

GOGEBIC COMMUNITY COLLEGE
Ironwood, Michigan

A Regular Meeting of the Board of Trustees of Community College District of Gogebic County was held on Tuesday evening, June 28, 2022 at 6:00 pm in the Upper Level of the Lindquist Student and Conference Center on the Ironwood campus.

<i>Truth in Taxation Hearing</i>	Chairman Lupino called the Truth in Taxation Hearing open at 5:59 pm. Vice President of Business Services Chad Lashua, gave an overview of the millage request report and preliminary budget. Gina Movrich had questions for Mr. Lashua. Chairman Lupino complimented Mr. Lashua on his presentation at the Budget Workshop last week. With no further discussion, Chairman Lupino declared the hearing closed at 6:02 pm.
<i>Call to Order, Pledge of Allegiance, Roll Call</i>	Chairman Lupino called the Regular meeting to order at 6:03 pm and opened with the Pledge of Allegiance. Those present: Mrs. Beals, Mr. Brown, Mr. Burchell, Mr. Fitting, Mr. Kolesar, Mr. Lupino, Mr. Malloy Those Absent: None Also present: President Dr. George McNulty, Vice President of Business Services Chad Lashua, Vice President of Academic Services David Darrow, Vice President of Student Services & Athletics Dr. Jennifer Sabourin, Connie Hicks, Gina Movrich, Karen Damgard, Zachary Marano, and Roberta Anders.
<i>Report of Secretary</i>	Moved by Chairman Lupino to approve the minutes of the May 31, 2022 Regular Board Meeting.
<i>Conflict of Interest</i>	None
<i>Institutional Reports Houghton Update – Stacy Brey</i>	None
<i>Building Trades Program Spec Home Update</i>	Dr. McNulty stated that as of June 6 the Spec Home was closed for the summer with the expectation to finish in the fall, and a December 2022 or January 2023 sale. Chairman Lupino asked when a student signs up for the program for the year, what will they do during the 2 nd semester. Mr. Darrow said students will continue with the curriculum. Other board members had questions regarding the GOISD greenhouse and how it relates to the Building Trades Program and also the accounting aspect of the spec home.
<i>CMV-CDL Program Review 2022</i>	Ms. Hicks, Instructor presented a program review on the Commercial Motor Vehicle (CMV) designed for students to earn a Commercial Driver’s License (CDL). The program consists of three courses including basic classroom training, a non-driving practicum and a driving class. Currently, the program test pass rates stand at 100% with the employment rate also at 100%. A weakness of the program is the ability to schedule CDL skills tests. Third party examiners are in short supply and all have full schedules. The most recent initiative for the program was to ensure that the curriculum matched (or exceeded) the Federal Motor Carrier Safety Administration (FMCSA) entry level driver training law that went into effect on February 7, 2022. Chairman Lupino asked Ms. Hicks to tell the board what the plans are for the program as they are entering first semester, second semester, and potentially the summer of 2023. Ms. Hicks stated they are dedicated to keeping it going through the next semesters and had recently discussed the possibility of a shorter course next summer. Other board members and Dr. McNulty had various questions that were discussed. Chairman Lupino thanked Ms. Hicks for her presentation.

*President's Update – Dr.
George McNulty*

Dr. McNulty provided the following update:

- GOISD Greenhouse will be 40 ft. x 30 ft. and when paired with the agricultural program, and possible community use, it could be a significant advancement for programming and engagement.
- MCCA Leadership Academy: Danielle Boyette, Instructional Designer, will attend the upcoming academy for emerging leaders. It is from September 2022 through July 2023.
- Excel Energy Grant – In May students gave presentations to the board on math and science projects. GCC has received this grant over the last 3 years, and he thanked faculty and students that participate in the projects.
- Lieutenant Governor Gilchrist will be coming to GCC to meet with Dr. McNulty on July 16 for a “Walk and Talk.” Priorities for the college will be discussed. He is looking forward to this.

*Public Comment on
Topics Relating to GCC*

Chairman Lupino noted that on tonight’s agenda, **5.0** Public Comment on Agenda & Reports would be switched with **8.0** Public Comment on Topics Relating to GCC since there were community members wishing to speak on a specific topic.

Gina Movrich, Karen Damgard and others spoke regarding Administration’s decision to relocate the weight room to the aerobics room. Ms. Movrich teaches fitness classes in the aerobics room and would like continued access, as opposed to moving to another room at GCC. Chairman Lupino thanked them, told them they were heard, and the board would take all their concerns into consideration.

*New Business – Financial
Reports*

Mr. Chad Lashua, Vice President of Business Services, presented the May 2022 financial statements.

The General Fund Revenue and Expense Summary shows the college budget for fiscal year 2021-2022 and the activity through May 31, 2022. The revenues and expenditures are in-line with the budget and comparable to the previous fiscal year. The spring semester tuition and fees have been posted in both the current year and previous fiscal year. Revenues are at 84% of the budget, while expenditures are at 87% of the budget in the current year with a net revenue of (\$161,476).

The Balance Sheet shows assets and liabilities incurred through May 31, 2022. The accounts receivable – state aid is recorded in both the current and previous year and is comparable. The Accounts Receivable Tuition and Other balance is comparable to the previous year. The cumulative fund balance will continue to decrease over the remaining months of the fiscal year as expenditures and revenues balance out. The financials present a neutral position at the end of May 2022.

The Statement of Changes in Fund Balance shows the cumulative revenues and expenditures through May 31, 2022. The General Fund is recording a healthy fund balance. The fund balance in the Restricted Fund will increase by year end as the revenues are drawdown to match the expenditures. The auxiliary funds are recording positive fund balances for the current year with Mt Zion ski hill as the exception. Reminder that the Bookstore/Samson Canteen and Campus Suites had lost revenue recorded in the previous year that carried forward in their beginning fund balance amounts. The Snack Bar remains an inactive fund as it has consolidated with the Bookstore/Samson Canteen.

Included is a summary of COVID funding for the college. This report shows the COVID funding by category and line item through May 31, 2022. The columns compare the initial authorization to the amount expensed under each category for each of the three fiscal years so far affected by COVID. The total expense from the three years is compared to the total

authorization to show the remaining balance. All student funds have been expensed through the end of February 2022. There has been an automatic extension until June 30, 2023 for HEERF funds, with both the student and institutional portions. Board members had various questions regarding fund balances and scenarios presented at the Budget Workshop.

Motion made by Mr. Brown supported by Mr. Fitting, and carried, to approve the May 2022 financial statements and the payment of invoices, as presented.

*New Business – Consent
Agenda Items –
2022 Millage*

Mr. Lashua explained this is an extension of the Truth in Taxation Hearing. Gogebic Community College is authorized 1.5 mills as a statutory operating millage, along with a 20-year voted 1.5 mills. Due to the 2001 millage reduction fraction (Headlee) our operating millage will be reduced to 1.2990 mills and our 20-year millage will be reduced to 1.4841 mills. The current year taxable value increase will allow the College to collect an additional \$22,328 in revenue. Millage amounts to approximately 14.3% of the College's operating budget.

Motion made by Mrs. Beals, supported by Mr. Malloy, and carried, to approve the collection of 2.7831 mills for continued college operations, as presented.

*New Business – Consent
Agenda Items –
Preliminary 2022-2023
Budget*

Mr. Lashua presented the 2022-2023 preliminary budget to the board and explained that the preliminary operations budget is for the upcoming 2022-2023 fiscal year. The forecast is based on a 6% increase in State funding. The final budget will be brought forward once the State of Michigan finalizes appropriations.

Motion made by Mr. Brown, supported by Mr. Fitting, and carried, to accept the preliminary operations budget for the 2022-2023 fiscal year with the final budget forthcoming, as presented.

*New Business – Consent
Agenda Items – Resolution
to Seek Line of Credit for
State Anticipation
Funding*

Mr. Lashua will be sending out an RFP to seek a line of credit. Gogebic Community College annually seeks a Line of Credit to balance the cash flow of the institution during the calendar year when there is an absence of funding from the State of Michigan and property tax revenue has not been released.

Motion made by Mr. Burchell, supported by Mrs. Beals, and carried, to approve the Resolution to seek proposals for a new annual line of credit, as presented.

*New Business – Consent
Agenda Items – Bid
Approval – Janitorial
Services Contract*

Mr. Lashua explained that the 6-month extension on the current RNA Janitorial Services Contract with Gogebic Community College is set to expire on June 30, 2022. GCC sought bids for janitorial services and received one bid from RNA. Dr. McNulty thanked Mr. Lashua as well as Steve Spets, who worked on this as a project-based assignment to put it all together. Board members had various questions regarding cleaning schedules and equipment and supplies used.

Motion made by Mr. Malloy, supported by Mrs. Beals, and carried, to approve the bid from RNA Facilities Management, as presented.

*New Business – Consent
Agenda Items – Board
Policy Series 508 –
Addendum to Bidding –
First Read*

Mr. Lashua stated that upon analysis of Board Policy Series No. 508 – Bidding, the bid thresholds were changed to the existing policy that reflect current state of the economy and align with other community colleges in Michigan. The Compliance Committee is actively reviewing Board Policy and has reviewed the changes, as presented. Chairman Lupino would like to be informed about projects. Mr. Burchell stated he does not feel comfortable with the amount shown. Mrs. Beals mentioned a typo and with the correction she would support.

Motion made by Mr. Brown, supported by Mrs. Beals, and carried, to approve the first reading of Board Policy Series 508 – Bidding, as presented.

Roll call vote: Beals – Yes; Brown – Yes; Burchell – No; Fitting – No; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried* – 5 Yes, 2 No, 0 Absent.

*New Business – Consent
Agenda Items – Board
Policy Series 511 –
Addendum to Budget
Changes – First Read*

Mr. Lashua stated that upon analysis of Board Policy Series No. 511 – Budget Changes, policy titles were integrated, and language was updated and expanded to allow for greater flexibility within the approved budget. The Compliance Committee is actively reviewing Board Policy and has reviewed the changes, as presented.

Motion made by Mr. Kolesar, supported by Mr. Brown, and carried, to approve the first reading of Board Policy Series 511 – Budget Changes, as presented.

*New Business – Consent
Agenda Items – Annual
Auditing Services –
Rehmann*

Mr. Lashua explained that three years ago, Gogebic Community College solicited bids for a three-year contract for annual auditing services. Rehmann of Traverse City, MI was selected and approved by the board. This contract has now expired and due to time constraints, Rehmann is recommended to provide auditing services for the year ended June 30, 2022 in the amount of \$32,000. A new solicitation will be issued this year.

Motion made by Mr. Malloy, supported by Mr. Brown, and carried, to approve the annual auditing services of Rehmann for the year ended June 30, 2022 in the amount of \$32,000, as presented.

*New Business – Personnel
Items – MAHE Faculty
Appointment – English
Instructor*

Mr. Darrow reported that after searching and interviewing several potential candidates, the search committee recommends Dr. Andrew Burt for the position of English instructor. His start date will be August 15, 2022.

Motion made by Mr. Kolesar, supported by Mr. Fitting, and carried, to approve Dr. Andrew Burt for the position of English Instructor at the Initial Step of the MAHE scale, as presented.

*New Business – Personnel
Items – MAHE Faculty
Appointment – Nursing
Instructor*

Mr. Darrow reported that after searching and interviewing several potential candidates, the search committee recommends Ms. Lisa Hess for the position of Nursing Instructor. Her start date will be August 15, 2022.

Motion made by Mrs. Beals, supported by Mr. Malloy, and carried, to approve Ms. Lisa Hess for the position of Nursing Instructor at Step One of the MAHE scale, as presented.

*New Business – Personnel
Items – Non-Affiliated
Staff Resignation –
Director of Off-Campus
Operations*

Mr. Darrow stated that GCC is in receipt of a letter of resignation from Ms. Stacy Brey, Director of Off-Campus Operations. Ms. Brey has been in this position since August 2011. Her last day will be July 8, 2022. Chairman Lupino stated Ms. Brey was instrumental in developing the center in Houghton and that she has truly done a lot for the College.

Motion made by Mr. Malloy, supported by Mr. Burchell, with regret, and carried, to accept the resignation of Ms. Stacy Brey, Director of Off-Campus Operations, with authorization to search for a replacement, as presented.

*Discussion of Strategic
Plan –
Enrollment Management*

Dr. McNulty noted the board had been provided with the Strategic Enrollment Management 2022-23 Initiatives, which is a high-level overview. He again thanked the committee for their work.

Program Development

Mr. Darrow stated minutes from the meeting were sent to Chairman Lupino to share with the board. The group met and the board received a document on new program development

criteria. This is a validation process for bringing in new programs. Chairman Lupino thanked everyone for all they do in these areas.

*Public Comment on
Topics Related to GCC*

None

Other Business

Mr. Brown reported on the MCCA Spring II Board of Directors Meeting at Schoolcraft College in Livonia, MI on May 19-20, 2022. It was an excellent site for the meeting. He stated the program was very interesting and exciting. The focus was the strategic planning operation that is on-going for this year. He thanked the board for designating him as the representative with Mrs. Beals as the alternate and mentioned that GCC is very much respected there. Chairman Lupino stated that Mr. Brown has been the MCCA representative from GCC for 18 years and is very respected by community colleges throughout the state of Michigan. He thanked Mr. Brown for all he has done and for the report.

Chairman Lupino reminded everyone that next month's board meeting will be held on Tuesday, July 19, 2022 due to the MCCA Summer Conference in Traverse City, MI July 27-29.

Mr. Burchell requested a clarification on the RNA janitorial services contract that was approved on tonight's agenda. He stated the contract shows that "RNA shall supply all necessary equipment, tools, waxers, buffers, brooms, mops, buckets, and other equipment or tools necessary to the performance of the Services...such equipment and tools shall be the property of RNA...upon termination of this Contract, RNA shall be allowed to remove all such equipment and tools in a timely fashion." Mr. Lashua stated this should have been removed as it was part of the negotiations. Mr. Burchell mentioned that the contract also states that RNA will provide all supplies necessary. He stated the contract should be presented to the board correctly so they know what is being voted on. Mr. Lashua will resend to the board.

*Closed Session –
MESPA Contract*

At 8:02 pm it was moved by Mr. Burchell and supported by Mr. Brown that the Board move into Closed Session to discuss matters exempt from disclosure. Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Yes; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried – 7 Yes, 0 No, 0 Absent.*

Return to Regular Session

Moved by Mr. Brown and supported by Mr. Malloy that the meeting return to Regular Session. Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Absent; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried – 7 Yes, 0 No, 0 Absent.* The meeting returned to Regular Session at 8:46 pm.

*Action from Closed
Session*

Moved by Mrs. Beals, supported by Mr. Brown, and carried, to accept the MESPA contract, as presented.

*Closed Session –
President's Evaluation*

At 8:48 pm it was moved by Mr. Brown and supported by Mr. Fitting that the Board move into Closed Session to discuss matters exempt from disclosure. Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Yes; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried – 7 Yes, 0 No, 0 Absent.*

Return to Regular Session

Moved by Mr. Brown and supported by Mr. Malloy that the meeting return to Regular Session. Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Absent; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried – 7 Yes, 0 No, 0 Absent.* The meeting returned to Regular Session at 10:02 pm.

Adjournment

Moved by Mr. Brown, supported by Mr. Fitting, and carried, that the meeting be adjourned.
The meeting was adjourned at 10:02 pm.

John J. Lupino, Chairman

Susan Beals, Secretary

*Next GCC Board of
Trustees Regular Meeting*

Tuesday, July 19, 2022 at 6:00 pm – Upper Level of the Lindquist Student and
Conference Center.