

**West Shore Community College Board Meeting
Manistee Intermediate School District
772 E. Parkdale Ave.
Manistee, MI 49660
Monday, November 21, 2016
5:00 p.m.**

The November 21, 2016, Board of Trustees Meeting was called to order at 5:00 p.m. by James Jensen, Chair. Mr. Jensen welcomed everyone to the Manistee Intermediate School District and led the Pledge of Allegiance.

**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, Chair

Others Present: Mary K. Becker-Witt (Manistee ISD), Margaret Cloutier (Manistee ISD), Ken Grabowski (Manistee News Advocate), Thom Hawley, Chad Inabinet, Lynda O'Shea (Manistee ISD), Brooke Portmann, Amber Sadler (student senate), Eric Smith (Manistee ISD), Steve Sparling, Lisa Stankowski, Beth Urban, Kenneth E. Urban, Scott Ward, and Bryan Wandrych (student senate)

The meeting minutes of the October 17, 2016 Board of Trustees Meeting were distributed to the Board Members prior to the meeting.

**Approval of
October 17, Board
Meeting Minutes**

MOTION: A motion was made by Mr. Richard Wilson and seconded by Mr. Mike Ennis to approve the October 17, 2016, Regular Board meeting minutes. Motion carried.

The agenda of the November 21, 2016, regular Board meeting was provided to the Board members prior to the meeting. Mr. Jensen stated that Mr. Hawley will be providing item 3.1, the West Shore Report.

**Approval of
November 21
Board Agenda**

MOTION: A motion was made by Mr. Mike Ennis and seconded by Mr. Bruce Smith to approve the November 21, 2016, Regular Board meeting Agenda. Motion carried.

Mr. Mike Ennis provided a Michigan Community College Association (MCCA) update. He said that the House and the Senate will reconvene on the 29th of November. Mike state that he and Trustee Fabaz attended the Trustee Workshop on November 17 and 18. He stated that out of the 50 trustees who were in attendance, 27 of them were new trustees. Mike stated that the Legislative Summit will be held on January 25, 2017.

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

President Urban presented the President's Association report. He stated that MCCA asked the community colleges to report articulation agreements and on-site baccalaureate degree programs at the colleges. In summary, there are 257 on-

site baccalaureate programs at 20 community colleges with 22 four-year partners. He stated that there are 1,659 articulation agreements at 27 community colleges with over 100 four-year partners. WSCC currently has 7 agreements with Ferris State University, 29 agreements with Davenport University, and 1 agreement with Central Michigan University. President Urban stated that MCCA is participating in a state-wide Transfer Steering Committee and he is currently serving on that committee.

President Urban stated in celebration of our 50th Anniversary, we recognize our partnership with the Manistee Intermediate School District. He introduced Mary Becker Witt, Chair of the Manistee Intermediate School Board District, to provide information regarding our partnership. Mary introduced the other Board members present, Eric Smith, Lynda O'Shea, and Margaret Cloutier. Mary touched on our partnership years ago when the College held classes at the Manistee ISD. She also talked about their appreciation for Scott Ward's involvement when he became the Interim President as it improved the relationship with Manistee and she stated that Dr. Urban continues to be involved.

50th Anniversary Spotlight

President Urban provided some statistical information for Manistee County. He stated that since 2011-2012, there has been a 42% increase in classes offered at the center. President Urban stated that approximately 32% of our student population is from Manistee County. He stated that daytime classes, primarily dual enrollment, are expanding to include additional offerings. Dr. Urban stated that women and men from Manistee County are more likely to persist than those from Mason County.

Serving Manistee County

Thom Hawley, Executive Director of Communication and Community Engagement, introduced John Wolff, Professor of Humanities, to speak about the publication of a new book, "The Driftwood Shrine: Discovering Zen in American Poetry." Thom stated that the Sumeru Press describes the book as "the first collection of Zen teachings that are based on the poems of great American Writers."

West Shore Report

Professor Wolff distributed a copy of his book to each Board member. He stated that his book has been an educational experience and he also touched on his background and influence.

Thom Hawley provided information on the upcoming events. Thom stated that there are only three weeks remaining in the fall semester after the Thanksgiving break with the last day of class on December 16, 2016.

Chairman James Jensen invited anyone to address the Board at this time. Mr. Eric Smith of Bear Lake stated that as a parent and being involved in education as a Board member, he wishes he would have been more persuasive with his children to go to a community college, first, rather than going to a university after high school.

Public Comments

Mr. Bruce Smith stated the annual financial audit for the College was presented to the Board at the work session immediately following the regular Board Meeting held on October 17, 2016. Mr. Smith asked Vice President Ward to go over the changes, which are related to pension liability. After having a month to review the reports, Mr. Bruce Smith requested the Board to accept the College Financial and Audit Report. The audit reports have been favorably reviewed by the Board Administrative Committee.

**Acceptance of
Audit**

MOTION: A motion was made by Mr. Bruce Smith and seconded by Mr. Richard Wilson to accept the year ended June 30, 2016, West Shore Community College Financial and Single Audit Reports. Motion carried.

Mr. Bruce Smith presented the October 2016, monthly financial statement, which was provided to the Board prior to meeting. He requested approval of General Fund Expenditures of \$930,863 and Auxiliary Fund Expenditures of \$85,750. The financials were favorably reviewed by the Board Administrative Committee at their meeting on Wednesday, November 16, 2016.

**October
Financial
Report**

MOTION: A motion was made by Mr. Bruce Smith and seconded by Mr. Richard Wilson to approve the General Fund Expenditures of \$930,863 and Auxiliary Fund Expenditures of \$85,750. Motion carried.

Mr. Bruce Smith presented the information on the renewal of the Blue Cross / Blue Shield Administrative Services Contract. The administrative services contract is renewed annually. The recommendation was favorably reviewed by the Board Administrative Committee at their meeting held on November 16, 2016.

**Renewal of Blue
Cross/Blue Shield
Administrative
Services Contract**

MOTION: A motion was made by Mr. Bruce Smith and Mr. Mike Ennis to approve renewal of the Administrative Services Contract with Blue Cross/Blue Shield for an estimated monthly cost of \$6,570 for the period of January 1, 2017 through December 31, 2017. Motion carried.

Mr. Richard Wilson congratulated John Wolff on his book and stated that it is extraordinary that we have three published books by our faculty members. He also thanked Manistee for hosting our Board meeting.

**Board
Member
Comments**

Mr. Mike Ennis echoed the remarks of Richard Wilson.

Mr. James Barker thanked the Manistee ISD for hosting our Board meeting.

Mr. Steve Urka echoed the comments of the other Board members.

Mr. Bruce Smith thanked the Manistee Intermediate School District for hosting our meeting. He said he is happy to hear that we have strong partnerships with the Manistee Intermediate School District and the Mason County Education

Service District. He thanked former Interim President Scott Ward and President Urban for their involvement in Manistee. Mr. Smith thanked Professor John Wolff for his presentation and thanked the Manistee Intermediate School District for hosting the November off-campus Board Meeting.

Mr. James Jensen thanked the Manistee Intermediate School District for hosting the meeting and stated that this experience allows us to meet other people in the district. He also stated that he attended *Godspell* a few weeks ago and stated that it is amazing the talent we have in our community.

There being no more business before the Board, the meeting was adjourned by motion at 6:06 p.m.

MOTION: A motion was made by Mr. Mike Ennis and seconded by Mr. Richard Wilson to adjourn the meeting at 6:06 p.m. Motion carried.

Respectfully submitted,
Richard M. Wilson, Secretary

Recorded by: Lisa M. Stankowski
Approved: _____