



Board of Trustees Meeting- MINUTES

April 10, 2025 @ 8:00 a.m. in the Boardroom

TRUSTEES PRESENT

- Carol Higgins, Vice-Chairperson
- Kimberlee Bontrager, Treasurer
- Rod Lopez, Secretary
- Elizabeth Datkovic, Trustee
- Richard “Rick” Cordes, Trustee

TRUSTEES ABSENT

- Bruce Gosling, Chairperson
- P. Joseph “Joe” Haas, Trustee

OTHERS PRESENT

- Dr. Bryan Newton, President
- Dr. Adam Cloutier, Vice-President of Academics
- Jennifer Dodson, CFO/Controller
- Tonya Howden, Vice-President of Student Services
- Jamie Yesh, Exec. Director of Human Resources
- Denise DeVries, Exec. Director of Communications & Marketing
- Sara Birch, Dean of Health & Natural Sciences
- Lanre Ajayi, Dean of Advanced Technologies & Public Service
- Dr. Ren Hartung, GOCC Professor
- Barb Murk, IR Assistant
- Greg Dedes, Frederick Construction
- Matt Hiemstra, Frederick Construction
- Robert Tomlinson, Three Rivers Commercial-News
- Diane Zinsmaster, Recording Secretary

1. CALL MEETING TO ORDER

Vice-Chairperson Carol Higgins called the meeting to order at 8:00 a.m. in the boardroom.

2. APPROVAL OF AGENDA

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

3. INTRODUCTION of ATTENDEES

Everyone introduced themselves.

4. MOMENT of SILENCE

Thoughts go to those who were impacted by recent severe storms.

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

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

6. FOCUS TOPIC: RENOVATION UPDATE – GREG DEDES, FREDERICK CONSTRUCTION

Greg Dedes and Matt Hiemstra from Frederick Construction gave a brief update on the renovation project. The job site superintendent is Colby so please feel free to stop by and talk with him. Mr. Hiemstra stated that there have been several small adjustments to the design. He stated that with all their job sites; safety is their top priority and he was pleased to report that there have not been any issues on the jobsite. On-site inspections are done every day and that has helped greatly so that they can stay ahead of the curve. There are three phases in this project;

- 1) D-Wing and the upper level of the Nora Hagen Theatre and the target end date is September 12, 2025.
- 2) B-Wing, weight room, gym, locker rooms and lower level . The target end date is September 28, 2025.
- 3) The exterior cladding has a target end date of January 2, 2026.

There have been 52 RFI's and 38 Change Orders thus far. Mr. Dedes stated that overall things for the renovation project have been going very smoothly.

7. TREASURER'S REPORT

Jennifer Dodson, CFO/Controller, gave the unaudited March 2025 Treasurer's Report. Total revenues year to date were \$13,387,110 (\$55,4989 increase from last year (82.2%). Expenses year to date were \$12,103,493, a \$328,282 increase over last year (74.2% compared to 73.5% last year). Property Tax Revenue – to date is \$5,764,048 (79.3%). 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 \$3,360,361 (102.6%). This is an increase of \$251,659 from last year. Fee Revenue is \$853,420 (94.9%), an increase of \$69,210. Student Housing is \$550,755 (89.7%). Remaining revenue sources – (interest, misc., student organizations and facilities rental income) totaled \$160,265. Payroll & Fringe benefits were \$7,898,464 through March, representing 75.1% of the budget compared to 74.5% last year. Utilities and Insurance expenses were \$407,066, an increase of \$71,612 from last year. Maintenance & repairs were \$914,150 which is a \$220,836 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 – \$243,291 as of March. Promotion & Publications expenses were \$254,880. Materials & Supplies were \$415,017, which is \$206,684 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 \$385,098 at the end of March (45.1% of budget). Travel & Professional Development expenses were \$242,479, which is 54.8% of the budget compared to 50% last year. Other Operating expenses were \$116,706 and represent 48.2% of the budget. Equipment expenses total \$26,342 as of March. The Treasurer's Report will be filed pending audit.

8. AUDIT / FINANCE COMMITTEE UPDATE

Ms. Bontrager stated that the A/F Committee met last week and supports what is being brought forth today for consideration.

9. STATE / NATIONAL LEGISLATIVE UPDATE

President Newton stated that we don't know what the impact of the downsizing of the U.S. Department of Education will be for Glen Oaks. That is the department that is responsible for overseeing the processing of student financial aid applications, and for the disbursement of student financial aid. At this time, it appears those services will be moved to other U.S. departments. The

House is Republican and State Senate is Democrat so only two bills have successfully passed through. Currently there is a proposed bill pertaining to how dual enrollment is funded. MCCA supports the bill. President Newton stated that we will continue to watch and will share more information as it becomes available.

10. VISITOR COMMENTS

None

11. DISCUSSION ITEMS

None

12. ACTION ITEMS

A. Approve Preliminary Budget for 2025-26

Motion by Cordes, second by Datkovic to approve the preliminary budget for 2025-26 as presented.

ROLL CALL VOTE:

VOTING AYE: Bontrager, Lopez, Cordes, Datkovic and Higgins

ABSENT: Gosling and Haas

VOTING NAYE: None

MOTION: Carried

B. Approve Tuition & Fees for 2025-26

Motion by Bontrager, second by Cordes to approve the Tuition & Fees for 2025-26 as presented.

In-District \$139

Service Area \$171

In-State \$207

Out-of-State \$244

International \$294

Which reflects a 3% increase.

ROLL CALL VOTE:

VOTING AYE: Datkovic, Lopez, Bontrager, Cordes and Higgins

ABSENT: Gosling and Haas

VOTING NAYE: None

MOTION: Carried

C. Approve Policy 181 Other Requests for Information

Motion by Cordes, second by Lopez to approve Policy 181 Other Requests for Information as presented.

MOTION: Carried

13. ADMINISTRATIVE REPORTS

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

Dr. Cloutier gave a brief update on curriculum changes. Motorcycle safety classes will begin April 26th. IIA Grant has 5 pathways: teaching, social work, business, criminal justice, and psychology. Student Achievement Awards are on April 30th at 12:00 noon on the concourse and everyone is invited. At the most recent Faculty Forum; Melissa Blair and Lisa Cripe did a “barbie triage,” Michelle McNamara gave an update on AI, and Nathan Frantz gave science updates. He shared that he has meeting with Ferris State University on Friday to work on additional pathways.

B) VICE-PRESIDENT of STUDENT SERVICES – TONYA HOWDEN

Ms. Howden stated that we are currently registering for summer semester. She gave kudos and congratulations to Ben Fries, Sarah Henry, Anne Springsteen, and student Natalie Hughey as they all won awards at the recent PTK Conference that was held in Kansas City. Way to go! She shared that she is working on small projects grant and also working with MCAN on a direct admissions plan. She gave an update on the “Aim to Complete” grant and said that over 170 completed the survey and that GOCC scored higher than 6 in every category so she was very pleased with that. That data proves that we are helping to make difference. She said like all other colleges we have noticed a slight increase in fraudulent student cases and student services have implemented some new procedures which are working very well. She said that we are in the process of conducting the 2nd round interviews for the athletic department assistant and the athletic director was just officially posted.

C) CFO/CONTROLLER – JENNIFER DODSON

Ms. Dodson stated that she is working to finalize the budget for 2025-26.

D) EXECUTIVE DIRECTOR of COMMUNICATIONS & MARKETING – DENISE DEVRIES

Ms. DeVries gave an update on the new website. She said the framework and navigation pages have been built. There are currently 500 pages and she hopes to condense it down by 25%. They are working on each page template and making it more user friendly by putting more information on each page and making them more accessible. She is very thankful for Eric and the rest of the I.T. staff as they have been very helpful in the process. She stated that the photographer will be on campus on April 30th to take some fun, candid pictures of students.

E) DIRECTOR of BUSINESS OUTREACH – KRISTINE STEVENS

Out of office.

F) FOUNDATION DIRECTOR – VONDA MARROW

Ms. Marrow stated that she wanted to thank everyone who attended that President’s Inauguration Reception. The Foundation is in the process of developing their first ever “Day of Giving” which will be for an eight hour period on a day in June, to help raise unrestricted funds. The Foundation is working on their 2025-26 budget. The scholarship committee will meet next week to start the awarding process for 2025-26.

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

As Dr. Russell was out of the office; Dr. Cloutier gave a brief update and shared that the HLC institutional update was submitted two weeks ago. He stated that IR has been very helpful redesigning the course evaluation process and course assessment program.

H) EXECUTIVE DIRECTOR of HUMAN RESOURCES – JAMIE YESH

Ms. Yesh stated that Anne Fries retired from the nursing department office and that Clarice Green has accepted that position, so we now have a vacant position in the academics area. She stated that the 2nd round of interviews for the Vice-President of Finance and Administration will be completed soon. We are working to fill the STEM Camp positions, and she said she was pleased to report that there has been a lot of interest in the career and transfer position.

I) PRESIDENT NEWTON

President Newton said that the strategic planning process is continuing and the next meeting will be April 25th with consultant Dr. Sarah Guy who will help us put a preliminary plan together. The community survey is out there to collect feedback and that will help with our planning process. He stated that leadership held its 1st Town Hall Meeting for employees last month which provided an

opportunity to share information and answer questions. He said the goal is to do this once a semester. He shared that we will be hosting several public meetings asking for input on what the ag community and public would like to see in a possible Center for Rural Sustainability. Sally Baldwin was inducted into the Arts Hall of Fame and over 50 people attended the event. Kudos to Professor Michael Northrop for planning and organizing the event. He shared that Dr. Cloutier, Professor Burch and he attended the HLC Conference in Chicago. It was a packed house and they learned a lot. The AACC is next week in Nashville and he will be one of the three presenters on a session that talks about new college presidents. Dr. Cloutier and Ms. Howden will also be attending the AACC in Nashville.

14. CLOSED SESSION

None

15. ADJOURNMENT

Motion by Bontrager, second by Cordes to adjourn. Vice-Chairperson Carol Higgins adjourned the meeting at 9:39 a.m.

Next Board Meeting:

- **Thursday, May 15, 2025, 8:00 a.m. in the Boardroom.**

Carol Higgins

Vice-Chairperson, Board of Trustees

Rod Lopez

Secretary, Board of Trustees