

**West Shore Community College**  
**3000 N. Stiles Rd., Scottville, MI 49454**  
**Board of Trustees Meeting**  
**Administrative and Conference Building & Via Zoom**  
**Monday, August 17, 2020**  
**4:00 p.m.**

The August 17, 2020, Board of Trustees Meeting was called to order at 4:00 p.m. by Mr. Bruce Smith, Chairman. Mr. Smith welcomed everyone at the meeting on campus and also via Zoom.

**Call to Order  
and Roll Call**

**Board Members Present:** Mr. James Barker, Dr. Anthony Fabaz, Mr. James Jensen, Mr. Randy Tomaszewski (4:11 p.m. due to technical issues), Mr. Richard Wilson, Mrs. Sherry Wyman and Mr. Bruce Smith, Chairman

**Others Present:** Tom Alway, Christian Bateson, Conny Bax, Dave Bostwick (Ludington Daily News) Deb Campbell, Tim Fink, Thom Hawley, Seán Henne, Deb Hintz, Cheryl Hogan, Mark Kinney, Jennifer Lundberg Anders, Tom Mathison (Mathison/Mathison Architects) Lisa Morley, Mike Moore, Craig Peterson, Lisa Stankowski, Scott Ward and Crystal Young. (Other individuals attended, but were not identifiable by their cell phone numbers)

The minutes of the July 20, 2020 Board of Trustees meeting were distributed to the members of the Board of Trustees prior to the meeting.

**MOTION:** A motion was made by Mr. James Barker and seconded by Mr. James Jensen to approve the July 20, 2020 Board of Trustees Meeting Minutes. Roll call vote: Barker – aye, Fabaz – aye, Jensen – aye, Tomaszewski – (absent), Wilson – aye, Wyman – aye, and Smith – aye. Motion carried with 6 – ayes and 0 – no.

**Approval of  
July 20, Board  
of Trustees  
Meeting Minutes**

The agenda of the August 17, 2020 Board of Trustees meeting was provided to the members of the Board of Trustees prior to the meeting.

**Approval of  
Board Agenda**

**MOTION:** A motion was made by Mr. Richard Wilson and seconded by Dr. Anthony Fabaz to approve the August 17, 2020 Board of Trustees meeting agenda. Roll call vote: Barker – aye, Fabaz – aye, Jensen – aye, Tomaszewski - aye, Wilson – aye, Wyman – aye, and Smith – aye. Motion carried with 7 – ayes and 0 - no.

President Scott Ward provided the Michigan Community College Association update.

**Michigan Community  
College Association  
Report**

President Scott Ward provided an update on COVID-19. He stated as a result of COVID-19, 60% of our classes are online and 40% are face-to-face.

**COVID-19 Update**

President Scott Ward provided an update on the campus water project. He stated the water is flowing through the buildings on campus and we are already seeing some improvements as a result.

**Project Updates**

President Scott Ward provided an update on the downtown Manistee building project.

Thom Hawley provided the West Shore Report.

**West Shore Report**

Vice President Mark Kinney introduced Lisa Morley, Professor of Early Childhood Education. She provided an update on the upcoming early childhood conference that will be held online due to COVID-19.

**Academic Report**

Vice President Kinney provided the Board of Trustees with preliminary enrollment numbers.

Chairman Bruce Smith invited anyone from the public to address the Board of Trustees at this time. There were no public comments.

**Public Comments**

Mr. James Jensen presented the July 2020 Financial Statement of General Fund Expenditures of \$957,610 and Auxilliary Fund Expenditures of \$46,247 for the Board's review and approval. The July financials were favorably reviewed by the Board Administrative Committee at their meeting held on August 12, 2020.

**July Financial Report**

**MOTION: A motion was made by Mr. James Jensen and seconded by Dr. Anthony Fabaz to approve the July General Fund Expenditures of \$957,610 and Auxiliary Fund Expenditures of \$46,247. Roll call vote: Barker – aye, Fabaz – aye, Jensen – aye, Tomaszewski - aye, Wilson – aye, Wyman – aye, and Smith – aye. Motion carried 7 – ayes and 0 - no.**

President Scott Ward stated the College Bargaining team has reached a tentative agreement with the Faculty Association. Both parties spent extensive time cleaning up language in the agreement spelled out in the memorandum. The agreement has similarities with the Educational Support Personnel such as the one year agreement, a salary increase of 2% and a \$200 signing bonus and an increase of \$200 in dental benefits and \$50 in vision benefits, which was approved in July. This was favorably reviewed by the Board Administrative Committee on August 12, 2020.

**Faculty Association Contract**

**MOTION: A motion was made by Mr. James Jensen and seconded by Mr. Richard Wilson to approve the instructional agreement between West Shore Community College and the West Shore Community College Faculty Association for the period of August 17, 2020 through May 3, 2021 as presented. Roll call**

**vote: Barker – aye, Fabaz – aye, Jensen – aye, Tomaszewski - aye, Wilson – aye, Wyman – aye, and Smith – aye. Motion carried 7 – ayes and 0 - no.**

President Ward presented the internet service recommendation. He stated he is very pleased with the work of the staff. The recommendation is to increase the bandwidth capacity and provide service to the two off-campus locations while saving approximately \$15,000 per year. Other benefits include a provider with required redundancy and uptime and a new protected fiber line servicing the campus. This service also provides the bandwidth necessary to perform off-site back-ups of College data creating an additional layer of protection. President Ward recommends the approval of a 60-month contract with PFN for internet service for \$3,332.90 per month and payment of \$26,000 for connection to the Scottville campus, Riemer Regional Public Safety Training Center, and the new Manistee building. This recommendation is made with the understanding that the connection costs will be allocated to federal funds if permissible. This was favorably reviewed by the Board Administrativ Committee on August 12, 2020.

**Internet  
Service  
Recommendation**

**MOTION: A motion was made by Mr. James Jensen and seconded by Mr. Richard Wilson to approve a 60-month contract with PFN for internet service for \$3,332.90 per month and payment of \$26,000 for connection to the Scottville campus, Riemer Regional Public Safety Training Center, and the new Manistee building: Barker – aye, Fabaz – aye, Jensen – aye, Tomaszewski - aye, Wilson – aye, Wyman – aye, and Smith – aye. Motion carried 7 – ayes and 0 - no.**

There being no more business before the Board of Trustees, the meeting was adjourned at 4:54 p.m.

**Adjournment**

**MOTION: A motion was made by Mr. Richard Wilson and seconded by Dr. Anthony Fabaz to adjourn the meeting at 4:54 p.m. Roll call vote: Barker – aye, Fabaz – aye, Jensen – aye, Tomaszewski - aye, Wilson – aye, Wyman – aye, and Smith – aye. Motion carried 7 – ayes and 0 - no.**

Respectfully submitted,  
Anthony Fabaz, Secretary

Recorded by: Lisa M. Stankowski  
Approved: \_\_\_\_\_