

SCHOOLCRAFT COLLEGE
 18600 Haggerty Rd • Livonia MI 48152-2696

In consideration of the Governor’s Executive Order 2020-75 effective through June 30, 2020
 The Schoolcraft College Board of Trustees Regular Meeting on May 27, 2020
 was held VIRTUALLY at 7:00 pm

Board of Trustees Regular Meeting
 May 27, 2020

MINUTES

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| Members Present | Gretchen Alaniz, Dillon Breen, Brian Broderick, Bill Erwin, Joan Gebhardt, Terry Gilligan, Carol Strom |
| Call to Order for Regular Meeting | Chair Broderick called the May Regular Board Meeting to order at 7:01 p.m. |
| Introduction of Guests and Comments from the Audience | In attendance from Schoolcraft College - Joan Morehead, Pat Turner, Cheryl Hawkins, Glenn Cerny, Cheryl Hagen, Dawn Magretta, Alec Thomson, Van Nguyen, Michelle Randall, Jerome Lavis, Jodie Beckley, Tammy Duval, Paul Michalsen, Matthew Fular, Rena Laverty, Mike Waldyke, Conway Jeffress, Karla Frenzoz. |
| Approval of the Minutes from April 22, 2020 | Chair Broderick stated the minutes from the April 22, 2020, Regular Meeting were approved as submitted. |
| Comments from the Trustees | <p>Trustee Gebhardt thanked Trustee Breen for delivering her Board briefs. She noted that the commencement videos were wonderful. The general commencement was very moving. The nursing ceremony was exceptional and she appreciated that the nursing faculty were part of the video. This was the largest nursing class ever at Schoolcraft College. She enjoyed the culinary graduation video also but wondered why only three baccalaureate degrees were awarded. Chef Shawn Loving explained that with the COVID 19 crisis many students did not have enough time in their lab classes and they will be completing and celebrating in the fall.</p> <p>Trustee Gebhardt participated in the last MCCA Board of Directors Zoom meeting where Carl Weckerle, the new Director of Michigan Colleges Online, spoke about online textbooks. As the Director for the Michigan Colleges Online (MCO), Carl works with all 28 community colleges to provide leadership in support of their distance learning programs and manages the MCO services to students.</p> <p>Trustee Gebhardt understands that the President spends many hours answering his email. She wonders how we can curtail junk mail from being delivered and would like to talk about this at the next IT Subcommittee meeting. She also would like to talk about online textbook agreements.</p> |

**Accomplishments Report for
2019-2020**

Dr. Jeffress formally presented his Accomplishments Report for 2019-2020 to the Board of Trustees. It is now available for all and can be found online at M:\Objectives and Accomplishments\Accomplishments\2019-20 Accomplishments. He went over highlights of the report and thanked the many people involved including the Board, faculty, staff, union members, our lawyers and lobbyists, and all our leaders for all their help and support making Schoolcraft College the success it is today.

To the Board of Trustees -

The COVID-19 virus has had a significant impact on the College. Everything is a bit more difficult when you don't have face-to-face access to all of the people that it takes to make this College operate. We have had to turn everything "on its head" just to continue classes and services so that employees, including student employees, can keep getting paid, students still graduate, service to the community continues, construction continues and the College's mission continues to be fulfilled.

This will be an abbreviated report, hitting highlights rather than going into detail. This is unfortunate because fewer individuals and departments can receive deserved recognition. Some of you may recall when radio stations played the "Top 40" records. This report will be a version of that concept. Schoolcraft's top hits for 2019-20 are:

1. Passage of the Headlee Override - There are many subparts to this one major accomplishment. The first thing we need to recognize is the total participation of College staff - many of our students, members of the Board of Trustees and obviously the support of our community. The Override was passed by a comfortable margin, and over the next 8+ years, will provide an additional \$10+ million dollars per year to the bottom line. While this happened in 2018 the money only began to arrive in 2019.
2. Headlee, Part II - Like a bad movie, we were finished with Headlee until a few bureaucrats decided to ignore the will of the voters, and the approved language. They began imposing Headlee reductions on the Headless Override. With the help of our lawyers (Henry Nirenberg, et al), our lobbyists (Bill Bullard, et al), our Board of Trustees (making use of political muscle this time) and all the College administration, we were able to get Wayne, Oakland and Washtenaw Counties to adhere to ballot language. The net result was not large compared to the actual millage dollar amount but over the 10 year period would have meant the loss of \$3-5 million dollars. It was worth the effort.
3. Reaccreditation of College by HLC - This, again, is a major accomplishment. Accreditation is our "union card;" without it we can't work, without it your credits are of no value, you can't have access to federal financial aid (about \$11 million per year), you would just be dead in the water. While all aspects of the College are judged and each group becomes accountable for their own area (Business for finance, Faculty for teaching quality, Trustees

for overall governance), together we looked great. It will be quite some time before we have to endure this again. For the record, all of this past and going forward was coordinated by Dr. Cheryl Hawkins.

4. Students – Students did well on a number of fronts. There were the usual awards and recognitions. While it is easier to file complaints, there were fewer of them and no “heavy weights” – no sexual assaults or things of that nature. The number of students graduating this year is greater than last year.
5. Construction and Financing - If you consider the fact that the College was near “warning status” from HLC regarding its financial sustainability in 2018-29, we are now in fantastic shape. Several things came together concurrently. We made partnership deals with St. Joe’s, Hawks and Wolves and David Fishman. We passed the Headlee Override. Major construction was started which established an income stream which will carry us for many years into the future. Most of the day to day interactions on these projects was by Dr. Glenn Cerny.
6. . . . and then came COVID-19. We all wish we could hit a fast forward button and be done with this mess but that’s not going to happen. COVID and its collateral impact will be with us for some time. While I cannot say that we were prepared for the pandemic, some of the appropriate solutions were in place. We already had a healthy online program. In any given semester, Schoolcraft had the largest number of online courses of any college in Michigan. Nonetheless, getting nearly everything online took effort. However, Dr. Cheryl Hawkins, Dr. Cheryl Hagen and Mr. Pat Turner worked together in a manner that allowed us to get all but our lab and clinical courses online in less than two weeks. This fact accounts for our relatively small number of student exits and that to the best of our knowledge, acting early and quickly with social distancing resulted in none of our 16 confirmed student COVID cases from College contact. Five of the 16 cases are nursing students and are presumed to have occurred within the hospital clinical setting.

The College formed an Operations Continuity Team (OCT) connecting all of the Cabinet, Chief Steve Kaufman (Campus Police), and Van Nguyen (Marketing and Communications), along with Karla Frentzos and Claudette Lowe (President’s Office). For the first few weeks we met every day via Zoom conferencing. We are now on a regular schedule of three meetings per week. Every action taken in regard to COVID-19 is logged. Every reasonable effort is made to keep staff and trustees informed.

This then, is the short version of what happened last fiscal year. Now we come to the part where I retire and you pick a new president. I’ve enjoyed my stay and I have enjoyed working with a great Board.

May the Force be with You,



Conway A. Jeffress, Ph.D.

President

Consider Adoption of Tax Levy for 2020-21

(Roll Call Vote)

2020-30

Moved by Trustee Strom, seconded by Trustee Erwin, that this Board of Trustees does hereby reaffirm its determination that the ordinary expenses of operating, maintaining, and managing the District and its programs will require, in addition to other monies, the expenditure of all funds raised by levy of the aforesaid 2.2700 mills; and

THAT the 2020 Tax Levy, for all purposes of the District, be set at two dollars and twenty-seven (\$2.2700) per thousand dollars of Taxable Value of the area comprising the District, making a tax yield of thirty-five million, one hundred three thousand, eight hundred seventy-one dollars (\$35,103,871); and

THAT the Board of Trustees does hereby affirm that it is in the District's best interest and sound judgment to collect the 2019 deficiency and authorized levying the .0177 mills on the 2020 winter taxes; and

THAT the Board of Trustees hereby certifies that the foregoing requested millage has been reduced in compliance with "Section 31 of Article IX" of the 1963 State Constitution and that it is also in compliance with "Act No. 2" of the Public Acts of 1968; and

THAT the 2019 Tax Levy be levied and collected as a Summer Tax, in compliance with "Section 144" of the Community College Act, as amended by "Act No. 368," Public Acts of Michigan 1982.

Roll Call Vote

Ayes: Alaniz, Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom

Nays: None

Motion carried.

**Consider Approval of
Purchase Order – 2020 Fall
CEPD Schedules**
(Roll Call Vote)

2020-31 Moved by Trustee Strom, seconded by Trustee Gebhardt, that the Board of Trustees awards a purchase order to Michigan Web Press, Davisburg, Michigan, for 174,000 copies of the 2020 Fall Continuing Education Class Schedules, at a total cost of thirty-two thousand seven hundred twenty-five dollars (\$32,725).

Ayes: Alaniz, Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom

Nays: None

Motion carried.

**Consider Approval of
Purchase Order – Injection
Molding Machine**
(Roll Call Vote)

2020-32 Moved by Trustee Breen, seconded by Trustee Strom, that the Board of Trustees awards a purchase order to Krauss Maffei Corporation, Florence, Kentucky, for one (1) KM80/380CX injection molding machine, at a total cost of seventy thousand two hundred dollars (\$70,200).

Ayes: Alaniz, Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom

Nays: None

Motion carried.

**Consider Approval of
Purchase Order – Steam
Sterilizer Machine**
(Roll Call Vote)

2020-33 Moved by Trustee Gebhardt, seconded by Trustee Gilligan, that the Board of Trustees awards a purchase order to Steris Corporation, Mentor, Ohio, for one (1) Amsco 400 Prevacuum Single Sliding Cabinet Steam Sterilizer, at a total cost of forty-two thousand four hundred seventy-nine dollars (\$42,479).

Ayes: Alaniz, Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom

Nays: None

Motion carried.

**Consider Articulation -
Oakland University for a
Bachelor's Degree in
Integrative Studies**
(Roll Call Vote)

2020-34 Moved by Trustee Strom, seconded by Trustee Breen, that the Board of Trustees authorizes the administration to enter into an articulation agreement with Oakland University for a Bachelor's of Integrative Studies.

Ayes: Alaniz, Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom

Nays: None

Motion carried.

**Consider Articulation -
Oakland University for a
Bachelor's of Science in
Nursing**

2020-35

Moved by Trustee Strom, seconded by Trustee Gebhardt, that the Board of Trustees authorizes the administration to enter into an articulation agreement with Oakland University for a Bachelor's in Nursing.

(Roll Call Vote)

Ayes: Alaniz, Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom

Nays: None

Motion carried.

**Comments from the
Audience**

Dr. Alec Thomson thanked Dr. Jeffress for acknowledging the work and support of the Faculty in the 2019-20 Accomplishments Report. This is the last meeting he will attend as the Faculty Forum President. He has been President of the Forum since 2008 and he is now stepping away. It has been a long journey with work on four contract negotiations, participation in two HLC accreditations and "while it is amazing, I know more than I did in 2008." He went on to thank the administration, and the many good relationships formed over the years. While it is not always easy, he is confident that the Board and Faculty Forum will continue to forge positive relations for the good of the College. Thank you to the Board for listening, talking and working together with me.

Trustee Strom thanked Alec from the Board of Trustees for his leadership. She noted that he has been helpful and we appreciate what he has done. All the Trustees agreed. Trustee Broderick noted how he has enjoyed working with Alec. Trustee Gebhardt noted that she will miss Alec's leadership and thanked him for his service to the College.

Michelle Randall stated that on behalf of the Faculty Forum "We are grateful and thankful for all Alec has done for us. Our mission is the same across campus and is paramount to our success. Thank you."

Adjournment

Chair Broderick adjourned the meeting at 8:02 p.m.

