

West Shore Community College
3000 N. Stiles Rd., Scottville, MI 49454
Board of Trustees Meeting
John M. Eaton Board Room
Monday, June 20, 2022
4:00 p.m.

The June 20, 2022, Board of Trustees Meeting was called to order at 4:00 p.m. by Richard Wilson, Vice-Chairman. Mr. Wilson welcomed everyone.

**Call to Order
and Roll Call**

Board Members Present: Mr. James Barker, Mrs. Lyndsay Earl, Dr. Anthony Fabaz, Mr. Tom Kaminski, Mr. Randy Tomaszewski, and Mr. Richard Wilson, Vice-Chairman

Board Members Absent: Mrs. Sherry Wyman

Others Present: Conny Bax, Debbie Campbell, Justin Cooper (Ludington Daily News), Candace Henry-Schroder, Annie Jacobson, Darby Johnson, Mark Kinney, Amy Lee (MCCA), Mike Nagle, Patti Skinner, Lisa Stankowski, Katie Stewart, Scott Ward, and Crystal Young

The meeting minutes of the June 6, 2022, Truth in Taxation Public Hearing were provided to the board, prior to the meeting.

**Approval of
Truth in Taxation
Public Hearing
Meeting Minutes**

MOTION: A motion was made by Mr. Tom Kaminski and seconded by Dr. Anthony Fabaz to approve the June 6, 2022, Truth in Taxation Public Hearing Meeting Minutes. Motion Carried.

The meeting minutes of the June 6, 2022, Special Board Meeting & Certification of the Tax Levy Meeting were provided to the board, prior to the meeting.

**Special Board
Meeting &
Certification
of the Tax
Levy Meeting
Minutes**

MOTION: A motion was made by Mrs. Lyndsay Earl and seconded by Dr. Anthony Fabaz to approve the June 6, 2022, Special Board Meeting & Certification of the Tax Levy Meeting Minutes. Motion Carried.

The agenda of the June 20, 2022, Board of Trustees meeting was provided to the members of the Board prior to the meeting.

**Approval of
Board Agenda**

MOTION: A motion was made by Mr. Tom Kaminski and seconded by Mr. Randy Tomaszewski to approve the June 20, 2022, Board of Trustees meeting agenda. Motion Carried.

President Ward provided the Board with information on the budget in Lansing for community colleges. The goal is to have the budgets completed by June 30, 2022.

**Michigan Community
College Association
Report**

Crystal Young, Executive Director of College Relations, introduced the new employees. First, she introduced, Candace Henry-Schroder who has been hired as the Director of Financial Aid. She received her Bachelors in Business Administration from Baker College and Masters of Arts in Organizational Management/Leadership from Ashford University. Her previous position titles include Financial Aid Officer, Assistant Director of Financial Aid, Financial Aid Advisor, and most recently Director of Financial Aid at Gogebic Community College. Candace is a current member of Michigan Student Financial Aid Association and National Association of Student Financial Aid Administrators, and has a passion for helping others succeed.

Introduction of New Employees

Crystal also introduced Patti Skinner who has been hired as the Director of Library Services. She received her Bachelors of English Literature from Miami University, and Masters of Library and Information Science from University of Wisconsin – Madison. Her previous positions include Library Assistant at Hart Area Public Library, and most recently, Scottville Branch Manager for the Mason County District Library for the past four years. Patti is also responsible for the creation of *Unbound*, a collaborative program that allows K-12 schools the opportunity to have public library materials brought right to the classroom.

Crystal provided the calendar of events. She stated the College is expecting record enrollment for the College for Kids Program.

West Shore Report

Amy Lee, Director of Collaborative Programs for the Michigan Community College Association, presented the collaborations between all of the partner community colleges to be able to offer additional programs such as, the Electroneurodiagnostics (EEG) Program and the Magnetic Resonance (MRI) Program. She stated they are looking at a waste water treatment program.

Academic Report

Mr. Richard Wilson, Vice-Chair, invited the public to address the Board of Trustees. There were no public comments.

Public Comments

Mr. Randy Tomaszewski presented the May 2022 Financial Statement of General Fund Expenditures of \$1,078,129 and Auxilliary Fund Expenditures of \$53,044 for the Board's review and approval. The May financials were favorably reviewed by the Board Administrative Committee at their meeting held on June 15, 2022.

May Financial Report

MOTION: A motion was made by Mr. Randy Tomaszewski and seconded by Mrs. Lyndsay Earl to approve the May General Fund Expenditures of \$1,078,129 and Auxiliary Fund Expenditures of \$53,044. Motion Carried.

Mr. Randy Tomaszewski presented the General Fund Budget for Fiscal Year 22-23. The General Fund Budget was favorably reviewed by the Board Administrative Committee at their meeting held on June 15, 2022.

FY-23 General Fund Budget

MOTION: A motion was made by Mr. Randy Tomaszewski and seconded by Mr. Lyndsay Earl to approve the General Fund Budget for FY 22-23. Motion Carried.

Mr. Randy Tomaszewski presented the Auxiliary Fund Budget for Fiscal Year 22-23. The Auxiliary Fund Budget was favorably reviewed by the Board Administrative Committee at their meeting held on June 15, 2022.

**FY-23
Auxiliary Fund
Budget**

MOTION: A motion was made Mr. Randy Tomaszewski and seconded by Dr. Anthony Fabaz to approve the Auxiliary Fund Budget for FY 22-23. Motion Carried.

Mr. Randy Tomaszewski presented the Capital Fund Budget for Fiscal Year 22-23. The Capital Fund Budget was favorably reviewed by the Board Administrative Committee at their meeting held on June 15, 2022.

**FY-23
Capital Fund
Budget**

MOTION: A motion was made by Mr. Randy Tomaszewski and seconded by Mrs. Lyndsay Earl to approve the Capital Fund Budget for FY 22-23. Motion Carried.

Vice President Mark Kinney presented the curriculum changes, which includes Paramedic AAAS as a new program, program modifications, new courses, and course modifications. The recommendations were favorably reviewed by the Board Policy and Personnel Committee at their meeting held on June 16, 2022.

**Curriculum
Changes**

MOTION: A motion was made by Dr. Anthony Fabaz and seconded by Mr. Tom Kaminski to approve the new paramedic program, curriculum changes, revisions, and additions as presented. Motion Carried.

Mr. Wilson deferred to Dr. Kinney to present the first reading of Board Policy 4005 – *Military Leave of Absence*. Dr. Kinney stated by adding this policy, the college will be in compliance with the Federal regulations and the Department of Defense Voluntary Education Partnership Memorandum of Understanding. The Board Policy and Personnel Committee favorably reviewed Board Policy 4005 – *Military Leave of Absence* first reading at their meeting held on June 16, 2022.

**First Reading of
Board Policy
4005 – *Military
Leave of Absence***

MOTION: A motion was made by Mr. Randy Tomaszewski and seconded by Mrs. Lyndsay Earl to approve the first reading of Board Policy 4005 – Military Leave of Absence, Division, IV: Student Services. Motion Carried.

President Ward stated it is time to recertify the trustee directors to the Michigan Community College Association Board. He is automatically a director as president of the College. Mrs. Wyman is not here this afternoon, but has agreed to serve as the trustee director. Dr. Fabaz stated he would continue to serve as an alternate trustee director.

**Certifications of
Appointments for
MCCA Board of
Directors for 22-23**

MOTION: A motion was made by Mr. Tom Kaminski and seconded by Dr. Anthony Fabaz to appoint Sherry Wyman as Trustee Director and Anthony Fabaz as an alternate trustee director as our representatives on the Michigan Board of Directors,

beginning July 1, 2022 and ending June 30, 2023. Motion Carried.

President Ward presented the Faculty Association Instructional Agreement. The notable additions and changes were outlined in the memorandum included in the board packet. President Ward stated he was pleased to recommend the agreement for ratification and express his appreciation to the bargaining team. The recommendation was favorably reviewed by the Board Administrative Committee at their meeting held on June 15, 2022.

Faculty Association Agreement

MOTION: A motion was made by Dr. Anthony Fabaz and seconded by Mrs. Lyndsay Earl to approve the instructional agreement between West Shore Community College and the West Shore Community College Faculty Association for the period of June 20, 2022 through May 5, 2025, as presented. Motion Carried.

The Board welcomed the new employees Candace and Patti, appreciated the presentation from Amy from MCCA and from Mark on additional programs and curriculum changes increasing opportunities for the students. The Board is looking forward to hearing the report on the upcoming Muddy Fox Trot and College for Kids.

Board Member Comments

There being no more business before the Board of Trustees, the meeting adjourned at 5:00 p.m.

Adjournment

Respectfully submitted,
Anthony Fabaz, Secretary

Recorded by: Lisa M. Stankowski
Approved: _____