

**Board of Trustees Regular Meeting
September 25, 2019**

MINUTES

- 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 September Regular Board Meeting to order at 7:00 p.m.
- Introduction of Guests and Comments from the Audience** In attendance - Laura Sensing, Cheryl Hagen, Cheryl Hawkins, Glenn Cerny, Alec Thomson, Dawn Magretta, Van Nguyen, Robert Machnee, and Josiah Thomas.
- Approval of the Minutes from August 28, 2019** Chair Broderick stated the minutes from the August 28, 2019, Regular Meeting were approved as submitted.
- Approval of the Minutes from September 17, 2019** Chair Broderick stated the minutes from the September 17, 2019, Special Meeting were approved as submitted.
- Comments from the Trustees** Trustee Gebhardt said she attended the School Daze event for the League of Women Voters. It was beautiful weather and they registered 45 students. There were two other tables set up to register voters and offer absentee voter information. She noted that it was the best School Daze ever.

Report of the President

President's Report to the Board of Trustees

September 25, 2019

Academics

- In August, Occupational Programs, in partnership with the Business Development Center (BDC), successfully completed our sixth short-term training program through the AM-Catalyst grant. Five participants completed the CNC Operator Training program, taught by Manufacturing Professor, Gene Keyes, with all five students earning two national credentials –



National Institute for Metalworking Skills (NIMS) and OSHA 10. The five participants were very excited that they all passed the NIMS exam on the first attempt. Student Genmonte was very emotional after the exam, saying it was the first time he had successfully completed anything.

One of the participants experienced some significant barriers during the course (car/transportation issues and housing instability). Through the supportive services offered through the grant and The Hinkle Center at Schoolcraft College, Brittany was able to stabilize her housing and transportation and successfully completed the course. On her interview day, she was offered employment. Today she is working as a machine operator, with a competitive pay rate and full benefits. This short-term CNC training program has been very well received by our employer partners over the last several years and has an overall placement rate of 86%.

- In partnership with the military's Medical Education Training Center, Schoolcraft College has designed and finalized articulations which allow veterans and active military students with prior experience or certification to gain college credit toward the following academic programs: Health Information Technology AAS Degree, Pharmacy Technician Skills Certificate, Pharmacy Technician Certificate, and the newly approved Health Professionals Management AAS for Pharmacy Technicians. Traditional students with the appropriate experience or certification will also be able to capitalize on their prior knowledge by using the college's prior learning assessment option that will help to fast-track the completion of their program toward graduation.

Athletics

- The Volleyball Team has an overall record of 3-9 and a MCCA record of 1-1. The team travels to Mott for their next game on September 26.
- The Women's Soccer Team has an overall record of 1-1 and a MCCA record of 1-1. The team will host Delta College on September 28; following the second annual Alumni Day Tailgate.
- The Men's Soccer Team has an overall record of 1-1 and a MCCA record of 2-1. The team will host Cincinnati State on September 28; following the second annual Alumni Day Tailgate.
- The basketball season officially starts on October 1.

Awards and Recognition

- Schoolcraft Scholar, Stefannie Hills, was one of 33 higher education students selected to serve on Secretary of State Jocelyn Benson's Collegiate Student Advisory Task Force. Steffanie represents Schoolcraft College in a mission to improve voter engagement in Michigan – "participants will advise on the unique challenges encountered by voters ages 18 to 24 and recommend a series of programmatic, administrative or policy change." *Secretary Benson announces Collegiate Student Advisory Task Force:* <https://youtu.be/w1wiTOXZDgo>.
- Dr. Debi Vendittelli, DNP, ANP-BC, Associate Dean-Nursing, was elected as Vice Chair for the Michigan Board of Nursing. She also serves on the Nursing Education, Allegations, and Nursing Rules Committees, and as a Conferee for nursing disciplinary cases.
- Jennifer Woodrum has been appointed as the Student Ambassador for Schoolcraft College to the Michigan Association for Healthcare Quality (MAHQ). In this role, she is assisting with the social media presence of MAHQ and serves as a liaison between the HIT program and the MAHQ board.

- Dr. Rob Leadley, Dean of Occupational Programs and Economic Development, served on a team of other local business, education, and government representatives to review the proposed Wayne Regional MiSTEM strategic initiatives. The MiSTEM network is a state-sponsored organization that is focused on building awareness, opportunities, and educational curriculum to encourage and support students to pursue STEM careers. The four pillars of the network include: Creating a STEM Culture, Empowering STEM Teachers, Integrating Business and Education, and Ensuring High-Quality STEAM Experiences. Once specific strategies are established around these pillars, the WR MiSTEM network will submit a grant later this year to the state to seek funding for their initiatives.
- On Saturday, September 9th, WDIV Channel 4 aired a *Tech Time* segment, hosted by Andrew Humphrey, focusing on the drone classes offered by Schoolcraft's Continuing Education and Professional Development (CEPD)



department. CEPD program coordinator, Michele Fuher, and CEPD drone instructors, Chris Meyer and Zak Wilson, were interviewed.

The segment focused on the necessary training to operate a drone safely and legally and the value of our programs to the Metro Detroit community. The full video can be accessed through this link:

<https://www.clickondetroit.com/tech/tech-time/drone-pilot-training-course-offered-at-schoolcraft-video>.

- Abigail Booth, 2019 HIT program graduate, has received a \$500 scholarship award from the Southeastern Michigan Health Information Management Association (SEMHIMA). In making the award decision, the SEMHIMA scholarship committee reviewed Abigail's GPA, school, social, community and professional association involvement, honors, awards, and recognition, as well as work experience. Abigail served as the Treasurer of the HIT Club for the 2018-2019 school year.

Career Services and Hinkle Center

- As of September 16, 248 student employees are working on campus for Fall 2019.
- From August 22 through September 16, two students were awarded a total of \$1,000.00 from the Student Emergency Fund and 55 students were awarded a total of \$43,453.78 from the Special Populations Scholarship (SPOPs) for the Fall 2019 semester.
- Employers recruiting on campus in September include the Container Store, Deadwood Bar & Grill, Busch's Fresh Food Market, United States Census and Pathways to Self Determination.
- Comerica Bank held a hiring fair at Schoolcraft on September 17. Comerica is very interested in forming a partnership to include a pipeline of business and accounting students for entry-level to management training positions.

Campus Police

- Chief Steve Kaufman and IOC Technicians Kristen Robinson, Amy Turri, Chuck Bartenslager, and Denise Bennett attended an Open Source Intelligence

(OSINT) course at Madonna University on September 13 presented by the Fraternal Order of Investigators. The 98 attendees increased their knowledge of Computer-Aided Investigations, OSINT, and Digital Officer Safety, and eight CPE credits were granted for Specialized Knowledge and Applications, Regulatory Ethics, and Information Technology in accordance with the standards of the National Registry of CPE Sponsors.

- Officer Carla Murray attended FEMA sponsored Field Force Operations training at Grayling Military Training Camp, in Grayling, Michigan on August 19-21. Officers attended training in: Overview of Civil Actions, Mass Arrest, Team Tactics, Legal Considerations, Protester Tactics, Crowd Dynamics, Riot Control Protective Equipment, and Riot Control Agents.
- Chief Kaufman and Deputy Chief Engstrom attended the FBI National Academy Association Michigan annual conference on September 4-6. Presentations included Chief Parry from Coral Springs, Florida, who shared lessons-learned during the Marjorie Stoneman Douglas High School shooting/murders in Parkland, Florida, and School Safety Best Practices from Gary Sikorski, Director of Community-Wide Security for the Jewish Federation of Metropolitan Detroit, and Mitch Javidi, PhD. at the National Command & Staff College on Leadership & Stress.
- President Dr. Conway Jeffress, Vice President & CFO, Dr. Glenn Cerny, and the Campus Police Department hosted an advanced table top exercise on August 21 with campus partners that included Masco executives, FBI supervisory agents, Livonia Police Department and Northville Township command officers, Detroit Crime Commission members, and the City of Livonia Emergency Manager. This was facilitated by Andy Arena, retired FBI Detroit Special Agent in Charge and Executive Director of the Detroit Crime Commission and followed up on the previous June 10 table top discussion. This table top focused on Schoolcraft College's response to an active assailant incident with domestic terrorism as its genesis. Each table top results in an after-action report that advises the College on recommendations for improvement to our response capabilities toward ensuring a safer campus for students, staff, and visitors.
- Officer Carla Murray attended Michigan Commission on Law Enforcement Standards (MCOLES) sponsored Comprehensive Sexual Assault Investigations training on September 10-11. Training consisted of lecture, demonstration, and scenario based exercises about: benefits of conducting trauma-informed interviews of victims and witnesses; how to conduct trauma informed interviews of sexual assault victims; how to develop a plan for thorough investigation of non-stranger sexual assault cases; the concept of micro-corroboration and how it enhances successful prosecution; how to conduct a pre text phone call/electronic communication; how to plan for and conduct an effective suspect interview/interrogation; and how to write meaningful reports that enhance likelihood of successful prosecution.

Development and Foundation

- CulEx was held on Sunday, September 15, 2019, and raised over \$90,000. The event attracted over 700 guests, 50 restaurants/vendors and a record \$76,500 in sponsorships. WJR's Marie Osborn was once again the Emcee in the VIP Room Dinner in Your Home for 10 by Chef Marc Djozlija and a one-of-a-kind dinosaur sculpture by welding faculty member Coley McLean. Pre-event coverage was on WJR and HOUR Magazine.
- The Foundation Board of Governors approved a 5-year, \$10 Million Campaign based on the results of the feasibility study conducted. Work is currently being done to refine the case statement, develop an overall campaign plan, development of materials and secure detailed information about specific

projects supported by such a campaign. This will be a comprehensive campaign focused on three over-arching areas which are flexible for needs that may arise through the duration of the campaign:

- Grow Talent Pipeline for In-demand Jobs – expansion of Professional Trades & Applied Sciences Programs.
- Student Success – Scholarships & Awards, Student Emergency Needs, International Student Center, Veterans Center, Student Supports, etc.
- Community-Centric – Community Programs & Partnerships including K-12, Senior Programs, Veterans/Military Families.
- Upcoming events:
 - Schoolcraft’s Alumni and Friends Tailgate on Saturday, September 28 from 11:00am to 2:00pm. Tickets are available!
 - Estate Planning Workshop on October 25.
 - Donor Appreciation Dinner on November 7.

Enrollment Services

College Night, will be held on Tuesday, October 1 from 6:00 to 8:00pm in the VisTaTech Center. This community event is one of the largest in the state and serves students and their families by connecting them with various colleges and universities across the nation. Attendees are encouraged to talk with the 89 colleges attending to get information related to pursuing various options for higher education.

Events - Past

- On August 15th, Schoolcraft hosted the I-275 Industrial Council, a unique team of education, business, and policy leaders from communities along the I-275 corridor that collaborates to pursue solutions to workforce and economic issues that support the region’s growth. The Goodwill Industries’ Flip the Script program, which provides second-chance opportunities for returning citizens, was the key focus of the meeting. Bobby Hines, a “graduate” from a similar program provided his personal testimony. At age 43, he rebuilt his life through a program like Flip the Script that taught him to be a welder. Today, he is successful at his job, owns a home, and has “some money in the bank.”
- Our faculty and staff enjoyed an inspiring professional day to kick off the Fall 2019 semester on August 26, 2019. They received updates from Dr. Jeffress about the many building projects and listened to information from Dr. Alec Thomson about their role in the upcoming Higher Learning Commission (HLC) visit scheduled for this November. Heather McGowan shared ideas about the realities students will face as they enter the future workforce and the role of Higher Education.
- The Small Business Development Center (SBDC) co-hosted a *Boost with Facebook* event on August 22. Jodie Beckley, SBDC Coordinator, introduced special guest Congresswoman Haley Stevens. Sara Gumina, SBDC Technician, provided information about SBDC services to over 150 people attendees. Small business owners learned about local business resources, the latest Facebook best practices, and strategies for growing their business.
- On August 20, 2019, CEPD welcomed 232 administrators from Schoolcraft’s six service districts to the 11th annual *Opening Day for K-12 Administrators* event. Speakers David Dye and Karin Hurt discussed: *Winning Well: Educational Leadership that Gets Results without Losing Your Soul*. Their presentation offered strategies for setting expectations, effective communication and meetings, and managing employees. The speakers offered free access to

numerous resources via www.kiwilive.com, access code: engage. As a charitable endeavor, David and Karin build water wells in Cambodia. At the conclusion of their presentation, they announced that they dedicated a well in honor of Schoolcraft College.

- On August 19, Gene Keyes, hosted the Black Frog Robotics team from Novi Middle School. The students learned about careers in manufacturing. The team



has advanced to the World Championship in six of the last seven years, and is always interested in learning from industry experts. In addition to this outreach event, Keyes routinely serves as a judge for FIRST robotics competitions in the metro area.

Financial Aid

Schoolcraft College is now a Phase 1 and Phase 2 school for the state of Michigan Tuition Incentive Program (TIP) award. This will allow the College to award Tip Phase 2 to any eligible students who are in the Culinary and Dietary Operations program. Schoolcraft joined the following community colleges that offer TIP Phase 1 and Phase 2 benefits to students: Alpena Community College, Henry Ford College, Jackson College and Northwestern Michigan College.

Grant News

The Nursing Department received a \$12,121.00 grant from the Michigan LARA (Licensing and Regulatory Bureau) Fund this year and was able to purchase a 1 year old pediatric simulation manikin, a bassinet for the Super Tory simulation infant, a crash cart with drawers filled with simulated equipment/medications, and other equipment to utilize during simulations with nursing students and healthcare providers.

Public Safety Training Center (PSTC)

The renovation at the Firearms Training Complex (FTC) for a new firearms simulator system has been completed. A former storage room was repurposed to accommodate the new larger simulator with state-of-the-art high definition graphics in a total immersive 300 degree training environment for the students.

The new system replaced a one screen system with five screens that allow for more interactive scenarios to improve the force-on-force decision making and de-escalation training skills of the students. The new system will be utilized for police academy recruit training and professional development training for existing police officers and private sector security response groups at churches, schools and executive protection teams. The new system purchased from Meggitt Inc. is the only system located in the Midwest.

Student Activities

- The Student Activities Board's annual Make It Take It Free Ice Cream Sundae event on September 11 was a great success with 400 students in attendance. Students were able to build their own sundaes with 20 toppings to choose from and be entertained by acoustic artist Sam Corbin while enjoying their treat.
- On September 11, the Business Club hosted the *GRIT Workshop* presented by Northwood University. The workshop was based on the popular book, *GRIT*, by Angela Duckworth and the 10 students who attended were able to learn what roles IQ and talent ultimately play in success, as well as receive an understanding of the role passion and perseverance play in outstanding achievement.
- The newly formed Engineering Club hosted a movie night featuring the 2019 documentary film *Apollo 11* on September 13. The documentary includes never-before-seen footage and audio recordings from the first spaceflight where people walked on the moon.
- The annual School Daze Festival (September 18 & 19) got a little bigger this year and was once again a great success. Student Activities is still tabulating the number of students who signed up to participate with the clubs this semester, but by all accounts, students had a great time and it's estimated the event attracted over 2,500 students, staff and visitors.
- The Business Club and Walsh College presented *The Art of Networking*, with guest speaker Adam Wolf, Enrollment Consultant with Walsh College, on September 25. Students learned how to become active listeners, how to approach and converse, how to stay engaged, and how to create a network.

Upcoming Events

- On September 26, the Student Activities Board will host a picnic on the lawn between the Liberal Arts and Forum buildings from 1:00 to 3:00pm. This is a great opportunity for students to have a good time and meet new friends, as they participate in games, and enjoy a picnic lunch of hot dogs, chips and beverages.
- Phi Theta Kappa will host a Game Night on September 26 from 5:00 to 9:00pm in the lower level of the VisTaTech Center; students are invited to play board games, enjoy pizza and make new friends.
- Michigan Blood will be on campus on Tuesday, October 1 and Wednesday, October 2 from 10:00am to 4:00pm in the lower level of the VisTaTech Center. Anyone interested in donating blood can schedule an appointment by calling 866-642-5663 or visiting www.versiti.org; walk-ins are also welcome.
- On October 1, the Student Activities Board will host a Karaoke event in the lower level of the VisTaTech Center. All are invited to attend to enjoy light refreshments and are welcome to sing their favorite song.
- The Schoolcraft Amnesty International Club and Freedom House Detroit will join together for Coffee and Conversation on Thursday, October 3 from 2:00 to 4:00pm in the lower level of the VisTaTech Center. Freedom House Detroit is a temporary home for indigent survivors of persecution from around the world who are seeking asylum in the United States and Canada. This will be an event where individuals can join together in conversation with friends from around the world and enjoy food, music and camaraderie.
- On October 4, the Asian Student Association will host its annual Navratri Garba event in the VisTaTech Center from 7:00pm to Midnight. This cultural event will feature a traditional Indian dinner with live music and dancing. Tickets are \$15 in advance or \$20 at the door.

Updates

The House has approved Senate Bill 134. The bill now goes back to the Senate Clerk and presentation to the Governor. Its fate is unknown. It is a 1.1% increase.

Approval of State of Michigan Appropriations for Local Strategic Value

2019-75 Moved by Trustee Strom, seconded by Trustee Gebhardt, that the Board of Trustees verifies that Schoolcraft College has met the above best practices described by the Performance Indicators Task Force under Section 230, Part 2 of the Appropriation Line Item and Boilerplate History from the State of Michigan Senate Fiscal Agency.

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

Nays: None

Motion carried.

Approval Bond Issuance

2019-76 Moved by Trustee Gebhardt, seconded by Trustee Strom, that the Board of Trustees approves the authorization and awarding of the bond in the amount of \$22 million (\$22,000,000) to complete the addition and renovations of the Applied Sciences Capital Outlay project and to fund the construction and renovation of the Manufacturing and Engineering Center.

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

Nays: None

Motion carried.

Approval of Purchase Order – Campus Police Base Radio System

2019-77 Moved by Trustee Breen, seconded by Trustee Erwin, that the Board of Trustees awards a purchase order to ComSource, Inc., Plymouth, Michigan, for a new dispatch base radio system as defined in the specifications at a total cost of one hundred fifteen thousand nine hundred twenty-five dollars (\$115,925).

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

Nays: None

Motion carried.

Approval of Purchase Order – 2019-78 Moved by Trustee Gilligan, seconded by Trustee Strom, that the Board of Trustees awards a purchase order to Gorno Ford, Inc., Woodhaven, Michigan, for two (2) 2019 police rated patrol vehicles, Ford Utility Interceptors, at a total cost of sixty-eight thousand four hundred ninety dollars (\$68,490).

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

Nays: None

Motion carried.

Approval of Purchase Order – 2019-79 Moved by Trustee Gebhardt, seconded by Trustee Gilligan, that the Board of Trustees awards a purchase order to Prism RBS, Folsom, California, for updated POS terminals as noted in the specifications, at a total cost of forty-eight thousand seven hundred dollars (\$48,700).

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

Nays: None

Motion carried.

First Reading Policy 2160— Student Complaints The Board held a first reading with proposed edits to Policy 2160—Student Complaints

First Reading of Policy 2014 – Veterans The Board held a first reading with proposed edits to Policy 2014 – Veterans.

First Reading of Policy 2260 – Non-Enrolled Children-Minors on Campus The Board held a first reading with proposed edits to Policy 2260 – Non-Enrolled Children-Minors on Campus.

Second Reading of Policy 2019-80 Moved by Trustee Breen, seconded by Trustee Strom, that the Board of Trustees approves the edits to Policy 1061 – Clery Act.

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

Nays: None

Motion carried.

- Second Reading of Policy 2014 – Veterans** **2019-81** Moved by Trustee Gebhardt, seconded by Trustee Erwin, that the Board of Trustees approves the edits to Policy 2014 – Veterans.
- Ayes: Alaniz, Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom
- Nays: None
- Motion carried.
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- Second Reading of Policy 2260--Non-Enrolled Children-Minors on Campus** **2019-82** Moved by Trustee Gebhardt, seconded by Trustee Gilligan, that the Board of Trustees approves the edits to Policy 2260--Non-Enrolled Children-Minors on Campus.
- Ayes: Alaniz, Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom
- Nays: None
- Motion carried.
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- Second Reading of Policy 5011--Use and Finance Statements** **2019-83** Moved by Trustee Gebhardt, seconded by Trustee Erwin, that the Board of Trustees approves the edits to Policy 5011--Use and Finance Statements.
- Ayes: Alaniz, Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom
- Nays: None
- Motion carried.
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- Articulation – with Eastern Michigan University (EMU) for a Bachelor of Science Degree or Bachelor of Arts Degree in Computer Science** **2019-84** Moved by Trustee Gilligan, seconded by Trustee Strom, that the Board of Trustees authorizes the administration to enter into an articulation agreement with EMU for a Bachelor of Science Degree or Bachelor of Arts Degree in Computer Science.
- Ayes: Alaniz, Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom
- Nays: None
- Motion carried.
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- Adjournment** Chair Broderick adjourned the meeting at 7:41 p.m.

SCHOOLCRAFT COLLEGE
18600 Haggerty Road, Livonia, Michigan
734-462-4418

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 25th day of September, 2019, 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 October, 2019.

Karla W. Frentzos
Associate Secretary
Board of Trustees