Jensen and seconded by Mr. Richard Wilson to approve the estimated taxes and appropriation necessary for fiscal year 2017-2018. Motion carried.

Mr. Bruce Smith stated that he understands that Vice President Ward will not be available after the June 19th Board Meeting for a Board Work Session, therefore, he will work with the Board Executive Committee to come up with some alternate dates for a Board Work Session and get back to the full Board.

Board Work Session

Mr. Bruce Smith stated that our practice has been to go off-campus two times per year. Our off-campus meeting in November was held at the Manistee Intermediate School District and next month it is recommended to go off-campus to the West Shore Educational Service District. The meeting will begin at 5:00 p.m. He stated that these off-campus meetings provide an opportunity for us to gain a better understanding of the communities we serve.

Off-Campus Board Meeting

MOTION: A motion was made by Mr. Mike Ennis and seconded by Mrs. Sherry Wyman to hold our April 17, 2017 off-campus meeting at the West Shore ESD at 5:00 p.m. Motion carried.

Mrs. Sherry Wyman thanked Dr. John Eaton for coming to the Board Meeting and sharing the history of WSCC.

**Board
Member
Comments**

Mr. Richard Wilson thanked Dr. John Eaton for his presentation to the Board. He stated that it is very impressive that he can share his knowledge and expertise from his experience as the first president of WSCC. He congratulated Jeff Brogren on his award for Staff Member of the Semester. Mr. Wilson thanked the members of Student Senate for their attendance at the Board Meeting even though it is spring break.

Mr. Mike Ennis thanked Dr. John Eaton for his presentation. Mr. Ennis also informed the Board of the passing of Dr. Fred Matthews, who was one of the longest serving Trustees at Southwestern Community College and an advocate, supporter, and leader of the community college movement. Mr. Mike Ennis stated that Beth McCarthy, a former Trustee, and the daughter-in-law of Helen McCarthy, a founding Trustee, during Dr. Eaton's presidency encouraged him to run for the Board of Trustees. He also added that when his wife, Sue, was growing up, her grandmother had a cottage in Manistee County and would bring the grandkids to the College.

Mr. James Jensen thanked Dr. Eaton for coming to the campus 50 years after the first Board Meeting and sharing his history. Dr. Eaton shared that when there wasn't lighting on campus, he would shine his car headlights for the students to see to get to their vehicles after evening classes.

Mr. Bruce Smith thanked Dr. John Eaton for his presentation and asked him to return to the podium to adjourn the meeting.

There being no more business before the Board, the meeting was adjourned by motion at 5:00 p.m.

MOTION: A motion was made by Mr. Mike Ennis and seconded by Mr. Richard Wilson to adjourn the meeting at 5:00 p.m. Motion carried.

Adjournment

Respectfully submitted,
Dr. Anthony Fabaz, Secretary

Recorded by: Lisa M. Stankowski
Approved: _____