

**West Shore Community College
Scottville, MI 49454
Board of Trustees Meeting
Monday, September 19, 2016
4:00 p.m.**

Board Room of the Administrative & Conference Building

The September 19, 2016, Board of Trustees Meeting was called to order at 4:00 p.m. by Chairman James Jensen. Mr. Jensen welcomed everyone.

**Call to Order
and Roll Call**

Board Members Present: Mr. James Barker, Mr. Mike Ennis, Dr. Anthony Fabaz, Mr. Bruce Smith, Mr. Steve Urka, Mr. Richard Wilson, and Mr. James Jensen, Chairman

Others Present: Debbie Campbell, Christy Christmas, Ken Grabowski (Manistee News Advocate), Thom Hawley, Tom Hinman (Talent & Entrepreneur Development Coordinator), Randy Howes (Superintendent of West Shore ESD), Chad Inabinet, Riley Kelly (Ludington Daily News), Lynda Matson (Principal of CTE & ASM Tech), Tom Mathison (Mathison/Mathison), Brooke Portmann, Amber Sadler (Student Senate), Paul Smogoleski, Steve Sparling, Lisa Stankowski, Jill Sweet, Kenneth Urban, Scott Ward and Crystal Young

The minutes of the August 15, 2016, Regular Meeting were distributed to the Board members prior to the meeting.

**Approval of
August 15, 2016
Regular Board
Meeting Minutes**

MOTION: A motion was made by Mr. Bruce Smith and seconded by Mr. Mike Ennis to approve the August 15, 2016, Regular Board meeting minutes. Motion carried.

The agenda of the September 19, 2016, Regular Board Meeting was provided to the Board members prior to the meeting.

**Approval of
Agenda**

MOTION: A motion was made by Mr. Mike Ennis and seconded by Mr. Steve Urka to approve the September 19, 2016, Regular Board Meeting Agenda. Motion carried.

Mr. Richard Wilson presented Paul Smogoleski with the Staff Member of the Summer Semester award. Mr. Richard Wilson stated that Paul was nominated by the facilities maintenance team and they stated, "Paul is consistent in checking in on general status and everyone's overall satisfaction as he makes his rounds, even though he has been reassigned to a different area" and "Paul's obvious sincerity of interest and diligence is a refreshing breath of fresh air in terms of his intentional

**Staff Member of
the Summer
Semester**

pursuit of customer satisfaction.” The Board congratulated Paul on being named the Staff Member of the Summer Semester.

Mike stated that both the House and Senate wrapped up a majority of their fall legislative activity, and legislators are now back in their districts for campaign season. He stated that both chambers reconvene the week of October 18, however, it is questionable how much activity will take place then with election taking place. Mike stated that the Student Success Summit will be held on September 29-30 at the Lansing Center and WSCC will be sending a group. Mike congratulated Chad Inabinet and Jennifer Lundberg Anders who have been selected to attend the Michigan Community College Leadership Academy.

Thom Hawley, Executive Director of Communications and Community Engagement, presented the donation of artwork from Mr. and Mrs. Heinz Bertram.

MOTION: A motion was made by Mr. Mike Ennis and seconded by Dr. Anthony Fabaz to accept the donations of artwork with a letter of thanks sent to the donor. Motion carried.

President Urban introduced Randy Howes, Superintendent of the West Shore ESD, to talk about our partnership that was established back in September of 1989. Mr. Howes provided the highlights of the partnership and how so many students have benefited from the program. Mr. Howes distributed a newspaper article to the Board members from 1989.

President Urban stated that we had a great kick-off event to start the 50th Anniversary celebration. The event was held this past Friday, September 16 in the Schoenherr Campus Center. He thanked all those who attended.

Thom Hawley, Executive Director of Communications and Community Engagement, introduced Tom Hinman who is our Talent and Entrepreneur Coordinator. He stated that the position was created in 2012 in partnership with the Ludington and Scottville Chamber of Commerce. Tom provided a presentation to the Board of Trustees regarding all the different things he has been doing in the community.

Thom provided the Board of Trustees with a list of the upcoming events. He also reminded them of the upcoming film at the Vogue Theatre featuring, “Butch Cassidy and the Sundance Kid”. President Urban stated that he and his wife, Beth, would pay for the first 50 individuals that attend the movie.

Steve Sparling, Director of Institutional Research, provided an enrollment map, which provides a picture of where we are getting the majority of our students. Steve distributed a copy of the enrollment map to the Board of Trustees.

Chad Inabinet provided an enrollment update for the Board of Trustees. Chad distributed a copy of the enrollment statistics to the Board members. He stated

**Michigan
Community
College
Association**

**Donation
to the College**

**50th Anniversary
Spotlight**

**West Shore
Report**

**Enrollment
Map & Update**

that we have an increase of 2.9% in the number of students, which is up by about 35 students.

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

Treasurer Bruce Smith presented the August 2016, monthly financial statement, which was provided to the Board prior to meeting. He requested approval of General Fund Expenditures of \$553,405 and Auxiliary Fund Expenditures of \$264,837. The financials were favorably reviewed by the Board Administrative Committee at their meeting on September 14, 2016.

MOTION: A motion was made by Mr. Bruce Smith and seconded by Mr. Richard Wilson to approve the General Fund Expenditures of \$553,405 and Auxiliary Fund Expenditures of \$264,837. Motion carried.

Treasurer Bruce Smith presented the bids for the Maintenance Building Office Addition. He stated that the college received six bids from general contractors. The college is recommending acceptance of the bid from Bowne Construction. The funding was approved in the capital budget and has been favorably reviewed by the Board Administrative Committee at their meeting held on September 14, 2016.

MOTION: A motion was made by Mr. Richard Wilson and seconded by Mr. Mike Ennis to approve contracting with Bowne Construction for the Maintenance Building Office Addition project for \$232,770. Motion carried.

President Urban presented the *Best Practices Resolution*, Michigan Public Act 249 of 2016, and Section 230. He stated that this originates from an omnibus public education bill passed by the Michigan Legislature that includes a \$2,527,500 appropriation for WSCC.

MOTION: A motion was made by Mr. Richard Wilson and seconded by Mr. Mike Ennis to approve and adopt the *Best Practices Resolution*. Motion carried.

President Urban presented the accreditation pathway recommendation. He stated that many discussions were held on campus. President Urban stated his recommendation is to move to Open Pathway, which will require the college to shift its thinking from silo-based action projects (discrete, often standalone projects) to considering all continuous improvement activities to be a component in an institutional continuous improvement philosophy firmly based on the college's strategic directions. This recommendation was favorably reviewed by the Board Executive Committee at their meeting held on September 12, 2016.

Public Comments

**August
Financial
Report**

**Maintenance
Building
Office
Addition**

**State of
Michigan
Best Practices
Resolution**

**Accreditation
Pathway
Recommendation**

MOTION: A motion was made by Mr. Richard Wilson and seconded by Dr. Anthony Fabaz to approve the selection of the “Open Pathway” model for West Shore Community College to maintain its accreditation and direct the President to inform the Higher Learning Commission of the selection. Motion carried.

Mr. Richard Wilson congratulated Paul Smogoleski on receiving the Staff Member of the Summer Semester. He also thanked Randy Howes and Lynda Matson from the West Shore ESD and he also thanked Tom Hinman, Steve Sparling and Chad Inabinet for presenting to the Board.

**Board Member
Comments**

Mr. James Jensen stated that he is looking forward to celebrating the college’s 50th Anniversary.

Closed Session

At the request of President Urban, the Board went into Closed Session at 5:24 p.m. for the purpose of a collective bargaining strategy.

MOTION: A motion was made by Mr. Mike Ennis and seconded by Mr. Richard Wilson to approve going into Closed Session at 5:24 p.m.

Roll Call Vote: Mr. Richard Wilson (yes), Mr. Mike Ennis (yes), Mr. James Barker (yes), Mr. Steve Urka (yes), Dr. Anthony Fabaz (yes), Mr. Bruce Smith (yes), and Mr. James R. Jensen (yes). 7 - (Yes/Ayes), 0 - (No). Motion carried.

The Board concluded their Closed Session at 6:30 p.m.

MOTION: A motion was made by Mr. Bruce Smith and seconded by Dr. Anthony Fabaz to return to Open Session at 6:31 p.m. Motion carried.

**Return to
Open Session**

There being no more business before the Board, the meeting was adjourned by motion at 6:31 p.m.

Adjournment

MOTION: A motion was made by Mr. James Jensen and seconded by Mr. Bruce Smith to adjourn the meeting at 6:31 p.m. Motion carried.

Respectfully submitted,
Richard M. Wilson, Secretary

Recorded by: Lisa M. Stankowski
Approved: _____