The Schoolcraft College Board of Trustees
In compliance with Act No. 228, Public Acts of 2020 (SB1108)
the Schoolcraft College Board of Trustees Regular Meeting
on January 27, 2021 was held VIRTUALLY at 7:00 p.m.
All interested in the public meeting accessed the meeting through Zoom.

Board of Trustees Regular VIRTUAL Meeting
January 27, 2021

MINUTES

Members Present
Dillon Breen, Brian Broderick, Bill Erwin, Joan Gebhardt, Terry Gilligan, Carol Strom.

Board Members gathered in person in JC 228 unless otherwise noted.

Call to Order for Regular Meeting
Chair Broderick called the January Regular Board Meeting to order at 7:00 p.m.

Introduction of Guests and Comments from the Audience
Over 30 guests were in attendance via Zoom including: Van Nguyen, Belinda Eleson, Cali Crawford, Laurie Kattuah-Snyder, Jerome Lavis, Jon Lamb, Dawn Magretta, Nicholas Santilli, and more.

Minutes from the November 18, 2020 Regular Meeting
Chair Broderick stated that the minutes from the November 18, 2020, Regular Meeting were approved as submitted.

Minutes from the December 14, 2020 Special Meeting
Chair Broderick stated that the minutes from the December 14, 2020, Special Meeting were approved as submitted.

Communication to the Board
Beth LaForest reported that the Board of Trustees received thirteen (13) completed applications for the vacant Trustee seat.

The Board also received an email from Senator Polehanki in response to the Board of Trustees letter in regards to Senate Bill 1055.

Comments from Trustees
Trustee Breen reported that he and Trustee Gebhardt attended the SEMCOG meeting and he was elected to the executive committee of SEMCOG. He wished to thank Trustee Gebhardt for her support at the meeting and for all of the work she has done including her service as the former chairperson of SEMCOG. Trustee Gebhardt was the first community college trustee to chair the organization.
Trustee Gebhardt wanted to thank her grandson Lukas Gebhardt who had been there earlier to swear her in for her six-year term that starts in January. Lukas is a junior at Livonia Franklin, a National Honor Society student and a member of The National Academy of American History and Civics.

Trustee Gebhardt and President Cerny attended virtually the MCCA Board Meeting on January 15th. It was a long meeting and it will be continued on Friday. The most important thing that happened was that the members of the executive board convinced Mike Hansen to stay on longer. He will now be retiring as of December 2021.

Trustee Gebhardt wanted to let the other trustees know that her friend and former Chief of the Michigan supreme court, Marilyn Kelly was recently elected to chair the Board of Governors at Wayne State University.

Trustee Gebhardt mentioned that she was wearing her pearls tonight as a nod to the recently inaugurated Vice President.

Trustee Erwin inquired as to the MCCA Summer meeting possibly happening in person. Trustee Gebhardt mentioned that they are discussing the possibility.

**Acknowledgement of Receipt of Oath of Office**

Chair Broderick stated that the three trustees that were re-elected on November 3, 2020 received their Oath of Office at 6:15pm. January 27, 2021.

The Oath of Office was administered to Brian Broderick by Mayor of Livonia, Maureen Brosnan.

The Oath of Office was administered to Joan Gebhardt by her grandson, Lukas Gebhardt.

The Oath of Office was administered to Terry Gilligan by Mr. Patrick Devlin.

**Appointment of Chair Pro Tem**

Moved by Trustee Erwin, seconded by Trustee Breen, that the Board of Trustees appoints Beth LaForest as the Chair Pro Tem for the purpose of running the Board Elections for the Chair, Vice Chair, Secretary, and Treasurer.

Ayes: Breen, Erwin, Gebhardt, Gilligan, Strom, Broderick
Nays: None
Motion carried.

**Election**

As part of the Organizational Meeting the Board of Trustees vote for the officers for the next two years.

Trustee Broderick nominated Joan Gebhardt for the office of Chair, no other nominations were made. Moved by Trustee Strom, seconded by Trustee Broderick that a unanimous ballot be cast for Joan Gebhardt as the Chair of the Board of Trustees for the period ending at the next Organizational Meeting in January 2023.
Ayes: Breen, Erwin, Gebhardt, Gilligan, Strom, Broderick
Nays: None
Absent: None
Motion carried.

**Unanimous Ballot for Board Vice Chair 2021-2022**

Trustee Gilligan nominated Carol Strom for the office of Vice Chair, no other nominations were made. Moved by Trustee Erwin, seconded by Trustee Broderick that a unanimous ballot be cast for Carol Strom as the Vice Chair of the Board of Trustees for the period ending at the next Organizational Meeting in January 2023.

**Unanimous Ballot for Board Secretary 2021-2022**

Trustee Strom nominated Brian Broderick for the office of Secretary, no other nominations were made. Moved by Trustee Strom, seconded by Trustee Breen that a unanimous ballot be cast for Brian Broderick as the Secretary of the Board of Trustees for the period ending at the next Organizational Meeting in January 2023.

**Unanimous Ballot for Board Treasurer 2021-2022**

Trustee Erwin nominated Terry Gilligan for the office of Treasurer, no other nominations were made. Moved by Trustee Gebhardt, seconded by Trustee Erwin that a unanimous ballot be cast for Terry Gilligan as the Treasurer of the Board of Trustees for the period ending at the next Organizational Meeting in January 2023.

The Chair appoints Carol Strom to Parliamentarian for the Board of Trustees for 2021-2022.

The Chair appoints three members to the Audit Committee for 2021-2022: Bill Erwin, Dillon Breen, and the new trustee (TBD).
| Appointment of Board Representatives to the Schoolcraft Development Authority | The Chair appoints Joan Gebhardt and Carol Strom to the Schoolcraft College Development Authority for 2021-2022. |
| Appointment of a Board Representative and Alternate to the Schoolcraft College Foundation | The Chair appoints Brian Broderick as Representative to the Schoolcraft College Foundation Board and the new trustee (TBD) as Alternate Representative, for 2021-2022. |
| Appointment of Trustee Director and Alternate to the Michigan Community College Association (MCCA) | The Chair appoints Joan Gebhardt to Trustee Director and Brian Broderick as Alternate Trustee Director to the Michigan Community College Association (MCCA) 2021-2022. |
| Appointment of Board Representative and Alternate to the Southeast Michigan Council of Governments (SEMCOG) | The Chair appoints Dillon Breen as Board Representative and Terry Gilligan as Alternate Representative to the Southeast Michigan Council of Governments (SEMCOG) for 2021-2022. |
|  | The Chair appoints two members to the SC Development Unit 14, Inc. 501(c)(3) Committee for 2021-2022: Joan Gebhardt and Carol Strom. |
|  | The Chair appoints two members to the SC Technology Center, Inc. 501(c)(3) Committee for 2021-2022: Bill Erwin and Terry Gilligan. |
|  | The Chair appoints two members to the SC Health Science Inc. 501(c)(3) Committee for 2021-2022: Carol Strom and Terry Gilligan. |
|  | The Chair appoints two members to the SC Health Sciences II, Inc. 501(c)(3): Bill Erwin and the new trustee (TBD). |
| Appointment of Board Representatives to the Schoolcraft College Strategic Planning Committee for 2021-2022 | The Chair appoints Dillon Breen and Joan Gebhardt as the Board Representatives to the Schoolcraft College Strategic Planning Committee for 2021-2022. |

**President’s Updates**

Thank you to the Board of Trustees for the dedication they have shown. It’s a big deal to all of the faculty, staff, and administrators at the College.

**Spotlight**

Cali Crawford, Director of Athletics, spoke to the trustees about persevering through COVID-19. Cali is also an At-Large Member of the National Junior College Athletic Association (NJCAA) Board of Regents and has been
appointed by Governor Gretchen Whitmer for the Task Force on Women in Sports.

**Covid-19**

Schoolcraft College employees are being offered the COVID-19 vaccine on our campus. The College is partnering with the Wayne County Public Health Department (WCPHD) to help distribute the Moderna vaccine, a two-dose series separated by 28 days, starting on Monday, January 25. Schoolcraft College will be a Point of Distribution (POD) for Wayne County to help distribute the vaccine to those who fall under the Phase 1A and 1B guidelines: healthcare workers, EMS, and frontline essential workers in critical infrastructure.

The WCPHD plans to provide vaccinations Monday-Saturday through the Spring so this will not be short-term. Vaccinations will take place in the DiPonio room of the VisTaTech Center and will be by invitation only. This has been a challenging time for all of us, but the arrival and dispersal of the COVID-19 vaccine is a hugely positive step forward as we work toward a return to our pre-pandemic lives.

**Strategic Planning**

The College has assembled a 21-person Strategic Planning Committee (SPC) that includes staff, faculty, trustees, union representatives, and a student. The SPC had its first kick off meeting before the holiday and has had its first follow-up meeting where four sub-committees have been established. These sub-committees are: Environmental Scan Update, College Portfolio Review, Mission/Vision/Values Review, and Listening Session Planning. The next steps are for the sub-committees to begin working on their individual assignments, and starting mid to late February Listening Sessions will begin with the community, employees, students, and board members.

Nick Santilli was also present at the Board Meeting to answer questions from the Board of Trustees.

**Retirement of Gretchen Alaniz**

Gretchen Alaniz has been a Board of Trustee member of Schoolcraft College for more than eight years. She has retired from her years of service to the College and community. Gretchen was an exemplary leader and has previously served as Treasurer of the Board of Trustees as well as chair of the IT Subcommittee and the board representative to the SC Sports Dome Inc., SC Technology Inc., and Schoolcraft College Foundation. Schoolcraft College is very appreciative for all of her efforts and everything that she has done for the college. We wish her the best in her retirement.
Student Outreach Campaign

Schoolcraft College staff and faculty joined forces to provide outreach phone calls to unregistered students from fall 2020. The outreach campaign reached 3,825 students and 94 staff and faculty participated in calling students. The phone calls provided students with the opportunity to ask questions about campus resources and classes. The response from students was positive, many verbalized their appreciation for the college’s care and concern.

Virtual Holiday Reception

Although the Holiday Reception was a little different this year, it was a great success. There were several retirees acknowledged as well as those employees who were nominated and received Honoraire and Emeritus status. Like most gatherings in 2020, the reception was held virtually with attendance of more than 300 employees.

Money and Scholarships

Schoolcraft College has been approved for second round of CARES funding under CRRSAA section 314(a)(1). The college will receive funds from the Department of Education and a portion of those funds will be specific for students. A formal process of awarding is currently being planned at this time.

Financial Aid has created a new award MREC for the Michigan Reconnect scholarship. This new scholarship is for students aged 25 years or older with no prior collegiate credential. Student can begin applying Feb. 1st. Michael Williams is collaborating with Marketing to develop a campaign to promote the Reconnect Scholarship. The Financial Aid webpage was updated to reflect this new scholarship.

Walking Track and Fitness Center

Starting the week of January 11th, the hours of the fitness center will return to normal-8am-7:30pm, Monday-Thursday and 8am-6pm on Fridays. The Fitness Center will continue to be closed on the weekends. The track in the new Mercy Elite Sports Center is open now as well, for your use, during all hours that the Fitness Center is open (ONLY). Enjoy walking or running on this track in a temperature controlled environment this winter! Check in through the fitness center to gain access to the track.
January 27, 2021 Organizational and Regular Board of Trustees Meeting

Academic Services

Awards and Recognition

- Schoolcraft College won a silver medal and bronze medal in the 2020 U.S. Open Beer Championships. This is the only competition to include beers from professional breweries and beers from gold medal winners from the National AHA Homebrew Competition. More than 6,000 beers representing over 140 different styles were part of the competition. Schoolcraft’s medal-winners were:

  **Silver:** Grand Cru (Belgian Golden Strong) in the Belgian-Style Strong Specialty Ale category

  **Bronze:** Cinful Imperial Porter in the Imperial Porter category

This is one of the largest beer competitions and one of the most competitive, with upward of 40 beers in each style category. Because Schoolcraft College beers are judged and compared to some of the best beers in the world, it is always a great honor when one of our beers wins a medal. Due to the COVID-19 pandemic, judging was held in both the U.S. and Canada. Judging is blind, with judges knowing only the categories, but not the names or locations of beers. Since 2017, Schoolcraft College has won 27 medals in competitions. [http://usopenbeer.com/](http://usopenbeer.com/)

- Congratulations to Coley McLean, Senior Certified Welder and Schoolcraft Welding Technology Instructor, and Shawn Loving, Certified Master Chef. We appreciate the difference they are making in transforming the lives of our students!

  They will be representing Schoolcraft College at the annual Innovations Conference, which will be held virtually March 1st through the 4th.

- Shawn Loving, Certified Master Chef and Chair of the Culinary Arts Department, has joined the Detroit Athletic Club (DAC) as its Executive Chef. He assumes the position at DAC previously held by Kevin Brennan, a 1976 graduate of Schoolcraft College’s Culinary Arts program. Chef Loving, one of only 68 Certified Master Chefs in the country, is also a Schoolcraft College alum, has been a full-time instructor since 2005, and has won numerous awards and medals from the American Culinary Federation. The DAC has graciously allowed Chef Loving to continue his association with Schoolcraft College as a consultant/industry expert.
• On December 2, 2020, Dr. Robert Leadley, Dean of Occupational Programs and Economic Development, served on the review panel for the National Heart Lung and Blood Institute Small Business Innovative Research Phase IIB Bridge and Small Market Awards. These competitive awards, of up to $3M, are provided to a small number of innovative companies that have developed novel, marketable pharmaceuticals or medical devices. The funds will allow these companies to advance their inventions from validated concepts to Food and Drug Administration studies that are required to prove their efficacy and safety in humans. The panel was comprised of approximately 20 national experts in pharmacology, medicinal chemistry, cardiovascular medicine, biomedical engineering, and business development.

• Katrina Rogers recently began her position as Full-Time Laboratory Technician at the Manufacturing and Engineering Center. Katrina is a graduate of the Schoolcraft College Metallurgy Post Associate Certificate program. She comes to us from Tower International, where she worked as a Materials Lab Technician, gaining valuable expertise in maintaining and servicing lab equipment. This important new position at Schoolcraft will be responsible for assisting with the recommendation, installation, operation, and maintenance of the equipment for the Engineering Technology programs at the MEC.

**2020 Business Development Center Accomplishments**

- **Impact**
  - 4 Business Starts
  - $4,261,219 Capital Investment Generated by Clients
  - $267,018,499 Government Contracts Received by Clients

- **Clients**
  - 537 New Companies Served
  - 971 Total Companies Served
  - 3,058 Client Counseling Hours

- **Trainings**
  - 181 Training Sessions
  - 1,710 People Trained

Phone: 734-462-4458 | Email: bdc@schoolcraft.edu | Web: www.schoolcraft.edu/bdc
College Events and Community Outreach

- The Liberal Arts department is proud to have helped sponsor the annual Share Joy program, which provides Christmas gifts for the children and displace adults at the Wayne County Family Shelter. This year, the program was also able to provide gifts to the Sumpter House for Women which provides care for young mothers and their children, the Westland Lighthouse Mission which feeds and clothes the needy, Celebrating Diversity Toy Drive, and to the Detroit Community Fridge which provides the Southwest Detroit neighborhood with shelf-stable foods and necessary supplies. Kudos to Anna Maheshwari and her team for spearheading the wonderful project!

- On December 9, 2020, the Schoolcraft College Procurement Technical Assistance Center (PTAC) presented its 10th Annual Meet the Buyers: A Virtual Procurement Matchmaking Event, with 27 local companies in attendance. The focus of the event was to provide an opportunity for area businesses to hear from the nine federal, state and local agency buyers in attendance; and learn how to do business with them. There was also the opportunity to meet with business resources such as the Procurement Technical Assistance Center (PTAC) and the Small Business Development Center (SBDC). Dr. Cerny was kind enough to welcome the attendees, and Senator Gary Peters sent a video address outlining the importance of government contracting to Michigan’s economy, and the excellent assistance provided by the Schoolcraft College Procurement Technical Assistance Center.

- The 40th year of the Schoolcraft College’s Wednesday Noon Concert series is being highlighted in a special video recording of the Michigan Philharmonic. This video features Nan Washburn conducting the Michigan Philharmonic in its “Holiday Pops with the Phil” concert. This exclusive video was recorded in an outdoor, socially distanced setting, and the recording session was sponsored by the Schoolcraft Foundation and the Music Department of Schoolcraft College. This video was made available for free viewing on December 16, 2020.

- Schoolcraft College Music Department sponsors the annual Bach Festival and the Sonatina/Sonata Festival in an effort to encourage excellence in musical performance and to recognize teaching in the Metropolitan Detroit-Ann Arbor area. During these festivals, students
have the opportunity to perform and receive evaluations from a panel of judges. The 51st annual Bach Festival competition took place in December in virtual format, and the highest scoring performers were selected to perform in a Virtual Honor Recital later in the month. The link to the recital can be found here: https://youtu.be/CA3A5i2qI Ro. The auditions for the Sonatina/Sonata festival will be held on Saturday, February 13, 2021 in a virtual format as well, and the Recital by the selected performers will subsequently take place on February 19, 2021.

- In January 2021, the Pageturners Book Club will meet virtually using Blackboard Collaborate to discuss the book “The Hound of the Baskervilles” written by Sir Arthur Conan Doyle. This is the third of the crime novels written by Sir Arthur Conan Doyle featuring the detective Sherlock Holmes and his companion Dr. Watson, in which they investigate the titular case. This book has previously been listed as a “best-loved novel” on the BBC’s The Big Read poll of the UK’s. The discussion sessions are facilitated by Schoolcraft students.

![Pageturners Virtual Book Club Schedule Winter 2021](image)

**Faculty Highlight**

- Michael Swope, Adjunct Professor of History at Schoolcraft, was recently named to the Teacher Advisory Council of the National Constitution Center in Philadelphia, a group that helps promote constitutional literacy. Although all Americans are familiar with the Constitution of the United States, most do not have a lot of in-depth knowledge of this important document. Professor Swope will work as part of the Advisory Council to change that and help promote constitutional literacy. As Professor Swope stated, “I want to be on the council to be a part of extending education about our Constitution and how the philosophies which led to it developed”. Congratulations Professor Swope!

- Adjunct Professor of Music, Paul Michalsen, has been notified that he is to be awarded “Honorary Recognition” from the Executive Board of the Michigan School Band and Orchestra Association (MSBOA). This recognition is presented to members of the educational community who foster the development of music education for students in Michigan schools. This award is presented in recognition for his service as a mentor to High School Instrumental music programs and adjudicator for the MSBOA Solo and Ensemble Festivals throughout the state. Mr. Michalsen has been the Director of the Schoolcraft College Wind Ensemble since 2007, employed as faculty teaching in Humanities and Music classes.
• Deni Hunt, Adjunct Professor of Economics, recently published a new book "Evolving Beyond Capitalism and Socialism." You will find this new work under the pen name of Jenden Hunt. The book examines assumptions of current economic theory in today's information age.

• Anthony Cerroni, Adjunct Assistant Professor of Emergency Medical Technology, was awarded a Master of Arts degree in Higher Education Leadership from Siena Heights University on December 13, 2020.

• This semester, Dennis Fohey begins as a Full-Time Instructor in Materials Science. Prior to Schoolcraft, Dennis worked many years in the automotive industry as an engineer in product development and validation. He holds a BS in Engineering Technology from Lawrence Technological University and completed Schoolcraft’s Post-Associate Certificate in Materials Science. Dennis will oversee the Metallurgy and Materials Science program and the Plastics Technology program, both housed in the new Manufacturing and Engineering Center (MEC).

• Samer Hariri is the new full-time faculty member for Environmental and Earth Sciences. This new area includes the Geology, Geography, and Environmental Studies departments. Samer has worked as an adjunct faculty primarily in the Geology department since 2013; therefore, he is a familiar face to students and colleagues. As a community college graduate himself, Samer can especially relate to our students. Samer studied Physics, Astrophysics, and Geophysics at Michigan State, earned a Master's of Science in Geology from Wayne State, and is about to finish a second Master's in Physics Education at Eastern Michigan. He is an avid soccer player and stargazer serving as an assistant soccer coach for Bloomfield Hills High School and is cofounder and coordinator for the Farmington Community Stargazers. Recent research focused on the "fireball trajectory" of the Hamburg Meteorite, which landed north of Ann Arbor in 2018!

Public Safety Training Center
Fire Technology
• Our first FESHE (Fire and Emergency Services Higher Education) student completed all of the required core courses for the degree recognition through FEMA. Once the student completes the rest of the degree, he will be the first student from Schoolcraft to have this national-level recognition, thus making the Schoolcraft Fire Technology degree more recognized and accepted throughout the country. This degree is 100% online and can be completed from anywhere in the country.

• Fire apparatus drivers are taught how to drive the large fire trucks, ladders and engines, but until recently there was not a program to teach fire command officers how to drive the smaller command officer vehicles. Our SAVER driving program has been accepted in many communities as a required training for fire fighters as they receive promotions up through the ranks. The fire departments in Farmington Hills, Livonia, Canton, numerous in Monroe County and
now Detroit are realizing the insurance and safety benefits of having their staff trained by Schoolcraft’s cadre of professional instructors. This has caused the program to double in size this year with similar growth expected in the future.

**Police Academy**

- On November 20, 2020, the police academy graduated 30 recruits, 20 of which were pre-service. All recruits passed the state licensing test. Out of the 20 pre-service recruits, 18 have been hired by different police agencies throughout the metro area. The remaining two recruits are in the process of being hired with two different police departments. Sixty-eight police recruits graduated from the two classes in 2020. Our up-coming police academy class will start January 25, 2021 and will graduate May 20, 2021. It is anticipated that we will have between 50 and 55 recruits in the Winter class. Approximately 30 recruits will be pre-service.

- The 3 week, Public Act 330 class (Private Security Police), which is currently taking place will have 28 students graduating on January 25 from agencies including; Sparrow Health, Henry Ford, St Joseph Mercy, Wayne County Community College, Beaumont and Memorial Health.

**Student Services**

- International Learning Support (ILS) has had great success with the Cultural Coffee Corner conversations program, which provides the Schoolcraft community members the opportunity to connect on cultural topics. ILS is launching a new program for winter 2021, Conversation Partners. This program will help foster a sense of growing community, learning, and cultural awareness between students, faculty, and staff. English as a Second Language (ESL) students who are interested will be paired up with a Conversation Partner to practice their conversational English every week for about an hour.

- The STARS Diversity, Equity and Inclusion Leadership Program has five scholarship recipients and nine pending applications for winter 2021. Thus far Schoolcraft STARS DEI mentors and mentees has participated in the following workshops: Recognizing Our Values; Generational Diversity: Train the Trainer; Intro to Service Learning; Strengths Finders; MLK Jr. Day Service; Time Management; Goal Setting and Program Planning; and Social Identities and Intersectionality.
• Career Services has restructured and expanded staffing to meet the career development and placement needs of Schoolcraft students and the community. Dr. Michael Oliver is now the Associate Dean of Career Services, JoAnne Stadnicar is now the Director of Career Services and a Career Services Specialist will join the team for winter 2021. The office is focused on expanding external partnerships for internship and career placement opportunities. Recent community connections include Livonia Workforce Development, Novi Public Library, Walsh College, and Ascension Providence Park Hospital. Despite the challenges presented by the pandemic, 108 student employees are working remotely or on-campus.

Admissions and Welcome Center

• Dual Enrollment Transcripts - 431 transcripts sent to high school officials for Dual Enrolled students from Fall 2020/04.

• Dual Enrollment Emails - 396 emails sent to High School Counselors regarding dual enrollment and late starting classes.

• Dual Enrollment Information Night - hosted a virtual information session with the Michigan Department of Education to promote dual enrollment in December 2020 with 140 attendees. Another session is scheduled for February 3, 2021 from 6 - 7:30 pm.

• Welcome New Students; Your Next Steps! Completed 22 sessions for Winter 2021 enrollment. These sessions walk students through the enrollment steps and include everything from setting up their email through purchasing books.

• Future for Frontliners - Texted 374 students who were awarded funding with 150 replies for a 40% response rate. Followed up the text campaign with a call campaign to 395 students.

• Parent and Student Onsite Admissions and Q & A - Offered a virtual session for Stevenson High School and will now expand to all high schools.

• Text Campaigns - Currently 4,314 text messages have been sent for Winter 2021 in an effort to convert applicants to enrolled students.

Testing Center

• In response to Governor Whitmer’s November ‘pause’, the Testing Center shifted Mathematics exams from paper/pencil delivery to a Zoom proctor format, administered ~275 exams via Zoom.

• In the month of December, the Testing Center administered over 230 placement tests. We were able to keep pace with demand and had unused appointments each day, all while utilizing our on-line appointment system and maintaining social distancing.
**Student Activities**

- During the months of November and December, 105 new students became members of Student Activities clubs and organizations.
- Student Activities distributed Thanksgiving Baskets that included a turkey and all the trimmings to students in need, who were nominated by faculty, staff and students. We were able to provide 50 students with a Thanksgiving Basket.

- Empty Bowl Fundraiser in person event was cancelled due to new COVID restrictions to the MDHHS. Due to the cancellation of this event in-person, we prepared an online slide show of the bowls with prices, along with a link to making a purchase. Approximately $800 was raised for the Schoolcraft Student Food Pantry.

- Phi Theta Kappa Omicron Iota sponsored “The Great Foodie Challenge” as a part of their Honors in Action Project. Our PTK chapter started out researching Covid19’s effect on the food supply chain in both the meat and plant based industries and the challenges for both in the United States. In response to their research, the students needed to come up with an action, which required audience participation. A contest was held to gather plant based recipes for a virtual cookbook. 23 recipes were collected and included in a virtual cookbook. The book will be made into a printable PDF and posted on the Connection Newspaper website at www.schoolcraftconnection.com.

**Foundation**

- The Foundation has raised over $1.2 M of the $1.5M fiscal year goal.

- Thanks to donors, more than $104K was raised for the Greatest Needs Fund surpassing our goal of raising $100K during 2020 in order to replenish money spent addressing the areas of greatest needs during the pandemic.

- The Schoolcraft Foundation provided $1,000 grant awards to 20 chefs/restaurants who have been longstanding supporters of Culinary Extravaganza (CulEx), the Schoolcraft College culinary program, and students, we have enclosed a small grant to help during these unprecedented times. The grants use is to assist Schoolcraft alumni or students and/or help your establishment get by when the restaurant industry has been so severely impacted.
• Several memorial funds have been established. The Foundation staff works with people to provide tools to make it easy for families, co-workers and friends to contribute to these types of funds. As memorial or honorary funds are established, we are including them on the Foundation website: https://scf.schoolcraft.edu/how-to-support/tribute-gifts/

• Two new endowed scholarship funds were started:

  o The Wilfred M. Luoto & Diane J. Luoto Family Endowment Fund
  
  o The AUCH Endowed Scholarship

• On December 15, hosted “Review of 2020 and Economic review of 2021”. Great panel discussion including Dr. Cedric Howie, Schoolcraft economics professor. Over 160 people registered and recording was also sent out.

• Increased communications through social media presence including:
  o SC Foundation & Alumni LinkedIn page.
  o Started new blog – Engage. Transform. Inspire., that provides thoughts, trends and information on the future of work, education and community investment. It can be found at https://scf.schoolcraft.edu/category/engage-transform-inspire/

• The Detroit News ran “Opinion: Donating to community colleges changes lives” by Dawn Magretta.
Christopher Kelly was named President-Elect of the Plymouth Rotary AM in January. His term starts in July. Kelly has also joined the board of the Plymouth Chamber.

Marketing
- Candidate for Best of the Best for local college

Information Technology
- 2020 Refresh Update
  - Server application owners have experienced tremendous improvements in their environments
- Media
  - In the months of November and December, Media completed 16 video productions, which included MEC’s virtual open house, as well as videos for Academic Advising, Student Relations, the Music Department and the Foundation
- IT Help Desk
  - Helped students return safely and efficiently to campus by answering questions and troubleshooting issues they were experiencing with the Health Screening app
- Enterprise Applications
  - Upgraded Blackboard Student Learning Management System (LMS) to the latest release

Discussion of the Interview and Selection Procedures
Trustee Broderick wanted to comment on how happy the Board was that so many members of the community were interested in the vacant Trustee seat and had been impressed at the quality of applicants.

The trustees with the most seniority, Trustees Broderick, Strom, and Gebhardt, looked at the 13 applications that were submitted and narrowed them down to a manageable number for the Board to interview, similar to the practice for the Presidential Search.
Chair Gebhardt requested that Trustees not name the applicants but if they had any comments to refer to the applicants by their applicant letter. She requested the trustees review the confidential interview questions in their packet.

Chair Gebhardt wanted to express her gratitude for the community members that applied. It was a difficult process to select the five to interview.

Trustee Gilligan thanked Chair Gebhardt, Trustee Broderick, and Trustee Strom for spending the time narrowing down the candidates.

The Trustees settled on:

- Semi Finalist Interviews on Wednesday, February 3, 2021 from 6-9pm on Zoom, 30 minutes per applicant
- Finalist Interviews on Wednesday, February 10, 2021 starting at 6:00pm, 30-45 minutes per applicant

Beth LaForest will be scheduling the meetings with the semi-finalists.

**Selection of Applicants for an Interview for Vacant Trustee Seat** 2021-6

Moved by Trustee Strom, seconded by Trustee Gilligan, that the Board of Trustees will extend an invitation for an interview for the vacant trustee seat to the following candidates: Sheri Queen, Patrick Williams, James Baringhaus, William Irving, and Brett Gierak.

Ayes: Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom
Nays: None
Motion carried.

**Granting Resolution of Congratulations upon Retirement - Gretchen Alaniz** 2021-7

Moved by Trustee Broderick, seconded by Trustee Strom, that the Board of Trustees offer congratulations to Gretchen Alaniz for her accomplishments and service to the College and extends to her best wishes.

Ayes: Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom
Nays: None
Motion carried.

**Approval of the Diagnostic Medical Sonography, AAS** 2021-8

Moved by Trustee Broderick, seconded by Trustee Erwin, that the Board of Trustees approves the new Diagnostic Medical Sonography Associate degree in Applied Science (AAS).

Ayes: Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom
Nays: None
Motion carried.
Approval of Purchase Order – Toro Groundsmaster Polar Trac Systems 2021-9

Moved by Trustee Strom, seconded by Trustee Erwin, that the Board of Trustees awards a purchase order for two (2) Toro Groundsmaster 7210 Polar Trac Systems to Spartan Distributors, Inc., Sparta, Michigan at a total cost of one hundred and six thousand, one hundred and fifty-four dollars ($106,154).

Ayes: Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom
Nays: None

Motion carried.

Approval of Purchase Order – 2021 Spring/Summer CEPD Schedules 2021-10

Moved by Trustee Gilligan, seconded by Trustee Breen, that the Board of Trustees awards a purchase order to Michigan Web Press, Davisburg, Michigan for 175,000 copies of the 2021 Spring/Summer Continuing Education Class Schedules, at a total cost of thirty-one thousand, five hundred and ninety-four dollars ($31,594).

Ayes: Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom
Nays: None

Motion carried.

Approval of Purchase Order – HAAS CNC Equipment 2021-11

Moved by Trustee Strom, seconded by Trustee Erwin, that the Board of Trustees awards a purchase order for one (1) HAAS ST-20 CNC Turning Center, two (2) HAAS CNC Minimill Vertical Machining Centers and all related tooling and software as defined in the specifications to Gerotech, Inc., Flat Rock, Michigan, at a total cost of one hundred and sixty-one thousand, five hundred and eighty-seven dollars ($161,587).

Ayes: Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom
Nays: None

Motion carried.

Approval of Purchase Order – Standard Industrial Model AS250-8 Shear 2021-12

Moved by Trustee Gilligan, seconded by Trustee Broderick, that the Board of Trustees awards a purchase order for one (1) Standard Industrial Model AS250-8 Shear and all related tooling and software as defined in the specifications to AHB Tooling & Machinery, Roseville, Michigan, at a total cost of sixty-two thousand, two hundred and twenty-five dollars ($62,225).

Ayes: Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom
Nays: None

Motion carried.
Approval of Purchase Order – Culinary Oven 2021-13

Moved by Trustee Strom, seconded by Trustee Breen, that the Board of Trustees awards a purchase order for one (1) Doyon Baking Equipment Model No. 4T-4 culinary oven from Great Lakes Hotel Supply, Southfield, Michigan, at a total cost of seventy-nine thousand, five hundred and five dollars ($79,505).

Ayes: Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom
Nays: None
Motion carried.

Second Reading of Policy 1080 – Prohibition Against Discrimination and/or Harassment Response 2021-14

Moved by Trustee Broderick, seconded by Trustee Strom, that the Board of Trustees approves the new policy 1080 – Prohibition Against Discrimination and/or Harassment Response.

Ayes: Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom
Nays: None
Motion carried.

Comments from the Audience

Donna Moir spoke about the Diagnostic Medical Sonography AAS degree was a Medical Imaging programming that focuses on ultrasound technology.

James Baringhaus said that he was both very flattered and honored to be considered for the position as a trustee for Schoolcraft College. It’s been an informative evening with a lot of great discussion. He was sure that it has been very challenging operating Schoolcraft during the pandemic and he was very impressed that how during the pandemic the Board of Trustees has come together for face-to-face meetings and he believes that the Senior director for planning put it well when he mentioned that using the pandemic is actually an opportunity as well as a challenge as it does give Schoolcraft College the opportunity to apply what it learned during the pandemic so it can then position itself for the future. He wanted to convey his thanks to the Board of Trustees for their hard work and wish Schoolcraft College ongoing success for the year.

Brett Gierak wanted to thank the Board for taking the time to go through all of those applications, it must have been quite the task on a Saturday to review 13 applications and narrow it down to five. He was very honored that the Board has selected him as one of the five and said that he looks forward to the application process.

Comments from Trustees

Chair Gebhardt wanted to thank Trustee Broderick, on behalf of the entire Board of Trustees, for his eight years of service as the Board Chair. Brian has served four terms of two years each and has earned the respect from all of the Trustees. There has been some very difficult years and he has done an excellent job.

Trustee Strom wanted to personally thank Gretchen Alaniz for the time that she spent as a valued Trustee on the Schoolcraft College Board and hopes that things go well for her in the future. The trustees all agreed.
Adjournment

Chair Gebhardt adjourned the meeting at 8:37 p.m.

Elizabeth LaForest, Associate Secretary

Joan Gebhardt, Chair
CERTIFICATE

I hereby certify that the attached is a true copy of the approved minutes of the Organizational and Regular Board meeting held on the 27th day of January, 2021, and that said minutes have been available for public inspection at the address designated on the posted public notice of said meeting from and after the 24th day of February, 2021.

Elizabeth LaForest, Associate Secretary
Board of Trustees