



Board of Trustees Meeting - MINUTES

March 13, 2025 @ 8:00 a.m. in the Boardroom

TRUSTEES PRESENT

- Bruce Gosling, Chairperson
- Carol Higgins, Vice-Chairperson
- Rod Lopez, Secretary
- Elizabeth Datkovic, Trustee
- P. Joseph “Joe” Haas, Trustee

TRUSTEES ABSENT

- Kimberlee Bontrager, Treasurer
- Richard “Rick” Cordes, Trustee

OTHERS PRESENT

- Dr. Bryan Newton, President
- Dr. Adam Cloutier, Vice-President of Academics
- Jennifer Dodson, CFO/Controller
- Jamie Yesh, Exec. Director of Human Resources
- Denise DeVries, Exec. Director of Communications & Marketing
- Trista Nelson, Director of Learning Commons
- Kristine Stevens, Director of Business Outreach Services
- Dr. Tammy Russell, Executive Director of Institutional Planning, Assessment & Research
- Sara Birch, Dean of Health & Natural Sciences
- Lanre Ajayi, Dean of Advanced Technologies & Public Service
- Joel Mishler, Director of Athletics/Fitness Center
- Barb Murk, IR Assistant
- Robert Tomlinson, Three Rivers Commercial-News
- Diane Zinsmaster, Recording Secretary

1. CALL MEETING TO ORDER

Chairperson Bruce Gosling called the meeting to order at 8:01 a.m. in the boardroom.

2. APPROVAL OF AGENDA

Motion by Higgins, second by Lopez to approve the Agenda as presented. Motion carried.

3. INTRODUCTION of ATTENDEES

Everyone introduced themselves.

4. MOMENT of SILENCE

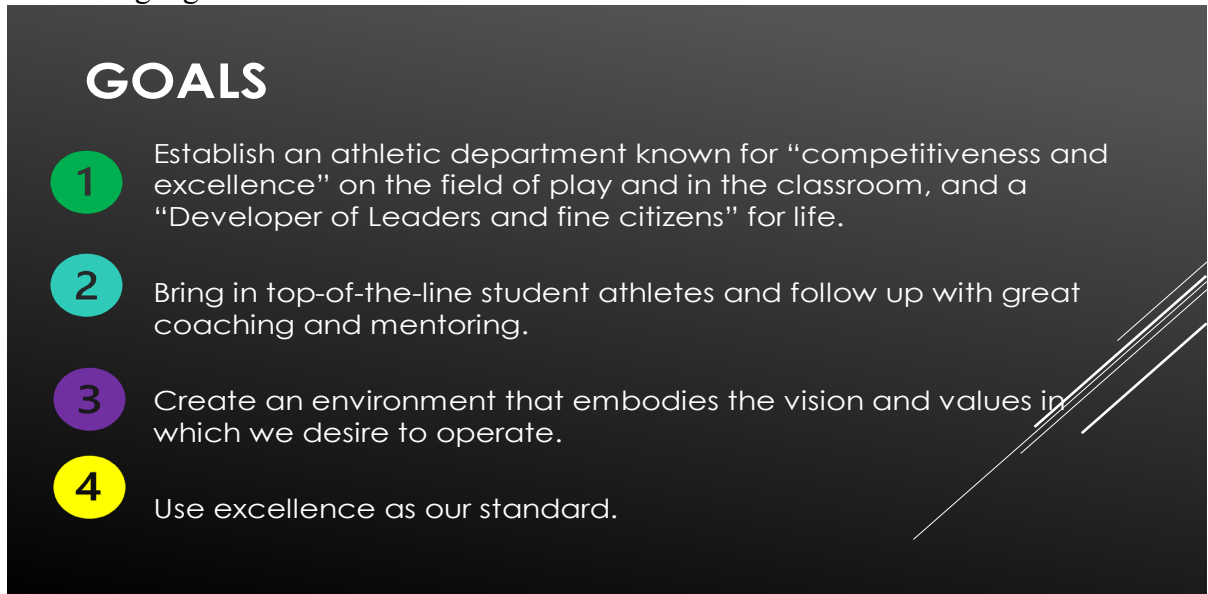
To celebrate the sunshine and warm weather.

5. APPROVAL of FEBRAURY 13, 2025, BOARD of TRUSTEES MEETING MINUTES

Motion by Haas, second by Lopez to approve the February 13, 2025, Board of Trustees Meeting minutes as presented. Motion carried.

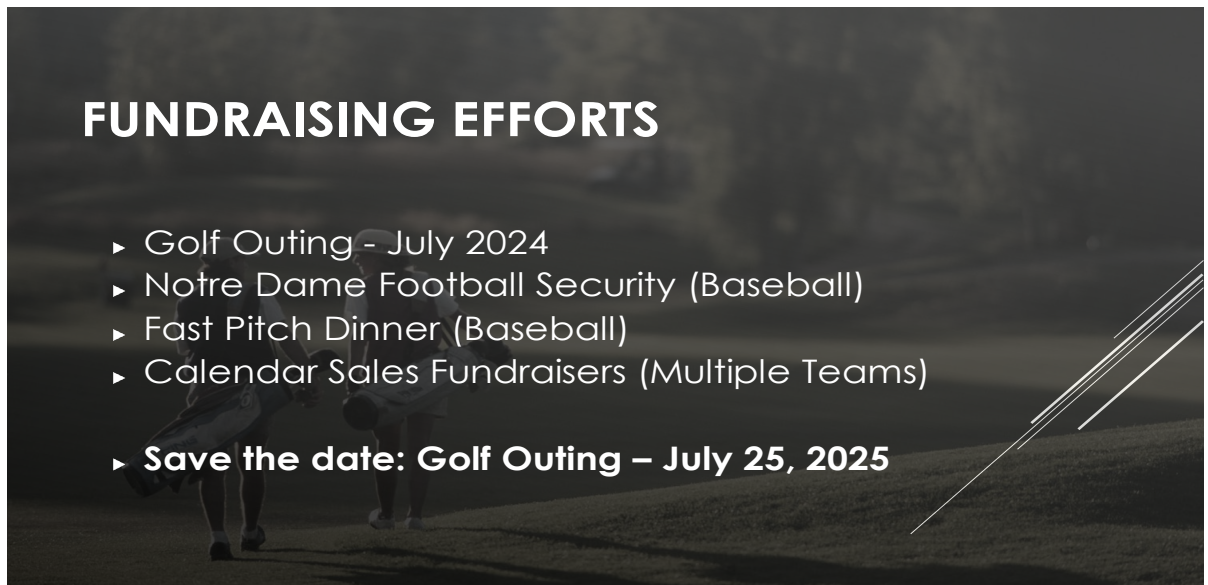
6. FOCUS TOPIC: ATHLETIC UPDATE – JOEL MISHLER

Joel Mishler, Athletic Director, gave a brief PowerPoint presentation. Several highlights included:



GOALS

- 1 Establish an athletic department known for “competitiveness and excellence” on the field of play and in the classroom, and a “Developer of Leaders and fine citizens” for life.
- 2 Bring in top-of-the-line student athletes and follow up with great coaching and mentoring.
- 3 Create an environment that embodies the vision and values in which we desire to operate.
- 4 Use excellence as our standard.



FUNDRAISING EFFORTS

- ▶ Golf Outing - July 2024
- ▶ Notre Dame Football Security (Baseball)
- ▶ Fast Pitch Dinner (Baseball)
- ▶ Calendar Sales Fundraisers (Multiple Teams)
- ▶ **Save the date: Golf Outing – July 25, 2025**

Chairperson Gosling thanked Mr. Mishler for the presentation.

President Newton stated that Joel has submitted his official notice of retirement and he plans to retire at the end of June 2025. He thanked Joel for all that he has done for the athletics program and said that we certainly wish him all the best.

7. TREASURER’S REPORT

Jennifer Dodson, CFO/Controller, gave the unaudited February 2025 Treasurer’s Report. Total revenues year to date were \$11,004,523 (\$162,646 increase from last year (67.5%). Expenses year to date were \$10,706,954, a \$590,313 increase over last year (65.6% compared to 64.7% last year). Property Tax Revenue – to date is \$3,786,140 (52.1%). State Funds Revenue – we began receiving state appropriation payments in October. There will be eleven equal payments.

We received a Personal Property Tax (PPT) reimbursement payment of \$459,094.14. Last October we received \$486,589.91 in PPT. Tuition Revenue is \$3,302,230 (100.8%). This is an increase of \$243,757 from last year. Fee Revenue is \$845,172 (94%), an increase of \$52,442. Student Housing is \$550,755 (89.7%). Remaining revenue sources – (interest, misc., student organizations and facilities rental income) totaled \$122,764. Payroll & Fringe benefits were \$6,901,506 through February, representing 65.6% of the budget compared to 56.2% last year. Utilities and Insurance expenses were \$358,552, an increase of \$58,613 from last year. Maintenance & repairs were \$884,119 which is a \$264,459 increase from the prior year. The increase is due to us changing how we are recording prepaids. Instead of prorating, we are expensing so departments can view budget to date and know where they stand at any given time. Scholarship expenses – \$222,240 as of February. Promotion & Publications expenses were \$216,677 (62.5%). Materials & Supplies were \$386,199, which is \$199,715 increase over prior year. The increase is due to us changing how we record subscriptions. Instead of prorating we are expensing it so departments can view their budget to date and know where they stand at any given time. Professional Services expenses were \$355,826 at the end of February (41.6% of budget). Travel & Professional Development expenses were \$221,822, which is 50.2% of the budget compared to 42.2% last year. Other Operating expenses were \$75,099 and represents 31% of the budget. Equipment expenses total \$18,248 as of February. The Treasurer’s Report will be filed pending audit.

8. AUDIT / FINANCE COMMITTEE UPDATE

The committee will be meeting within the next several weeks.

9. STATE / NATIONAL LEGISLATIVE UPDATE

President Newton gave a brief legislative update. Jamie Yesh gave a brief update on the Earned Sick Time Act and distributed a handout. She shared some highlights of what has changed with the law.

10. VISITOR COMMENTS

None

11. DISCUSSION ITEMS

None

12. ACTION ITEMS

A. Approve GOSSE Collective Bargaining Agreement

Motion by Higgins, second by Datkovic to approve the contract between GOSSE and the Glen Oaks Community College Board of Trustees for 2025-2026 as presented.

ROLL CALL VOTE:

VOTING AYE: Haas, Lopez, Higgins, Datkovic and Gosling

ABSENT: Bontrager and Cordes

VOTING NAYE: None

MOTION: Carried

B. Approve 2027-28 Academic Calendar

Motion by Datkovic, second by Haas to approve the 2027-2028 Academic Calendar as presented.

MOTION: Carried

C. Approve 2025-26 Course Fees Policy 314

Motion by Haas, second by Higgins to approve the 2025-26 Course Fees Policy 314 as presented.

MOTION: Carried

13. ADMINISTRATIVE REPORTS

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

Dr. Cloutier stated that they have been busy working on catalog and curriculum updates. He shared that we will be deactivating several courses, making some major revisions to machinery curriculum, and redeveloping an older program to bring it back to life. He stated that we have recently had several advisory board meetings in partnership with the ISD which highlighted shared CIS curriculums. Dr. Cloutier said he was very pleased to share that we have a draft agreement with WMU and the ISD for a teacher/educator partnership pathway. He gave kudos to the GOCC health sciences team for the successful BACC Health Fair. E-sports had another great season!

B) VICE-PRESIDENT of STUDENT SERVICES – TONYA HOWDEN

Out of office

C) CFO/CONTROLLER – JENNIFER DODSON

Ms. Dodson stated that she is working on the budget and will present the preliminary budget at the April board meeting. She has also been working on the annual reporting for FY 2024.

D) EXECUTIVE DIRECTOR of COMMUNICATIONS & MARKETING – DENISE DEVRIES

Ms. DeVries gave an update on the catalog and website update. The catalog will be going live on April 11th. She gave an update on all the upcoming planned inauguration events: fundraiser reception, employee/retiree appreciation luncheon, fun students luncheon, “Day of Service” and inauguration ceremony. Lots of activity and things have been very busy in the communications department with press and social media releases and on the inauguration website page. The 12 reasons for giving have been kicked off to help show support for the Foundation.

E) DIRECTOR of BUSINESS OUTREACH – KRISTINE STEVENS

Ms. Stevens stated that she had just come from a TRIDA meeting this morning. She gave an update on the upcoming customized training that she has been working on. The Going Pro Grant next round will open on April 14th and close on April 2nd. The area businesses will find out in June if they will receive funding approval for that. She gave kudos to Jeff Coney and Lynn Page and said that they have been very helpful with the process of getting the word out to area businesses and she appreciates that. She said that she has also been looking into some possible short term course offerings such as CDL program, Excel, QuickBooks, and AI. She said she is continuing to go out and meet with area businesses to find out what their true needs are so she can assist them better.

F) FOUNDATION DIRECTOR – VONDA MARROW

Out of office

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

Dr. Russell gave a brief update on IPEDS and said that she was pleased to report that we have a 43% graduation rate, which is our highest in 15 years! She believes that students coming in with DE credit attribute to that rate as that increases the likelihood of students graduating. She shared that we will most likely start to see the trickle down effects from the cuts that have recently been made within the Department of Education. She said she is working on the stakeholder insight survey which will play into our strategic planning. She said the IR review board has a meeting today. EPT “Adopt a Highway” is April 12th and the EPT induction is also coming up soon.

H) EXECUTIVE DIRECTOR of HUMAN RESOURCES – JAMIE YESH

Ms. Yesh stated that we have been actively recruiting for VP of Finance & Academics and have interviews scheduled with 3 potential candidates. She said we have had several internal transfers: Dan Scott is now the cashier, and with Anne Fries (nursing department) upcoming retirement Clarice Green (academics) has accepted that position. We have open positions for STEM Camp Instructors (June 16-18), and also for Clarice's position in academics.

D) PRESIDENT NEWTON

President Newton said that he was pleased to officially report that we did receive our reaffirmation for accreditation and he wanted to thank Dr. Cloutier, and everyone else that was involved to help make that happen. He shared that we have chosen to continue with the Standard Pathway and that we will have a lot of work to do to get ready for our next cycle. For the Standard Pathway; they visit every four years and it keeps the rigor and accountability level high. He gave an update on the recent awards that several of our PTK Chapter recently received – Kudos to Ben Fries, Sarah Henry, and Anne Springsteen! He shared that one of our staff tragically lost a family member last evening and asked everyone to please keep them and their family in your thoughts and prayers.

14. CLOSED SESSION

None

15. ADJOURNMENT

Motion by Datkovic, second by Higgins to adjourn. Chairperson Bruce Gosling adjourned the meeting at 9:39 a.m.

Next Board Meeting:

- **Thursday, April 10, 2025, 8:00 a.m. in the Boardroom.**

Bruce Gosling

Chairperson, Board of Trustees

Rod Lopez

Secretary, Board of Trustees