

SCHOOLCRAFT COLLEGE
JC228 · 18600 Haggerty Rd · Livonia MI 48152-2696

Board of Trustees Regular Meeting
October 27, 2021
7:00p.m.

MINUTES

Members Present	Dillon Breen, Brian Broderick, Bill Erwin, Joan Gebhardt, Terry Gilligan, Carol Strom.
Members Absent	Brett Gierak.
Call to Order for Regular Meeting	Chair Gebhardt called the October Regular Board Meeting to order at 7:00 p.m. All members stood and took part in the Pledge of Allegiance.
Approval to Amend the October 27, 2021 Agenda	2021-62 Moved by Trustee Strom, seconded by Trustee Gilligan, that the October 27, 2021 Agenda be amended to move item 8 - Proclamation from Wayne County Commission and item 9 – Proclamation from Wayne County to the top of the Agenda. Ayes: Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom Nays: None Absent: Gierak Motion carried. Ms. Terry Marecki, Wayne County Commissioner, 9 th District, presented to Chair Joan Gebhardt a resolution on behalf of the Wayne County Commission to congratulate Schoolcraft College for its 60 th Anniversary. Mr. Assad Turfe, Wayne County Executive Chief of Staff, presented to Chair Joan Gebhardt a resolution on behalf of the Wayne County Executive to congratulate Schoolcraft College for its 60 th Anniversary.
Introduction of Guests	Fourteen guests were in attendance including: Stacy Whiddon, Rena Lavery, Steven Kaufman, Van Nguyen, Melissa Schultz, Robert Machnee, Terry Marecki, Assad Turfe, Mark Huston, Emily Podwoiski, Jerome Lavis, Jon Lamb, Dana Coomes, and Sharon Banks.
Approval of Minutes from the September 22, 2021 Regular Meeting	Chair Gebhardt stated that the minutes from September 22, 2021 Regular Meeting were approved as presented.

Comments from Trustees

Trustee Breen attended the SEMCOG General Assembly where nothing was voted on and there was extensive talk of flooding and the new federal spending package.

Chair Gebhardt attended a Growth Works program at St. John's Center focusing on an interesting point of diversity: politics. It was presented by Nolan Finley and Steven Henderson.

Chair Gebhardt recently attended the American Community College Association (ACCA) Conference and commented on how many Michigan community colleges presented.

Chair Gebhardt commented that Kathleen Lomako, member of the Schoolcraft Development Authority Board, commented that she thought the President's Annual Report was the best piece of Schoolcraft literature she had ever seen put out.

Audit Report 2020-2021 - Plant Moran, PLLC

Mr. Jon Lamb wanted to thank his team for their effort in completing this year's audit: Kim Green, Janine Gillow, and Ann Sheehan. In addition, he wanted to thank Melissa Schultz and Michael Williams for their part in the Federal Awards audit.

Ms. Dana Coomes, Plante & Moran, PLLC, started by announcing that the audit was highly successful. Plante & Moran, PLLC has given Schoolcraft College an unmodified opinion on the financials, which is the best opinion that you can receive. No significant audit adjustments or internal deficiencies were found as a result of their audit of the college financials or the federal awards.

Ms. Coomes explained that the audit report had been gone over in detail with the Board Audit Committee. She congratulated the College on a job well done.

Chair Gebhardt wanted to personally thank the Schoolcraft team and congratulate them on a job well done. She also thanked Trustees Erwin, Breen, and Gierak for serving on the Audit Committee.

Report of the President

This month's spotlight was highlighting the Schoolcraft Honors program and Dr. Mark Huston, Philosophy Faculty, and Ms. Emily Podwoiski, Honors Coordinator.

Dr. Cerny introduced the Board of Trustees to Van Nguyen, Chief Marketing and Communications Officer, as part of the Leadership Team, and Jon Lamb, Chief Financial Officer, as part of the Executive Team.

Receiving the Management Letter

2021-63 Moved by Trustee Broderick, seconded by Trustee Strom, that the Board of Trustees acknowledges that there were no Management Letter items related to the audit for the fiscal year ending June 30, 2021 requiring action by management.

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

Nays: None
Absent: Gierak
Motion carried.

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| Acceptance of the Audit Report | 2021-64 | <p>Moved by Trustee Erwin, seconded by Trustee Breen, that the Board of Trustees accepts the 2020-21 Audit Report of the independent auditors, Plante & Moran, PLLC, for the fiscal year ending June 30, 2021.</p> <p>FURTHER BE IT RESOLVED that the administration is hereby authorized to publish the results of the 2020-21 Audit, in accordance with the provisions of Public Act 331 (1966).</p> <p>Ayes: Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom
Nays: None
Absent: Gierak</p> |
| Approval - Articulation Agreement with Novi Public School Districts Building Wealth and Accounting 1 Courses | 2021-65 | <p>Moved by Trustee Strom, seconded by Trustee Erwin, that the Board of Trustees authorizes the administration to enter into an articulation agreement with Novi Public School Districts in the approved education occupations programs.</p> <p>Ayes: Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom
Nays: None
Absent: Gierak
Motion carried.</p> |
| Approval – Articulation Agreement with Wyandotte Public School District’s Technical Drawing and Advanced Drafting Occupations and Design Technology | 2021-66 | <p>Moved by Trustee Breen, seconded by Trustee Strom, that the Board of Trustees authorizes the administration to enter into an articulation agreement with Wyandotte Public School district with the approved education occupations programs.</p> <p>Ayes: Breen, Broderick, Erwin, Gebhardt, Gilligan, Strom
Nays: None
Absent: Gierak
Motion carried.</p> |
| Award Full Status Contracts | 2021-67 | <p>Moved by Trustee Broderick, seconded by Trustee Strom, that a full status contract be issued to Heather House and Katy Shields, beginning with the Winter 2022 instructional college year as recommended by the President in accordance with the provisions of the Master Agreement between the Board of Trustees at Schoolcraft College and the Faculty Forum.</p> |

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

Award Second Year Probation Status **2021-68** Moved by Trustee Gilligan, seconded by Trustee Broderick, that a second year probationary contract be issued to Dennis Fohey and Samer Hariri, beginning with the Winter 2022 instructional college year as recommended by the President in accordance with the provisions of the Master Agreement between the Board of Trustees at Schoolcraft College and the Faculty Forum.

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

Approval of Purchase: Police Academy Vehicle **2021-69** Moved by Trustee Strom, seconded by Trustee Gilligan, that the Board of Trustees awards a purchase order to Gorno Ford, Woodhaven, Michigan, for a 2021 police rated Ford SUV, at a total cost of forty-three thousand and forty-seven dollars (\$43,047).

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

Approval of Purchase: 3D Printer **2021-70** Moved by Trustee Strom, seconded by Trustee Erwin, that the Board of Trustees awards a purchase order to Advanced Technologies Consultants, Inc., Northville, Michigan for the purchase of (1) Stratasys J55 3D Printer system at a total cost of eighty-four thousand eight hundred and eighty dollars (\$84,880).

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

Approval of 80/20 Percentage Insurance Premium **2021-71** Moved by Trustee Broderick, seconded by Trustee Gilligan, that the Board of Trustees approves the authorization of the 80/20 percentage cost-sharing option between the College as the employer and the employees for medical insurance premiums during the 2022 benefit plan coverage year.

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

Signing a Letter of Support for Non-Discrimination

2021-72 Moved by Trustee Strom, seconded by Trustee Breen, that the Board of Trustees will sign a letter of support for about non-discrimination.

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

First Reading of Policy 4230

First Reading

NEW DRAFT POLICY 4330

SCHOOLCRAFT COLLEGE
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REMOTE WORK POLICY

The Remote Work Policy allows employees to work at home or in a satellite location for all or part of their workweek. Schoolcraft College considers Remote Work to be a viable, flexible work option when both the employee and the job are suited to such an arrangement.

While Remote Work may be appropriate for some employees and jobs, it is not appropriate for all positions. In general, positions requiring face-to-face interaction, or work related to physical space on campus, will not be suitable for Remote Work arrangements. Remote Work is not an entitlement and it in no way changes the terms and conditions of employment with Schoolcraft College. Remote Work eligibility will be determined on a case-by-case basis.

This Policy may apply in instances where a pandemic or natural disaster necessitates Remote Work arrangements (i.e. COVID-19 quarantine). This Policy does not apply to requests for reasonable accommodation for a disability or occasional work from home arrangements. Employees requesting to remotely work as a reasonable accommodation should follow Schoolcraft College's procedures on requests for reasonable accommodation.

Comments from the Audience

Ms. Stacy Whiddon, Chief Academic Officer, wanted to echo the sentiments already given to the finance team on the work done on the audit. In addition, she wanted to thank the Board for approving the 3D printer. She wanted to let the Board know that Thea Greenshields, Operations Coordinator, saw a deal on the normally \$117,000 printer and was able to utilize her networking to be able to acquire a portion of the College's Perkins funding early in order to realize a \$33,000 savings.

Comments from Trustees

Trustee Strom wanted to send a letter of congratulations on a very successful audit to the staff involved from the Board of Trustees.

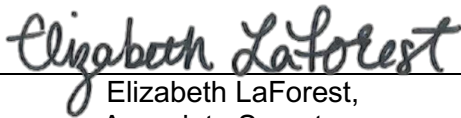
Chair Gebhardt requested that a copy also be sent to the HR files of the individual employees. In addition, she requested that the administration provide lunch to these employees on behalf of the Board of Trustees.

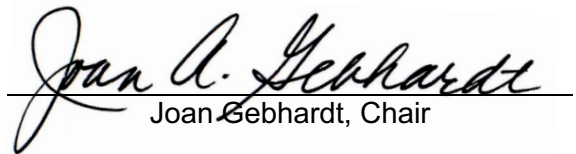
Trustee Erwin requested an update on the Health Sciences building. Dr. Cerny announced that Nursing, Radiology, and Pharm Tech classes will be starting in Winter Semester of 2022 with the other classes to follow in May.

Trustee Strom wanted to announce that November's Board meeting is held the third Wednesday of the month, instead of the fourth due to the holiday.

Adjournment

Chair Gebhardt adjourned the meeting at 8:23p.m.


Elizabeth LaForest,
Associate Secretary


Joan Gebhardt, Chair

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18600 Haggerty Road, Livonia, Michigan
734-462-4467

CERTIFICATE

I hereby certify that the attached is a true copy of the approved minutes of the Regular Board meeting held on the 27th day of October, 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 17th day of November, 2021.


Elizabeth LaForest, Associate Secretary
Board of Trustees