



Board of Trustees Meeting- MINUTES

May 9, 2024 @ 8:00 a.m. in the Boardroom

TRUSTEES PRESENT:

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

TRUSTEES ABSENT:

- Rod Lopez, Secretary
- Elizabeth Datkovic, Trustee

OTHERS PRESENT:

- Dr. David H. Devier, President
- Adam Cloutier, Vice-President of Academics
- Tonya Howden, Vice-President of Student Services
- Jennifer Dodson, CFO/Controller
- Denise DeVries, Exec. Director of Communications & Marketing
- Kristine Stevens, Director of Business Outreach Services
- Jamie Yesh, Director of Human Resources
- Sara Birch, Dean of Health & Natural Sciences
- Lanre Ajayi, Dean of Advanced Technologies & Public Service
- Vonda Marrow, Foundation Director
- Barb Murk, IR Assistant
- Grace Blanchard, 2024-25 GOCC Presidential Scholarship recipient
- Graeme Herald, 2024-25 GOCC Presidential Scholarship recipient
- Robert Tomlinson, Three Rivers Commercial-News
- Diane Zinsmaster, Recording Secretary

1. CALL MEETING TO ORDER

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

2. APPROVAL OF AGENDA

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

3. INTRODUCTION of ATTENDEES

Everyone introduced themselves.

4. MOMENT of SILENCE

Thoughts and prayers are being sent to those impacted from the recent tornado, and also in honor of the newest addition to Trustee Haas family.

5. APPROVAL of APRIL 11 & APRIL 25, BOARD MEETING MINUTES

Motion by Higgins, second by Bontrager to approve the April 11 & April 25 Board of Trustees meeting minutes as presented. Motion carried.

6. FOCUS TOPIC:

President Devier introduced the 2024-25 Presidential Scholarship recipients: Grace Blanchard from Otsego and Graeme Herald of Sturgis. Chairperson Gosling welcomed them and thanked them for coming to the meeting. President Devier announced the following students are also Presidential Scholarship recipients but were unable to attend the meeting this morning due to busy schedules at their respective high schools: Brealyn Lasky from Bronson, Graciela Parker from Central Noble HS, Kendalyn Bernheisel from Centreville, Cassis Parham from Lakeland, Corbin White from Lakeland Park Christian, Clair Evans from Three Rivers.

7. TREASURER'S REPORT

Jennifer Dodson, CFO/Controller, gave the unaudited April 2024 Treasurer's Report. Total revenues year to date were 14,510,532 (\$1,615,001 increase from last year (93%). Expenses year to date were \$12,831,455, a \$1,256,276 increase over last year (82.2% compared to 82.5% last year). Property Tax Revenue to date is \$6,755,925 or 102.7% of budget. This is an increase of \$797,012 from last year due to the increase in revenue we were scheduled to receive. State Funds Revenue – we began receiving state appropriation payments in October. There will be eleven equal payments of \$254,736. We received a Personal Property Tax (PPT) reimbursement of \$486,589.91. Last October we received \$496,417. Tuition Revenue is \$2,959,347 or 91.6% of budget – this is an increase of \$443,539 from last year). Fee Revenue is \$784,862 (87.3% of budget) and an increase of \$75,501 from last year. Student Housing revenue is \$575,530 (93.8% of budget compared to 86.9% last year). Remaining revenue sources – (interest, misc., student organizations and facilities rental income) totaled \$679,874. Payroll & Fringe benefits were \$8,641,354 through April 30, representing 84.1% of the budget compared to 86.1% last year. Utilities and Insurance expenses were \$372,912, a decrease of \$54,428 from last year. Maintenance & repairs were \$772,191, which is a \$198,801 increase from the prior year. This increase is due to the software service contracts. Scholarship expenses – were \$310,673 as of April 30. Promotion & Publications expenses were \$331,132 – an increase of \$52,794 from last year. Material & Supplies were \$232,794, which is 52.3% of the budget. Professional Services expenses were \$480,770 at the end of April (73.4% of budget). Travel & Professional Development expenses were \$224,842, which is 56.2% of the budget compared to 55.4% last year. Other Operating expenses were \$71,358 and represent 30.5% of the budget. Equipment expenses total \$60,096 as of April 30. The Treasurer's Report will be filed pending Audit.

8. AUDIT / FINANCE COMMITTEE UPDATE

The A/F Committee has not met since the last meeting. They are planning to meet before the June Board of Trustees Meeting.

9. STATE / NATIONAL LEGISLATIVE UPDATE

President Devier gave a brief update and said that we are waiting to see what the State Budget looks like when it is officially rolled out. At this time, we are anticipating a 2 ½ -

5% increase into post-secondary education fund. He shared information about the recent Artificial Intelligence Summit that MCCA hosted – he said it was very informative and very scary!

10. VISITOR COMMENTS

None

11. DISCUSSION ITEMS

A. Renovation of South Side of Campus Update

President Devier stated that we are waiting for closing instructions and then we can proceed to go out for bid. He anticipates that we will have a 4-week bid window. Discussed and agreed to move the June Board of Trustees back one week from June 13 to June 20.

B. Presidential Search Update – Joe Haas

Trustee Haas stated he wanted to thank all that helped on the presidential search committee, they all did a great job. He stated that he was pleased to share that we do have a signed agreement in place for Dr. Bryan Newton to be Glen Oaks Community College's next president. He will be on campus for 2 days at the end of June and then will officially be on campus starting the week of July 22nd. Dr. Newton will reside in the Nora Hagen farmstead house. The Board of Trustees thanked Joe for his work and efforts while serving as the chair of the presidential search committee.

12. ACTION ITEMS

A. Approve Tuition for 2024-25 (no change from 2023-24)

Motion by Higgins, second by Cordes to approve the tuition for 2024-25 as presented.

After thorough discussion, an amended motion was made:

Motion by Cordes, second by Higgins to approve an increase of \$2 per contact hour across the board for 2024-25 tuition – effective Fall, 2024. (In District, Service Area, State, Out of State and International).

ROLL CALL VOTE:

AYES: Bontrager, Haas, Cordes, Higgins and Gosling

NAYES: None

ABSENT: Lopez and Datkovic

MOTION: Carried

13. ADMINISTRATIVE REPORTS

A. VICE-PRESIDENT of ACADEMICS; DR. ADAM CLOUTIER

Dr. Cloutier stated that Summer classes start May 13. Academics has been busy the last several weeks with student awards, graduation, and health sciences pinning. He gave a kudos shoutout to Academics and Student Services for finishing the semester strong for our students. He thanked the Foundation for their support of our Esports team that made it to the National Championship! New faculty orientation has been scheduled. He and Dean Sara Birch met with Promedica to discuss a possible new program; Surgical/Scrub Tech. There is a local and regional need for surgical techs. Promedica has a definite need and is very eager to work with Glen Oaks. Dr. Cloutier shared that HLC and State of Michigan accreditation for a new program like this typically takes 6-12 months. He also shared that the

very first annual schedule is almost complete and they are just working on some very minor finishing touches to it now.

B. VICE-PRESIDENT of STUDENT SERVICES; TONYA HOWDEN

Ms. Howden gave a quick Summer enrollment update: 244 headcount (increase 46.99%), and 1,590 credit hours (increase of 51.8%). She shared that several high schools have allowed their students to take summer classes so they stay caught up and prepared for their Fall schedules. New student orientation for Fall will start soon. She gave an update on the mental health resources that we have available and shared that compared to other institutions, we have had a high utilization rate (24%) and approximately 85 students. She gave an update on several grants for which we have recently submitted. She stated that the Title 9 regulations have recently changed so she will be reviewing and suggesting policy updates as needed.

C. CFO/CONTROLLER – JENNIFER DODSON

Ms. Dodson stated that she is working to finalize the 2024-25 budget and will present it to the board at the June Board of Trustees Meeting for approval. The Capital Outlay Grant has been finalized and we received the last payment in April.

D. EXECUTIVE DIRECTOR of COMMUNICATIONS & MARKETING: DENISE DEVRIES

Ms. DeVries stated that the graduation video and pictures have been posted. She is working on a marketing plan for the grant for MI Reconnect. She has another meeting scheduled next week regarding the website overhaul. We have several new digital ads starting this month featuring MI Reconnect and Ag Program. She is working on branding update and plans to present something more at an upcoming board meeting. She shared that we will be doing a social media audit to streamline it which would be easier to monitor and track. Also evaluating to see if we should consider making any changes and also to reassess the colleges social media policies that would further address issues such as bullying, name calling, etc.

E. DIRECTOR of BUSINESS OUTREACH SERVICES; KRISTINE STEVENS

Ms. Stevens reported that MSU/MDARD held a pesticide application class at GOCC and it was very well received. She recently attended the Legislative Breakfast that was held in Three Rivers and was able to speak to our area representatives. She gave an update on the motorcycle safety program and stated that the registration process has improved. The next round of Going Pro grant opportunities opens up May 10th and she anticipates several area businesses will apply for grant funding.

F. FOUNDATION DIRECTOR; VONDA MARROW

Ms. Marrow stated the Foundation is diligently working on Fiscal Year end items. She also stated that she was pleased to announce that the scholarship for Norm Haas has been completed and funded at \$12,000 – thank you Haas family! She gave an update scholarship application process and thanked the college and foundation for the scholarship software that was purchased which made things go much smoother. 146 students started the application process but only 63 actually completed it. The Foundation awarded 57 students' scholarships of at least \$1,000 each. The Foundation is currently working on a corporate campaign, "It's a Grand Idea" and soliciting \$1,000 donations.

G. EXECUTIVE DIRECTOR of INSTITUTIONAL PLANNING, ASSESSMENT & RESEARCH; DR. TAMMY RUSSELL

Dr. Russell stated that the Feds updated the TRIO Grant date to July 15. She has been busy writing for our HLC assurance argument.

H. DIRECTOR of INSTITUTIONAL INNOVATION; ROB KUHLMAN

Mr. Kuhlman is attending another meeting this morning so he is unable to attend the board meeting. President Devier gave a brief update on the Upton Grant (equipment) and Walberg Grant. President Devier also shared that Rob will be retiring at the end of June 2024.

I. DIRECTOR of HUMAN RESOURCES; JAMIE YESH

Ms. Yesh gave an HR update on open positions that are posted at this time.

J. PRESIDENT DEVIER

President Devier gave a reminder that GOCC will host the MCCA Spring Board of Directors Meeting on campus May 16 & 17. He also gave shoutout and stated that he thought graduation this year went fabulous. President Devier shared that we are nearing agreement for the Faculty Contract and he anticipates that we will bring it to the Board of Trustees at the June meeting for official approval. He gave a brief update on the improvements that have been made at the Nora Hagen House.

14. CLOSED SESSION

None

15. ADJOURNMENT

Motion by Higgins, second by Cordes to adjourn. Chairperson Bruce Gosling adjourned the meeting at 9:56 a.m.

Next Board Meeting:

- **TENTATIVE DATE: Thursday, June 20, 2024, @ 8:00 a.m. in the Boardroom.**

Bruce Gosling

Chairperson, Board of Trustees

Rod Lopez

Secretary, Board of Trustees