SCHEDULED MEETING: 7:30 p.m.

BOARD CONFERENCE ROOM:
Room 1301
Regional Technology Center

TRUSTEES PRESENT:
Lenore Croudy
Michael A. Freeman
Sally Shaheen Joseph
Albert J. Koegel
Matthew Norwood
John L. Snell, Jr.
Rafael C. Turner

TRUSTEES ABSENT:

PRESIDING OFFICER:
Lenore Croudy, Chairperson
Regular Board Meeting: 7:30 p.m. to 8:00 p.m.

Certified As Correct:

Lenore Croudy, Chairperson
Sally Shaheen Joseph, Secretary
Chair Croudy called the Committee of the Whole Session to order at 6:28 p.m. She called on President Shaink, who introduced Mark Kennedy, Chief Human Resources Officer, and Sharon Ewles, Manager, Human Resources Staffing. Mr. Kennedy and Ms. Ewles gave a presentation detailing the College’s hiring process, focusing on the integration of affirmative action goals, review of job descriptions, and recruitment and selection of candidates.

Following a brief question and answer period, Chair Croudy closed the Committee of the Whole Session at 7:26 p.m.

I. CALL TO ORDER:

Chair Croudy called the meeting to order at 7:30 p.m.

II. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

III. ADOPTION OF AGENDA

VICE-CHAIR SNELL MOVED THAT THE AGENDA BE ADOPTED. SECRETARY JOSEPH SECONDED THE MOTION.

Chair Croudy called for a vote to adopt the agenda.

ALL PRESENT VOTED AYE. MOTION PASSED.

IV. SPECIAL PRESENTATIONS

President Shaink called on Larry Gawthrop, Chief Financial Officer, who introduced Jody Michael, Manager, Purchasing. Mr. Gawthrop and Ms. Michael provided an overview of the College’s purchasing process, including staff objectives, the bidding process, procurement thresholds, how the purchasing process relates to student achievement.

V. COMMUNICATIONS

There were no communications.
VI. COMMENTS FROM THE PUBLIC

There were no comments from the public.

VII. APPROVAL OF MINUTES

VICE-CHAIR SNELL MOVED THAT THE REGULAR MEETING MINUTES OF DECEMBER 16, 2013 BE APPROVED. TRUSTEE TURNER SECONDED THE MOTION.

Chair Croudy called for a vote to approve the minutes of December 16, 2013.

ALL PRESENT VOTED AYE. MOTION PASSED.

VIII. INFORMATIONAL REPORTS

Acceptance of Standing Board Committee Reports:

1. Personnel (Joseph, Norwood, Turner): Secretary Joseph reported that the Personnel Committee met on January 22, 2014. Notes from that meeting appear as Attachment A.

2. Finance/Audit (Koegel, Freeman, Snell): Treasurer Koegel reported that the Finance/Audit Committee met on January 22, 2014. Notes from that meeting appear as Attachment B.

IX. UNFINISHED BUSINESS

There was no unfinished business.

X. NEW BUSINESS

Consent Agenda:

Chair Croudy called for a motion to approve the Consent Agenda.

MOVED BY SECRETARY JOSEPH, SECONDED BY VICE-CHAIR SNELL THAT THE BOARD APPROVE THE CONSENT AGENDA.

Chair Croudy called for a vote on the Consent Agenda, Item 1.11 (Treasurer’s Report for December 2013).

ALL PRESENT VOTED AYE. MOTION PASSED.

Individual Items:

Chair Croudy called for a motion to approve Item 1.12, Authorization of Issuance of General Obligation Bonds, Series, 2014.

MOVED BY TRUSTEE FREEMAN, SECONDED BY TRUSTEE TURNER THAT THE BOARD APPROVE ITEM 1.12.
Chair Croudy called for a vote on Item 1.12.

ALL PRESENT VOTED AYE. MOTION PASSED.

XI. ADMINISTRATIVE ITEMS

President’s Report: President Shaink distributed the Executive Summary and announced important upcoming dates including Board meeting dates for February. He called on Mr. Kennedy, who introduced new employee Dr. Denise Polk. Dr. Shaink then called on Scott Jenkins, Vice-President, Student & Administrative Services, who in turn called on Troy Boquette, Executive Dean, Student Services. Dean Boquette announced an upcoming promotion with the Michigan Warriors hockey team, involving several local school mascots, including the Mott Bear. Dean Boquette also distributed complimentary tickets to a Warriors game dubbed “Mascot Night.”

President Shaink then called Lennetta Coney, President, Foundation for Mott Community College, who announced the Musical Tribute to Legendary African-American Female Artists, scheduled for February 20, and the next MCC Night at the Palace of Auburn Hills, scheduled for February 22.

Finally, Dr. Shaink thanked Mr. Kennedy, Ms. Ewles, Mr. Gawthrop, and Ms. Michael for doing incredible jobs with their presentations this evening.

XII. MISCELLANEOUS BUSINESS

Comments from Board Members:

Vice-Chair Snell complimented the evening presentations.

Trustee Turner had no comments.

Trustee Norwood had no comments.

Trustee Freeman had no comments.

Treasurer Koegel had no comments.

Chair Croudy gave Jim Delaney, Board Attorney, the opportunity to make any comments; Mr. Delaney complimented several employees for their skill in writing technical documents.

Chair Croudy commended the presentations and praised the College’s maintenance staff for all their work to make the College look so nice.
XIII. EXECUTIVE SESSION

Mr. Delaney explained that, via a majority vote, the Board may move into Executive Session for the purpose of discussing material exempt from discussion or disclosure by state or federal statute.

MOVED BY TRUSTEE NORWOOD, SECONDED BY VICE-CHAIR SNELL THAT THE BOARD MOVE TO AN EXECUTIVE SESSION TO DISCUSS MATERIAL EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUTE.
A ROLL CALL VOTE WAS TAKEN.

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ALL PRESENT VOTED AYE. MOTION PASSED.

The Board moved to Executive Session at 8:09 p.m.

The Board exited Executive Session at 8:58 p.m.

XIV. ADJOURNMENT

Chair Croudy declared the meeting adjourned at 8:00 p.m.

Minutes submitted by Michael Simon, Assistant Secretary, Mott Community College Board of Trustees.

A copy of the official meeting minutes and a compact disc recording of the meeting in its entirety are available for public viewing/listening in the Mott Library, main campus.
PERSONNEL COMMITTEE
Wednesday, January 22, 2014, 4:00 p.m., CM1019
Present: Joseph, Turner
Absent: Norwood

The meeting was called to order at 4:05 p.m. by Trustee Joseph.

Individual Items:

Authorization of Issuance of General Obligations Bonds, Series 2014: A copy of the resolution was included for review. Larry Gawthrop, Chief Financial Officer, introduced Paul Wyzgoski of Dickinson Wright, who provided background information and rationale for the resolution, and also explained the bond bidding process. The resolution will be presented for Board approval at Monday’s meeting.

Consent Agenda:

Treasurer’s Report for December 2013: Mr. Gawthrop reported that total revenues for the period ended December 31 were approximately $43 million, representing 57.2% of the annual budget, which is 0.2% lower than last year at this time. Expenditures year-to-date were at $34.9 million, representing 46.1% of the annual budget. Tuition and fee revenues were $29.2 million, and property taxes were $7.3 million.

Other


Trustee Joseph adjourned the meeting at 5:04 p.m.
FINANCE/AUDIT COMMITTEE
Wednesday, January 22, 2014, 12:00 p.m., CM1019
Present: Koegel, Freeman
Absent: Snell

The meeting was called to order at 12:02 p.m. by Trustee Koegel.

Individual Items:

Authorization of Issuance of General Obligations Bonds, Series 2014: A copy of the resolution was included for review. Larry Gawthrop, Chief Financial Officer, introduced Paul Wyzgoski of Dickinson Wright, who provided background information and rationale for the resolution, and also explained the bond bidding process. The resolution will be presented for Board approval at Monday’s meeting.

Consent Agenda:

Treasurer’s Report for December 2013: Mr. Gawthrop reported that total revenues for the period ended December 31 were approximately $43 million, representing 57.2% of the annual budget, which is 0.2% lower than last year at this time. Expenditures year-to-date were at $34.9 million, representing 46.1% of the annual budget. Tuition and fee revenues were $29.2 million, and property taxes were $7.3 million.

Other


Trustee Koegel adjourned the meeting at 12:42 p.m.