

**West Shore Community College
Board of Trustees Meeting
3000 N. Stiles
Scottville, MI 49454
Monday, February 19, 2018
4:00 p.m.**

The February 19, 2018, Board of Trustees Meeting was called to order at 4:00 p.m. by Mr. Richard Wilson, Vice-Chairman. Mr. Wilson welcomed everyone.

**Call to Order
and Roll Call**

Board Members Present: Mr. James Barker, Dr. Anthony Fabaz, Mr. James Jensen, Mrs. Sherry Wyman, and Mr. Richard Wilson, Vice-Chairman

Board Members Absent: Mr. Bruce Smith, Chairman

Others Present: Debbie Campbell, Christy Christmas, Hannah Edwards (Student Senate), Ana Figueroa (Student Senate President), Mark Garrison (MSU), Ken Grabowski (Manistee News Advocate), Thom Hawley, Cheryl Hogan, Chad Inabinet, Patti Klevorn (Ludington Daily News), Mike McKinney, Brooke Portmann, Kendra Quick (WMOM), Matt Sanderson, Jim Scatena (Foundation Board Member), Randy Showerman (MSU), Steve Sparling, Lisa Stankowski, and Scott Ward

The meeting minutes of the January 15, 2018, Board of Trustees Meeting were distributed to the Board Members prior to the meeting.

**Approval of
Board Meeting
Minutes**

MOTION: A motion was made by Mr. James Jensen and seconded by Mr. James Barker to approve the January 15, 2018, regular Board Meeting Minutes. Motion carried.

The agenda of the February 19, 2018, regular Board meeting was provided to the Board members prior to the meeting.

**Approval of
Board Agenda**

MOTION: A motion was made by Mr. Mike Ennis and seconded by Mr. James Jensen to approve the February 19, 2018, Regular Board Meeting Agenda. Motion carried.

Mr. Mike Ennis provided a Michigan Community College Association (MCCA) update. He stated that the Governor is not proposing an increase for community colleges.

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

President Ward stated that he attended the MCCA President's meeting held on February 8 & 9 in Lansing. He stated that Title IX was the major topic of discussion at the meeting and there was also a presentation. He stated that there were discussions held regarding the "Personal Property Tax" and the Governor is

looking at a different funding formula, which would have a negative impact on the College, if changed.

President Ward presented the donation from the U.S. 31 Building of furnishings and equipment donated by Dr. Andrew Riemer. He stated that most of the furnishings will be utilized in the facility and some equipment will be utilized by the Nursing and Allied Health Department.

Donation

MOTION: A motion was made by Mrs. Sherry Wyman and seconded by Mr. James Barker to accept the donations of the items as outlined in the attachment. Motion carried.

President's Office Report

Thom Hawley, Director of College Relations, introduced Mr. Randy Showerman and Dr. Mark Garrison of Michigan State University. Dr. Garrison presented a promotional video on the Fruit and Vegetable Crop Management Program and also the Agricultural Operations Program in partnership with us. He stated that their goal is to increase enrollment for the two programs. Mr. Randy Showerman stated that WSCC is currently 1 of 9 partnerships. He stated there are currently more job openings in the field than trained workers and they are working very hard marketing the programs through advisory boards and other ways.

West Shore Report

Thom Hawley provided the calendar of events. Thom stated that the WSCC 50th Anniversary Book, titled "The First Fifty Years" is completed and ready to be distributed.

Ana Figueroa provided a brief update from Student Senate regarding some of their recent activities.

Update from Student Senate

Steve Sparling, Director of Institutional Research, provided an update on accreditation and assessment. He stated both reports are on track to be completed prior to the due date on June 1.

Accreditation Update

Debbie Campbell, Director of Human Resources, provided a brief presentation for the Board of Trustees on Title IX.

Title IX

Vice-Chairman Richard Wilson invited anyone from the public to address the Board of Trustees at this time. There were no public comments.

Public Comments

Chad Inabinet, Dean of Student Services, provided an enrollment report and distributed a handout with the enrollment data. President Ward provided an enrollment map in the Board Packet.

Winter Enrollment Report

Mr. James Jensen presented the January 2018, monthly financial statement, which was provided to the Board prior to meeting. He requested approval of General Fund Expenditures of \$964,276 and Auxiliary Fund Expenditures of \$200,529. The financials were favorably reviewed by the Board Administrative Committee at their meeting on Wednesday, February 14, 2018.

January Financial Report

MOTION: A motion was made by Mr. James Jensen and seconded by Mr. James Barker to approve the General Fund Expenditures of \$964,276 and Auxiliary Fund Expenditures of \$200,529. Motion carried.

Mr. James Jensen presented the FY2018 General Fund Budget Amendment. The budget modifications were favorably reviewed by the Board Administrative Committee at their meeting held on February 14, 2018.

FY2018 General Fund Budget Amendment

MOTION: A motion was made by Mr. James Jensen and seconded by Mr. Mike Ennis to approve the budget modifications to the FY2018 General Fund Budget. Motion carried.

Mr. James Jensen presented the recommendation for the College's auditing services. He stated the recommendation was favorably reviewed by the Board Administrative Committee at their meeting held on February 14, 2018.

Recommendation of College Auditing Services

MOTION: A motion was made by Mr. James Jensen and seconded by Mr. Mike Ennis to accept the bid from Rehmann Robson in the amount of \$246,500 for audit services for the College with renewal options for four (4) additional one-year terms with a contract end date of April 30, 2023. Motion carried.

Mr. James Jensen presented the recommendation on the Construction Management Firm for the Technical Center Project. He stated that the recommendation was favorably reviewed by the Board Administrative Committee at their meeting held on February 14, 2018.

Recommendation on Construction Management Firm, Technical Center Project

MOTION: A motion was made by Mr. James Jensen and seconded by Mr. Mike Ennis to accept the bid in the amount of \$188,790 from Christman Construction for the Technical Center Renovation and Addition Project. Motion carried.

Mr. Mike Ennis stated that the Board Policy and Personnel Committee met earlier to review the Board Policies presented in the Board Packet. He stated that any suggested changes to any policies will go through a first and second/final reading and also for legal review, if needed.

Board Policy Review

There being no more business before the Board, the meeting was adjourned by motion at 5:42 p.m.

Adjournment

MOTION: A motion was made by Mr. Mike Ennis and seconded by Mr. James Barker to adjourn the meeting at 5:42 p.m. Motion carried.

Respectfully submitted,
Anthony Fabaz, Secretary

Recorded by: Lisa M. Stankowski and Approved:_____