The May 17, 2021 Board of Trustees Meeting was called to order at 4:00 p.m. by Mrs. Sherry Wyman, Board Chair. Mrs. Wyman welcomed everyone.

**Board Members Present:** Mr. James Barker, Dr. Anthony Fabaz, Mr. Tom Kaminski, Mr. Bruce Smith, Mr. Randy Tomaszewski, Mr. Richard Wilson, Mrs. Sherry Wyman, Chair

**Others Present:** Paul Anders (community member), Conny Bax, Christian Bateson, Debbie Campbell, Justin Cooper (Ludington Daily News), Mackenzie Edwards, Seán Henne, Deb Hintz, Thom Hawley, Darby Johnsen, Jennifer Lundberg Anders, Mark Kinney, Kyle Kotecki (Manistee News Advocate), Ted Malt, John Nielsen (community member), Amy Pepper, Craig Peterson, Lisa Stankowski, Jill Sweet, Scott Ward, Tami Wolverton, Crystal Young and (other individuals attended, but were not identifiable by their cell phone numbers).

The minutes of the April 19, 2021, Board of Trustees Meeting were distributed to the members of the Board prior to the meeting.

**MOTION:** A motion was made by Mr. Richard Wilson and seconded by Mr. Bruce Smith to approve the April 19, 2021, Board of Trustees Meeting Minutes. Motion Carried.

The agenda of the May 17, 2021, Board of Trustees Meeting was provided to the members of the Board prior to the meeting.

**MOTION:** A motion was made by Mr. Richard Wilson and seconded by Mr. Tom Kaminski to approve the May 17, 2021, Board of Trustees Meeting Agenda. Motion Carried.

President Ward provided the Michigan Community College Association update.

Thom Hawley introduced our new employee Mackenzie Edwards, Accounting Specialist. Mackenzie is a graduate of Lake Superior State University with a Bachelors of Science in Accounting. She began working in the business office on April 19th. The Board of Trustees welcomed Mackenzie.
Thom Hawley, Executive Director of College Relations, introduced Jill Sweet, Director of Advising and Registrar, to present on how graduation went this year. She stated this year, with the impact of the pandemic, we had 8 graduation ceremonies over a 3-day period. She received positive feedback from both the students and their families. The students liked the small ceremony as it seemed more personable. She stated although a lot of planning and hard work went into making all of this happen, it was well worth it. Jill stated the IT Department worked very hard and went above and beyond what was expected. The live recorded steam had over 4,500 views.

President Ward stated with the success of the changes to the graduation ceremony due to the pandemic, we may want to look at doing something similar next year. Perhaps we could have 3 ceremonies instead of 8 which would still provide more focus on each student. The team will be meeting to review the pros and cons. Board Chair, Sherry Wyman and Trustees Richard Wilson and Bruce Smith attended graduation and were very pleased with the ceremonies.

Professor Ted Malt presented a video of the West Shore Community College virtual choir for 2021. A lot of work went into this and it was incredible. With the ability to do this virtually, students from other colleges, members from outside the district and members from a different state were able to participate.

Dr. Mark Kinney, Vice President of Academic and Student Services, introduced Jennifer Lundberg Anders, Professor of Communications, to present her Sabbatical Report. Her sabbatical addresses gaps in the College’s curriculum related to Core Ability and Communicate Effectively. Furthermore, the sabbatical helped to develop a clear, concrete, and comprehensive plan to develop communication competency, highlighting effective oral communication skills among our students at WSCC. When speaking to employers, one of the most critical skills is the ability to communicate. Many employers experience poor communication skills with their employees.

Board Chair Sherry Wyman invited anyone from the public to address the Board of Trustees at this time. There were no public comments.

Board Treasurer Randy Tomaszewski presented the April Financial Statement of the General Fund Expenditures of $1,329,362 and the Auxiliary Fund Expenditures of $72,128. The Board Administrative Committee favorably reviewed the March Financials at their meeting held on May 12, 2021.

**MOTION:** A motion was made by Mr. Randy Tomaszewski and seconded by Mr. Richard Wilson to approve the April 30, 2021 General Fund Expenditures of $1,329,362 and Auxiliary Fund Expenditures of $72,128. Motion carried

Board Treasurer Randy Tomaszewski presented the resolution to set the Budget Hearing Date, which is required by Michigan law. Generally, this meeting is held prior to our regular scheduled meeting in June, which is Monday, June 21st. The
recommendation is to set the Budget Hearing Date for Monday, June 21, 2021 at 3:45 p.m.

**MOTION:** A motion was made by Mr. Randy Tomaszewski and seconded by Mr. Richard Wilson to set the Budget Hearing for Monday, June 21, 2021 at 3:45 p.m. in the MBT Room of the Administrative and Conference Building and to authorize the administration to publish the notice to the media of this hearing as required by law. Motion Carried.

Board Treasurer, Randy Tomaszewski, presented the tuition recommendation, which was discussed at last month’s board meeting. Randy stated our in-district tuition rate remains the lowest among Michigan’s ten smallest community colleges. It is anticipated that all colleges will raise tuition rates this year. Due to the Covid pandemic, tuition was not increased last year. This recommendation was favorably reviewed by the Board Administrative Committee at their meeting held on May 12, 2021.

**MOTION:** A motion was made by Mr. Randy Tomaszewski and seconded by Mr. Tom Kamiński to approve FY21-22 per contact hour tuition rates of $110 for in-district, $175 for the out of district and $250 for out of state students. Motion Carried.

Board Treasurer, Randy Tomaszewski, requested President Ward to present the Lease Agreement with the West Shore Educational Service District. President Ward stated this is a renewal agreement of a longstanding fifteen-year lease, which ends June 30, 2021. He stated there are a few changes that strengthen our collaboration. The College has extended the term of the lease to twenty-five years with a notation that if there are any major changes required to the agreement, the necessary amendments will be made. The additional space and the connection with the College only enhances the importance of this Lease Agreement. The recommendation was favorably reviewed by the Board Administrative Committee at their meeting held on May 12, 2021.

**MOTION:** A motion was made by Mr. Randy Tomaszewski and seconded by Mr. Bruce Smith to approve the Lease Agreement between West Shore Community College and the West Shore Educational Service District. Motion Carried.

The Board of Trustees all had the opportunity to provide comments regarding today’s meeting, which included welcoming Mackenzie Edwards, thanking Jennifer Lundberg Anders for her presentation on her sabbatical, thanking Ted Malt for all his efforts and creativity that was involved to move forward virtually with the community choir. President Ward and the Board Members all provided their farewell wishes to Thom Hawley who is retiring at the end of this month and thanked him for his service.

The Budget Workshop began at 5:30 p.m.
At 6:38 p.m. President Ward requested the Board to go into Closed Session for the purpose of his evaluation.

The Board met in Closed Session to evaluate President Ward.

The Board concluded the Closed Session at 6:58 p.m.

**MOTION:** A motion was made by Dr. Anthony Fabaz and seconded by Mr. Richard Wilson to return to Open Session at 6:58 p.m. Motion Carried.

Board Chair, Sherry Wyman, reported on the Closed Session and presented the following consensus statement:

*The Board of Trustees conducted its annual evaluation of President Scott Ward on Monday, May 17, 2021. The Board evaluated President Ward’s Leadership, Integrity, Teaching and Learning Leadership and Use of College Resources and found that President Ward has met and, in many cases, exceeded the Board’s expectations, especially during a worldwide pandemic.*

**MOTION:** A motion was made by Mr. Bruce Smith and seconded by Mr. Richard Wilson to accept and approve President Scott Ward’s evaluation and consensus statement from the Board of Trustees. Motion Carried.

There being no business before the board, the meeting was adjourned at 7:10 p.m.

**MOTION:** A motion was made by Mr. Richard Wilson and seconded by Dr. Anthony Fabaz to adjourn the meeting at 7:10 p.m. Motion Carried.

Respectfully submitted,
Dr. Anthony G. Fabaz

Approved:_________________