

Board of Trustees
Washtenaw Community College

TAB A

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject
Approval of Minutes

Date
April 24, 2018

RECOMMENDATION

That the Board of Trustees approve the minutes of the March 27th Monthly Meeting as submitted.

Prepared by: Vanessa Brooks

Recommended by: Rose B. Bellanca, Ed.D.

Title: Executive Administrator to the President
and Secretary to Board of Trustees

Rose B. Bellanca, President

MINUTES
WASHTENAW COMMUNITY COLLEGE
MONTHLY MEETING OF THE BOARD OF TRUSTEES
TUESDAY, MARCH 27, 2018

CALL TO ORDER

The Monthly Meeting of the WCC Board of Trustees was called to order by Chair Diana McKnight-Morton on March 27, 2018 at 6:06 p.m. in room 150, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

Present: Chair Diana McKnight-Morton, Vice Chair Christina Fleming, Treasurer Bill Milliken, Secretary Angela Davis, Trustee David DeVarti, Trustee Ruth Hatcher and Trustee Richard Landau.

Approval of the Agenda (Action)

It was moved by Trustee Landau and seconded by Secretary Davis that the Board approve the March 27th Monthly Meeting agenda. The motion was adopted.

Approval of Minutes (Action)

It was moved by Trustee Landau and seconded by Vice Chair Fleming that the Board approve the minutes of the February 27th Monthly Meeting and March 9th Retreat. The motion was adopted.

CITIZEN PARTICIPATION

WCC Education Association

Mr. David Fitzpatrick, WCCEA President and Social Science faculty declined to comment.

Public Comments

Ms. Kaitlin Pedri, WCC Student spoke about Naloxone Training.

Mr. Scott Boyink, spoke about Naloxone Training.

Written Communications

There was one written communication received.

SPECIAL REPORTS

Sabbatical Report: Standardized Patients

Ms. Theresa Dubiel, WCC Nursing Faculty briefed the Board on her sabbatical, which focused on the utilization of standardized patients and a collaboration between the Nursing and Theater departments.

2018 Art and LAND Conference Winners

Ms. Jill Jepsen, Instructional Support Coordinator, announced the 2018 LAND winners: Molly Keenen and Dorothy Mitchell. She also announced the Student Art Show Winners: Tiriz Jarjoura, Dorothy Mitchell and Yasmin Alli. Lastly, she mentioned the

Call to Order

Approval of Agenda (Action)

Approval of Minutes (Action)

Citizen Participation

WCC Education Association

Public Comments

Written Communications

SPECIAL REPORTS

Sabbatical Report: Standardized Patients

2018 Art and LAND Conference Winners

President's Choice winner; Emily Cobb, the Dean's Choice; Joy Burton and the People's Choice Shyenne Souza.

Recognition of Tom Penird

President Bellanca and the WCC Board of Trustees recognized WCC Industrial Technology Faculty, Tom Penird for being selected to receive the inaugural Dale P. Parnell Distinguished Faculty recognition by the American Association of Community Colleges.

Recognition of Emily Hatsigeorgiou

President Bellanca and the WCC Board of Trustees recognized WCC student Emily Hatsigeorgiou, who was selected as Intern of the Year by the Cooperative Education and Internship Association, winning their 2018 CEIA Two-Year Student Achievement Award.

MONTHLY REPORTS

Personnel Recommendations (Action)

It was moved by Trustee Hatcher and seconded by Secretary Davis that the Board approve the personnel recommendations as listed. The motion was adopted.

Financial Reports (February 2018) (Action)

It was moved by Trustee DeVarti and seconded by Trustee Hatcher that the Board receive the Financial Reports for February 2018 as follows: General Fund, Deferred Maintenance Fund, Capital Fund, and Combined Schedule of Investments-All Funds. The motion was adopted.

Facilities Development Report

Mr. William Johnson, Vice President and CFO informed the Board that the fan terminal project was almost complete. He also mentioned the Bus Loop project will be beginning soon.

Remarks of Members of the Board of Trustees

Trustee DeVarti spoke about the importance of Naxlone Training and mentioned he would put forth a resolution for Board consideration.

Secretary Davis also spoke about Naxlone training. Lastly, she talked about the recent Governance Leadership Institute conference she attended.

Trustee Hatcher requested a report on the Opiate crisis that speaks to WCC efforts.

Chair McKnight-Morton talked about the recent MCCA Board of Directors meeting she attended. Lastly, she mentioned WCC was recognized by SEMCOG for our significant roll in the Mattaei Bike Trail.

2018 Art and LAND Conference Winners (cont)

Recognition of Tom Penird

Recognition of Emily Hatsigeorgiou

MONTHLY REPORTS

Personnel Recommendation (Action)

Financial Reports (February 2018) (Action)

Facilities Development Report

Remarks of Members of the Board of Trustees

President's Remarks

President Bellanca introduced Mr. Mark Allen, Vice President of Facilities Development and Operations and CIO, Mr. Peter Lundberg. Lastly, she reminded the Board of the upcoming Economic Luncheon, Smart Cities Symposium and Free College Day.

2018 – 19 Tuition and Fee Rate for Credit Classes (Action)

It was moved by Trustee DeVarti and seconded by Treasurer Milliken that the Board approve the following student tuition and fee structure for the 2018-19 academic year as listed below:

2018-19 Tuition and Fee Rates for Credit Courses

<p><u>On Campus Tuition Rates:</u> In-District - \$95/credit hour Out-of-District - \$161/credit hour Out-of-State - \$220/credit hour International - \$258/credit hour Work In-District - \$95/credit hour Property In-District - \$95/credit hour</p> <p><u>Distance Learning Tuition Rates:</u> In-District - \$108/credit hour Out-of-District - \$115/credit hour Out-of-State - \$119/credit hour International - \$119/credit hour Work In-District - \$108/credit hour Property In-District - \$108/credit hour</p> <p><u>Student Fees per Credit Hour:</u> Technology/Enrollment Fee - \$10/cr hr Credit by Exam - \$25/cr hr Credit for Prior Learning - \$50/cr hr Course Repeat Fee - \$200/cr hr Excess Contact Hour Fee - \$5/contact hr (max=\$300)</p>	<p><u>Student Fees per Transaction:</u> Late Registration - \$25 Delinquent Payment - \$25 Duplicate Diploma - \$20 Returned Check - \$25 Special Transcript Service - \$20 Student ID Card Replacement - \$10 Loan Processing Fee - \$25 Credit for Prior Learning Evaluation - \$50 Student Record Copy Fee - \$1/page</p> <p><u>Department Course Fees:</u> Dental Kit Fee - \$200/400 Police Academy Program: - Supplies - \$500 - Special Off-Site Training - \$400 - Firearms Range Use - \$500 Fine Arts: Ceramics Supplies - \$40 Photography: Printer Ink Supply - \$20 Art: Art Model - \$15</p>
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A roll call vote was taken: Chair McKnight-Morton; yes, Vice Chair Fleming; yes, Treasurer Milliken; yes, Secretary Davis; yes, Trustee DeVarti; yes, Trustee Hatcher; yes and Trustee Landau; yes. The motion was adopted.

President's Remarks

2018 – 19 Tuition and Fee Rate for Credit Classes (Action)

FY 2018 Budget Adjustment (Action)

It was moved by Trustee Landau and seconded by Secretary Davis that the Board approve the following adjustments to the FY 2018 Budget as reviewed at the March 9, 2018 Board Retreat meeting:

		Original 2017-18 Budget	Adjustments	Revised 2017-18 Budget
Revenues				
1	Tuition and Fees	31,740,603	671,466	32,412,069
2	Local Property Taxes	50,800,000	600,000	51,400,000
3	State Appropriations	14,402,000	156,874	14,558,874
5	Investment Income	650,000	136,500	786,500
6	Trade Partnerships	3,417,227	294,475	3,711,702
7	Other Miscellaneous	1,871,435	(106,610)	1,764,825
8	Auxiliary Activities	1,206,000	20,650	1,226,650
9		104,087,265	1,773,355	105,860,620
Expenditures				
10	Personnel	79,118,225	(2,162,156)	76,956,069
11	Non-Personnel	14,560,799	(306,149)	14,254,650
12	Utilities	2,514,700	(78,207)	2,436,493
13	Equipment	860,000	(29,000)	831,000
14	Trade Partnerships	2,633,458	118,562	2,752,020
15	Institutional Projects	1,529,608	(464,237)	1,065,371
16	Total Expenditures	101,216,790	(2,921,187)	98,295,603
Operational Transfers				
17	Restricted Fund/Cost Sharing	618,000	67,000	685,000
18	Debt Service	1,927,475	-	1,927,475
19	Furniture Replacement Fund	-	250,000	250,000
20	Health & Fitness Center	(1,675,000)	(350,000)	(2,025,000)
21	Campus Maintenance & Repair	500,000	1,000,000	1,500,000
		1,370,475	967,000	2,337,475
22	Deferred Maintenance	1,500,000	3,000,000	4,500,000
23	Total Expenditures and Transfers	104,087,265	1,045,813	105,133,078
24	General Fund Contribution/Usage	-	727,542	727,542

A roll call vote was taken: Chair McKnight-Morton; yes, Vice Chair Fleming; yes, Treasurer Milliken; yes, Secretary Davis; yes, Trustee DeVarti; yes, Trustee Hatcher; yes and Trustee Landau; yes. The motion was adopted.

Resolution to recommend the Allowable 2018-19 Ad Valorem Tax Rate

Mr. William Johnson, Vice President and CFO, explained to the Board that this motion would allow for the assumption of the maximum allowable rate for the 2018-19 tax levy for general operations.

Retention and Recruitment Software Contract

Vice Presidents Linda Blakey, Kimberly Hurns and William Johnson lead a discussion that explained the need for retention and recruitment software. During the discussion, they mentioned the input and process that lead to the selection of the software proposed to the Board.

FY 2018 Budget Adjustment (Action)

Resolution to recommend the Allowable 2018-19 Ad Valorem Tax Rate

Retention and Recruitment Software Contract

Motion to Adjourn Monthly Meeting (Action)

It was moved by Trustee Landau and seconded by Treasurer Milliken that the Board move to adjourn the monthly meeting and move into closed session. The motion was adopted. The monthly meeting was adjourned at 8:01 p.m.

Respectfully submitted,

Angela Davis
Secretary

Diana McKnight-Morton
Chair

**Motion to Adjourn
Monthly Meeting
(Action)**