

**West Shore Community College
Board of Trustees Off-Campus Meeting
Monday, April 17, 2017
West Shore Educational Service District
2130 W. US 10
Ludington, MI 49431
5:00 PM**

The April 17, 2017, off-campus Board of Trustees Meeting was called to order at 5:00 p.m. by Chairman Bruce Smith. Mr. Smith welcomed everyone and led the Pledge of Allegiance.

**Call to Order
and Roll Call**

Board Members Present: Mr. James Barker, Dr. Anthony Fabaz, Mr. James Jensen, Mr. Richard Wilson, Mrs. Sherry Wyman and Mr. Bruce Smith, Chair

Board Members Absent: Mr. Mike Ennis

Others Present: Dave Bass (West Shore Educational Service District Board Member “WS ESD”), Cathy Becker (WS ESD Board Member), Shirley Chancellor (WS ESD Board Member), Christy Christmas, Jim Dittmer (WS ESD Board Member), Hannah Edwards (Student Senate), Vince Greiner (WS ESD Board Member), Thom Hawley, Randy Howes (WS ESD Superintendent), Chad Inabinet, Maia Jonassen (Student Senate), Patti Klevorn (Ludington Daily News), Lynda Matson (WS ESD Principal), Amber Sadler (Student Senate), Lisa Stankowski, Beth Urban, Kenneth Urban, Scott Ward, and Crystal Young.

The minutes of the March 27, 2017, regular meeting were distributed to the Board members prior to the meeting.

**Approval of
March 27, 2017
Meeting Minutes**

MOTION: A motion was made by Mr. James Barker and seconded by Mr. Richard Wilson to approve the March 27, 2017, regular Board Meeting minutes. Motion carried.

The agenda of the April 17, 2017, off-campus regular Board Meeting was provided to the Board members to review prior to the meeting. President Urban requested that item 7 (b) – Authorization for One-time Waiver of Board Policy 3003 be added to the agenda.

**Approval of
Agenda**

MOTION: A motion was made by Mr. Richard Wilson and seconded by Dr. Anthony Fabaz to approve the April 17, 2017, regular

Board Meeting agenda adding item 7 (b) – Authorization for One-time Waiver of Board Policy 3003. Motion carried.

President Kenneth Urban provided an update from the Michigan Community College Association. President Urban stated that on March 22, the Senate Appropriations Subcommittee on Community Colleges recommended a 1% increase, totaling \$3.2 million. Of that amount, \$1.8 million was put through the traditional funding formula benefitting all 28 colleges. The remaining amount, \$1.4 million would be split among 11 community colleges to ensure every college receives, at least, a 2.5% increase from the current year when combining the funds resulting from the Personal Property Tax situation. Dr. Urban stated that Community College Day will be held on Thursday, April 20 from 11:30 a.m. to 1:30 p.m. in Lansing and he plans on attending.

Michigan Community College Association Report

President Urban thanked the West Shore ESD for hosting our off-campus Board Meeting. He thanked Lynda Matson, West Shore ESD Principal, and Amy Wojciechowski for the work they have done on articulation of credits, so there is a seamless transition for students. Randy Howes, WS ESD Superintendent, provided highlights of the partnership between WSCC and the WS ESD. He stated that the numbers are increasing for CTE (Career Technical Education). He is happy to report that there will be 22 students graduating from the ASM Tech program on the 13th of May. He pointed out that these students will have their associate's degree with no cost to the parents. He stated that there are not many partnerships like ours and it is a win-win for both the West Shore ESD and West Shore Community College.

50th Anniversary Spotlight

Thom Hawley, Executive Director of Communications and Community Engagement, provided the Board with the calendar of events. He also distributed the West Shore Update of the calendar of events.

West Shore Report

Chad Inabinet, Dean of Student Services, presented the winter 2017 graduate list. He stated that there are 159 individuals who have completed their studies and are presented for the Board's approval for graduation. He stated that there are a total of 165 degree/certificates that are recommended with six (6) students receiving multiple degrees and/or certificates.

Winter Graduation List

MOTION: A motion was made by Mr. Richard Wilson and seconded by Mrs. Sherry Wyman to approve the winter 2017 graduate listing as distributed. Motion carried.

Chairman Bruce Smith invited anyone to address the Board. There were no public comments.

Public Comment

Treasurer James Jensen presented the Quarterly Investment Report. The Quarterly Investment Report was favorably reviewed at the Board Administrative

Quarterly Investment Report

Committee Meeting held on April 12, 2017. He stated that there is no Board action required.

Treasurer James Jensen presented the March 2017, monthly financial statement, which was provided to the Board prior to meeting. He requested approval of General Fund Expenditures of \$1,022,990 and Auxiliary Fund Expenditures of \$68,979. It was noted that the General Fund Expenditures and the Auxiliary Fund Expenditures were inadvertently switched and needed to be amended in the memorandum. The financials were favorably reviewed by the Board Administrative Committee at their meeting held on April 12, 2017.

**March
Financial
Report**

MOTION: An amended motion correcting the amounts was made by Mr. James Jensen and seconded by Mr. Richard Wilson to approve the General Fund Expenditures of \$1,022,990 and Auxiliary Fund Expenditures of \$68,979. Motion carried.

President Urban distributed Board Policy 3003 – *Graduation Requirements*, which he asked the Board to consider the authorization for a one-time waiver under item A, (1), which states, “*Maintained a 2.0 GPA average (or the equivalent in programs that are Pass/Fail) and have earned less than a C in no more than two courses required for the degree*”. President Urban stated that the waiver would authorize him to provide a one-time waiver of Board Policy 3003, if he determines doing so enables one or more students to graduate and task the staff to revise the Board Policy to align with the other Michigan Community Colleges. Dr. Urban stated that we are the only college that has this type of policy.

**Authorization of
Board Policy 3003
Graduation
Requirements**

MOTION: An amended motion to add the correct language was made by Mr. Richard Wilson and seconded by James Barker to authorize President Urban to provide a one-time waiver of Board Policy 3003, *Graduation Requirements* if he determines doing so enables one or more students to graduate, and task staff to revise the Board Policy to align with other Michigan Community Colleges. Motion was not passed as a result of a tied vote 3/3. (yes – Mr. Richard Wilson, yes – Dr. Anthony Fabaz, yes – Mr. James Barker, no – Mrs. Sherry Wyman, no – Mr. James Jensen, and no – Mr. Bruce Smith)

Mr. Smith stated that he felt that the College was lowering its standards if the policy changed to offer a one-time waiver. As a former Superintendent, he had to tell students and their parents that the student was not graduating as the requirements for graduation were not met and even though it was heart breaking, it was the standard. He stated that he opposed this “one-time authorization”.

Mr. James Jensen stated that he knows that there was a timing issue here, but felt that Board Policy 3003 – *Graduation Requirements*, should have gone to the Board Policy and Personnel Committee before it was presented to the full Board.

Mr. James Jensen presented the tuition recommendation for the upcoming year. President Urban stated that even with the recommended increase, West Shore Community College has the lowest tuition among the “small ten” community colleges in Michigan. He believed that this increase would not burden the students. President Urban distributed data comparisons of in-district, out-of-district, and out-of-state enrollments. The recommendation was favorably reviewed by the Board Administrative Committee at its meeting held on April 12, 2017.

Tuition Recommendations

Tuition	Current	Proposed
In-District Tuition	\$96.00	\$100.00
Out-of-District Tuition (no change)	\$160.00	160.00
Out-of-State Tuition (no change)	\$220.00	\$220.00

MOTION: A motion was made by Mr. Richard Wilson and seconded by Dr. Tony Fabaz to approve the 2017-2018 tuition changes as presented. Motion passed with five (5) trustees in favor and Mr. Bruce Smith voting in opposition to the motion. Motion carried (5/1).

Mr. Bruce Smith stated that he is in favor of an increase, but stated that both the out-of-district and the out-of-state should be increased as well because the in-district students are already paying taxes to the College and the out-of-district and out-of-state are not paying taxes. For this reason, he is in opposition of the motion. He stated that last year the College had a budget deficit and it seems logical to increase tuition across the board.

President Urban reminded the Board of Trustees that Commencement will take place on Friday, May 5 at 7:00 p.m. in the Recreation Center. He asked Board Members to meet in the racquet ball court room at 6:30 p.m. President Urban stated that all of WSCC’s former presidents have indicated they will be attending commencement. He and the former presidents will lead the procession in honor of the College’s 50th anniversary. He also stated that this year he would like all Trustees included with the distribution of diplomas to the graduates.

Commencement Review

Mr. Richard Wilson thanked Hannah Edwards, the new president of Student Senate, for introducing herself to the Trustees. He also thanked the West Shore ESD’s Superintendent, Randy Howes, staff and board members for the great partnership and for hosting our off-campus meeting.

Board Member Comments

Mr. James Jensen thanked Superintendent Randy Howes and his board for hosting our off-campus Board Meeting. He also stated as a tie in to our 50th Anniversary, the College just honored Jim Pinkerton who was instrumental in establishing the partnership. Mr. Jensen stated that he attended the concert of the Jazz Band and complimented the students on a job well done.

Mrs. Sherry Wyman thanked the West Shore ESD's Superintendent, Randy Howes, and the board members for hosting our off-campus Board Meeting.

Mr. Bruce Smith thanked the West Shore ESD's Superintendent, Randy Howes, and the board members for hosting our off-campus Board Meeting. He complimented the partnership between the College and the West Shore ESD. He stated he has known WS ESD's board member, Jim Dittmer, for a long time as he served as a board member when Bruce was Superintendent at Mason County Central. He is also looking forward to the tour and dinner with all the WSCC and WS ESD Board Members.

There being no more business before the Board of Trustees, the meeting was adjourned by motion at 5:51 p.m.

Adjournment

MOTION: A motion was made by Mr. Richard Wilson and seconded by Mr. James Jensen to adjourn the meeting at 5:51 p.m. Motion carried.

Respectfully submitted,
Anthony Fabaz, Secretary

Recorded by: Lisa M. Stankowski
Approved: _____