



Board of Trustees Meeting- MINUTES

October 9, 2025, 8:00 a.m. in the Boardroom

TRUSTEES PRESENT

- Bruce Gosling, Chairperson
- Carol Higgins, Vice-Chairperson
- Kimberlee Bontrager, Treasurer
- Rod Lopez, Secretary
- P. Joseph “Joe” Haas, Trustee
- Richard “Rick” Cordes, Trustee

TRUSTEES ABSENT

- Elizabeth Datkovic, Trustee

OTHERS PRESENT

- Dr. Bryan Newton, President
- Dr. Adam Cloutier, Vice-President of Academics
- Tonya Howden, Vice-President of Student Services
- Dr. Tracy Labadie, Vice-President of Finance & Administration
- Jamie Yesh, Executive Director of Human Resources
- Dr. Nathan Frantz, Professor
- Lanre Ajayi, Dean of Advanced Technologies & Public Service
- Chad Smoker, WBET
- Diane Zinsmaster, Recording Secretary

1. CALL MEETING TO ORDER

Chairperson Bruce Gosling called the meeting to order at 8:00 a.m. in the boardroom.

2. APPROVAL OF AMENDED AGENDA

**Motion by Higgins, second by Cordes, to approve the amended agenda (addition of Item #13C).
Motion carried.**

3. MOMENT of SILENCE

4. INTRODUCTION of NEW EMPLOYEES

No new employees at this time.

5. INTRODUCTION of ATTENDEES

Everyone introduced themselves.

6. FOCUS TOPIC: THE SCIENCES @ GOCC – DR. NATHAN FRANTZ

Dr. Adam Cloutier introduced Dr. Nathan Frantz, Professor. Dr. Frantz gave a brief PowerPoint presentation where he gave highlights from the science programs at Glen Oaks. The science team consists of: Dr. Sara Birch, Dr. Ren Hartung, Dr. Nathan Frantz, Professor Jeff Hucko, Professor Sara Main, Professor Michael Sandelin, Ken Morford, Zeeshan Ahmed, Jen Gray, Jonathan Wessel, and Andrew Vanden Huevel. Dr. Frantz gave an update on the curriculum changes and shared that the

curriculum going forward will be: “pathway” focused, no singular “right” way, and flexible to allow for future growth. Glen Oaks offers high-quality education through hands-on experience and classroom technology. Dr. Frantz said he was pleased that among other things we have refreshed program objectives, cross-college, and community connections. In the future he said we plan to develop new courses, revitalize student driven research, increase community outreach, and also develop hybrid/online/evening courses.

Chairperson Gosling thanked Dr. Frantz for the very informative update. Keep up the great work!

7. APPROVAL of SEPTEMBER 11, 2025, BOARD of TRUSTEES MEETING MINUTES
Motion by Haas, second by Higgins to approve the September 11, 2025, minutes as presented.
Motion carried.

8. TREASURER’S REPORT

Dr. Tracy Labadie, Vice-President of Finance & Administration, gave the unaudited October 2025 Treasurer’s Report for the period ending September 30. She stated the State passed the Budget earlier this week and Governor Whitmer has signed it. The budget reflects a 2.1% increase over last year, and we were very close to that figure in our planning. She also gave a brief update on the Federal Shutdown at this time and stated that we are currently doing well, but depending upon how long that shutdown lasts, it may impact the ability to draw down on our USDA loan for the south side renovation project.

Total YTD Revenue composition FY 2025 as of September 30, 2025:

Property Tax	21%	\$783,958	State Funds Revenue	1%	\$48,288
Tuition Revenue	50%	\$1,911,102	Fee Revenue	13%	\$479,522
Student Housing	8%	\$291,646	Interest Income	0%	\$20,960
Misc. Income	7%	\$251,206			

September 30 YTD Operating Expenses:

Equipment	\$7,576	Other Operating Expenses	\$11,026
Travel/PD	\$118,599	Professional Services	\$114,524
Material & Supplies	\$98,747	Promotion/Publication	\$84,921
Scholarship	\$104,367	Maintenance Contracts	\$771,728
Maintenance/repairs	\$31,787	Insurance	\$60,277
Utilities	\$100,344		

The Treasurer’s Report will be filed pending audit.

9. AUDIT / FINANCE COMMITTEE UPDATE

Ms. Bontrager stated that the committee has a meeting scheduled in November to meet with the auditors.

10. STATE / NATIONAL LEGISLATIVE UPDATE

President Newton stated that he anticipates that he will get more information about the budget at tomorrow’s MCCA Presidents Meeting. Stay tuned, he will share more information as it becomes available. He stated that the Reconnect and Michigan Achievement guarantee were both fully funded in the budget. He shared that a dual enrollment task force has been created and he expects they will learn more about this in upcoming months. President Newton also gave very brief update on the Going Pro grants and stated that the program does still exist but it may be a bit more challenging to secure those funds.

11. VISITOR COMMENTS

None

12. DISCUSSION ITEMS

None

13. ACTION ITEMS

A) APPROVE DR. TRACY LABADIE for ADMINISTRATIVE/SIGNATORY PURPOSES on COLLEGE BANK ACCOUNTS

Motion by Bontrager, seconded by Higgins, to approve Dr. Tracy Labadie be added to all the college's bank accounts for administrative and signatory purposes.

ROLL CALL VOTE:

VOTING AYE: Haas, Cordes, Lopez, Higgins, Bontrager and Gosling

VOTING NAY: None

ABSENT: Datkovic

MOTION: Carried

B) APPROVE FIVE-YEAR CAPITAL OUTLAY PLAN for 2026-2030

Motion by Bontrager, seconded by Haas, to approve the Five-Year Capital Outlay Plan for 2026-2030 as presented.

ROLL CALL VOTE:

VOTING AYE: Cordes, Haas, Lopez, Bontrager, Higgins and Gosling

VOTING NAY: None

ABSENT: Datkovic

MOTION: Carried

C) APPROVE LOCAL STRATEGIC VALUE

Motion by Higgins, seconded by Cordes, to approve the Local Strategic Value 2025 submission to the State as presented and certify that Glen Oaks does meet the best practice standards required for State Appropriations pursuant to Section 230(2) of the State School Aid Act (MCL.338.1830)

ROLL CALL VOTE:

VOTING AYE: Bontrager, Haas, Lopez, Cordes, Higgins and Gosling

VOTING NAY: None

ABSENT: Datkovic

MOTION: Carried

14. ADMINISTRATIVE REPORTS

A) VICE-PRESIDENT of ACADEMICS – DR. ADAM CLOUTIER

Dr. Cloutier stated he was pleased to report that the Michigan Board of Nursing has reviewed our report and has given us continued approval for our nursing program through 2034! He shared that our updates to the phlebotomy program were officially approved. He gave a brief update on Workforce Development and stated that we have completed 14 training classes for 15 different companies over 6-week timeframe for a total of 107 employees. Dr. Cloutier gave an update on the ongoing work being done behind the scenes for a possible CDL program which involves the Sturgis Planning Commission, and then when the final plan is ready, it will go to the Sturgis City Commission for official approval.

B) VICE-PRESIDENT of STUDENT SERVICES – TONYA HOWDEN

Ms. Howden gave an enrollment update:

	Fall 2024	Fall 2025	Change
Headcount	1261	1309	48 / 4%
Credit Hours	10,669	11,529	860 / 8%
FTEs	711	768	57 / 8%
New to GOCC	262	318	56 / 21%

She said she was very pleased with the demographic breakdown of 47% high school students and 53% traditional students. She stated that the new Dean of Student Engagement is scheduled to start on October 29th. She shared that we are doing interviews this week for the Men’s head basketball coach position and will be posting soon for the assistant director of student housing position. Ms. Howden shared that on October 29th from 6:00 – 8:00 p.m. housing and student activities will be holding a trick-or-treat event. The Student Government will be offering a “Haunted Trails” event on GOCC trails in the woods for a small fee as this will be a fundraiser event.

C) VICE-PRESIDENT of FINANCE & ADMINISTRATION– DR. TRACY LABADIE

Dr. Labadie stated the auditors have completed their field work and they will meet with the Audit & Finance Committee in November to review the audit and then will attend the November 20th Board of Trustees Meeting to present the audit to the board. She shared that our diligence in I.T. training is paying off and that she was pleased to report that no employees clicked on any of the phishing attempts that were made in the last 3 months. She gave a brief update on the renovation project and said things are moving along very nicely. They anticipate having the work in the Nora Hagen Theatre completed in mid-December. The steel framing is going up on the exterior walls now and the new windows for the concourse will be completed soon. They anticipate having the roof repair over the gym done by the end of the month.

D) EXECUTIVE DIRECTOR of HUMAN RESOURCES – JAMIE YESH

Gave a brief update on the position searches, interviews, and resignations/retirements.

E) EXECUTIVE DIRECTOR of COMMUNICATIONS & MARKETING – DENISE DEVRIES

Out of office, attending a conference.

F) EXEC. DIR. of INSTITUTIONAL PLANNING, ASSESSMENT & RESEARCH – DR. TAMMY RUSSELL

Out of office.

G) PRESIDENT NEWTON

President Newton stated that the 60th Anniversary celebration event was a very nice family event and well attended. Kudos to all those that helped to make that possible. He shared that Dr. Cloutier and he are continuing to meet with Beacon Hospital to collaborate on a new RAD Tech Program and will meet with Sturgis Foundation to ask for some help to fund items for the new program which is targeted to start in Fall of 2026. He shared that Dr. Cloutier and he recently attended the ag conference in Wisconsin which was very informative and productive. They learned more information about the use of drones in agriculture, precision farming, and several other topics. He stated that there was a very successful apprenticeship meeting held and 33 people attended. He shared that Bruce Gosling, Rick Cordes, and he will be attending the ACCT Leadership Conference at the end of October in New Orleans.

15) CLOSED SESSION

None

16) ADJOURNMENT

Motion by Cordes, second by Lopez to adjourn. Chairperson Bruce Gosling adjourned the meeting at 9:29 a.m.

Next Board Meeting: November 20, 2025

Bruce Gosling
Chairperson, Board of Trustees

Rod Lopez
Secretary, Board of Trustees