

**West Shore Community College
Board of Trustees Meeting
3000 N. Stiles
Scottville, MI 49454
John M. Eaton Board Room
Monday, January 21, 2019
4:00 p.m.**

The January 21, 2019 Board of Trustees Meeting was called to order at 4:00 p.m. by Mr. Bruce Smith, Chairman. Mr. Smith welcomed everyone.

**Call to Order
and Roll Call**

Board Members Present: Mr. James Barker, Dr. Anthony Fabaz, Mr. James Jensen, Mrs. Sherry Wyman, Mr. Randy Tomaszewski, Mr. Richard Wilson, and Mr. Bruce Smith, Chairman of the Board

Others Present: Debbie Campbell, Christy Christmas, Melissa Conway, Eden Foley, Ken Grabowski (Manistee News Advocate), Thom Hawley, Noah Hausmann (Ludington Daily News), Abby Mavis, Mark Kinney, Brooke Portmann, Lisa Stankowski, and Scott Ward

President Scott Ward stated that he received official election results from the Mason County Clerk, Cheryl Kelly, on November 14th. Mr. James Barker and Mr. Randy Tomaszewski were declared elected to the WSCC Board of Trustees. President Ward stated they were both sworn in by Trustee Richard Wilson in early December in Manistee.

Election of Trustees

Mr. Bruce Smith turned the gavel over to President Scott Ward.

Mr. Richard Wilson stated that prior to the meeting, the Board Policy and Personnel Committee met and is recommending the following slate of officers: Mr. Bruce Smith as Chairman, Mr. Richard Wilson as Vice-Chairman, Mr. James Jensen as Treasurer, and Dr. Anthony Fabaz as Secretary. There were no objections to the slate of officers.

**Selection of
Slate of Officers**

MOTION: A motion was made by Mr. Richard Wilson and seconded by Mr. James Barker to approve the nomination and elect Mr. Bruce Smith as Chairman, Mr. Richard Wilson as Vice Chairman, Mr. James Jensen as Treasurer, and Dr. Anthony Fabaz as Secretary of the Board of Trustees for the next two years. Motion carried.

President Scott Ward turned the gavel over to Chairman Bruce Smith.

The meeting minutes of the December 17, 2018, Board of Trustees Meeting were distributed to the Board Members for their review prior to the meeting.

**Approval of
Board Meeting
Minutes**

MOTION: A motion was made by Mr. Richard Wilson and seconded by Dr. Anthony Fabaz to approve the December 17, 2018, regular Board Meeting Minutes. Motion carried.

The agenda of the January 21, 2019, regular Board meeting was provided to the Board members prior to the meeting.

Approval of Board Agenda

MOTION: A motion was made by Dr. Anthony Fabaz and seconded by Mr. James Barker to approve the January 21, 2019, Regular Board Meeting Agenda. Motion carried.

President Ward provided the Michigan Community College Association (MCCA) update. He stated there will be a Legislative Summit on January 30th, which he will be attending along with Trustee Fabaz.

Michigan Community College Association and President's Association Report

Executive Director of College Relations, Thom Hawley, introduced Melissa Conway, Campus Services Assistant, Abby Mavis, Bookkeeper-Accounts Payable and Eden Foley, Associate Professor of Arts. The Board of Trustees welcomed the new employees.

Introduction of New Employees

President's Office Report

Thom Hawley, Executive Director of College Relations, provided a presentation on the original sculpture by Manierre Dawson, titled *Daedayl* that will be reproduced. The sculpture has been scaled up 240% and will be the first large outdoor sculpture of its kind. He stated the sculpture will be added to the Mason County Sculpture Trail. He stated personalized lazer engraved bricks will be sold for the sculpture plaza to raise funds to support a scholarship endowment fund, to be held by the College's foundation. The College anticipates a public ceremonial unveiling will be held on the campus in the late spring.

West Shore Report

Thom Hawley provided the calendar of events. In honor of Martin Luther King Day, Thom recited a quote. Professor Mike Nagle provided a presentation earlier for the students.

Vice President Mark Kinney provided an Academic Update. He stated that they have been working on a year-long course schedule and a draft should be ready by the end of the month. He stated faculty had an in-service on assessment prior to classes starting on the 14th.

Academic Report

Mr. James Jensen presented the Quarterly Investment Report for December 31, 2018, which is required by Board Policy 6022. The report was favorably reviewed by the Board Administrative Committee at their meeting held on January 16, 2019.

Quarterly Investment Report

Mr. Richard Wilson presented the second and final reading of Board Policies: 2018 – *Health Insurance Coverage for Deceased Employee's Dependents*, 6055 – *Minors on Campus*, 6056 – *Use of College Name, Seal and Logo*, 6084 – *Statement of Non-discrimination*, and glossary.

Second and Final Reading

MOTION: A motion was made by Mr. Richard Wilson and seconded by Dr. Anthony Fabaz to approve the second and final reading of Board Policies: 2018 – *Health Insurance Coverage for Deceased Employee’s Dependents*, 6055 – *Minors on Campus*, 6056 – *Use of College Name, Seal and Logo*, 6084 – *Statement of Non-discrimination*, and glossary. Motion carried.

Mr. James Jensen presented the December 2018, monthly financial statement, which was provided to the Board prior to meeting. He requested approval of General Fund Expenditures of \$1,033,018 and Auxiliary Fund Expenditures of \$79,332. The financials were favorably reviewed by the Board Administrative Committee at their meeting on Wednesday, January 16, 2019.

**December
Financial
Report**

MOTION: A motion was made by Mr. James Jensen and seconded by Dr. Anthony Fabaz to approve the General Fund Expenditures of \$1,033,018 and Auxiliary Fund Expenditures of \$79,332. Motion carried.

Mr. Richard Wilson presented the first reading of Board Policy 6053 – *Smoke-free and Tobacco-free campus*. The Board Policy and Personnel Committee favorably reviewed the suggested changes at their meeting held on December 12, 2018 and earlier this afternoon.

**First Reading of
6053 – Smoke-free &
Tobacco-free Campus**

MOTION: A motion was made by Mr. Richard Wilson and seconded by Dr. Anthony Fabaz to approve the first reading of Board Policy 6053 – *Smoke-free and Tobacco-free Campus* to be implemented on June 1, 2019. Motion carried.

Mr. Richard Wilson presented the first reading of Board Policy 6057 – *Campus Closure*. The Board Policy and Personnel Committee favorably reviewed the suggested changes at their meeting held on December 12, 2018 and earlier this afternoon.

**First Reading of
6057 – Campus
Closure**

MOTION: A motion was made by Mr. Richard Wilson and seconded by Dr. Anthony Fabaz to approve the first reading of Board Policy 6057 – *Campus Closure*. Motion carried.

Chairman Bruce Smith stated that with the retirement of Trustee Mike Ennis, there needs to be a trustee director and an alternate trustee director appointed to serve as our representatives on the Michigan Community College Association Board of Directors, beginning February 1, 2019 through June 30, 2019.

**Certifications of
Appointments for
2019 MCCA Board
of Directors**

MOTION: A motion was made by Mr. James Jensen and seconded by Mr. Richard Wilson to appoint Mr. Bruce Smith as the trustee director and Mr. Richard Wilson as the alternate trustee director on the Michigan Community College Association Board of Directors, beginning February 1, 2019 through June 30, 2019. Motion carried.

Mr. James Jensen presented the recommendation on the signage quote for the Riemer Regional Public Safety Training Center. He stated campus staff reviewed the quotes and recommend the quote from Amor Sign Studios. He stated vendors were also asked to quote canopy signage and Amor Sign Studios was the only respondent. The recommendation was favorably reviewed by the Board Administrative Committee at their meeting held on January 16, 2019.

Recommendation on signage quote for U.S. 31 Bldg.

MOTION: A motion was made by Mr. James Jensen and seconded by Mrs. Sherry Wyman to approve the quote in the amount of \$40,974 from Amor Sign Studios for the Riemer Regional Public Safety Training Center signage. Motion carried.

Chairman Bruce Smith stated that Pursuant to Board Policy 1016 – *Board Committees*, the committee assignments for the next two years are as follows:

Board Committee Appointments

Executive Committee

Bruce Smith – Chair of the Committee, James Jensen, and Richard Wilson

Administrative Committee

James Jensen – Chair of the Committee, Sherry Wyman, and Randy Tomaszewski

Policy and Personnel Committee

Richard Wilson – Chair of the Committee, Tony Fabaz and, James Barker

Chairman Smith stated that each committee can work together to find out the best date and time to meet.

MOTION: A motion was made by Mr. Richard Wilson and seconded by Dr. Anthony Fabaz to approve the Committee Chairs and the Committee assignments for the next two years pursuant to Board Policy 1016. Motion carried.

There being no more business before the Board, the meeting was adjourned by motion at 5:14 p.m.

Adjournment

MOTION: A motion was made by Dr. Anthony Fabaz and seconded by Mr. Richard Wilson to adjourn the meeting at 5:14 p.m. Motion carried.

Respectfully submitted,
Anthony Fabaz, Secretary

Recorded by:
Lisa M. Stankowski and Approved: _____