

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

Board of Trustees Regular Meeting
April 27, 2022
7:00 p.m.

MINUTES

- Members Present** Dillon Breen, Brian Broderick, Bill Erwin, Joan Gebhardt, Brett Gierak, Terry Gilligan, Carol Strom
- Members Absent** None.
- Call to Order for Regular Meeting** Chair Gebhardt called the April Regular Board Meeting to order at 7:02 p.m.
All members stood and took part in the Pledge of Allegiance.
- Introduction of Guests** 13 guests were in attendance including: Patrick Sturdy, Brenda Leavens, Chelsea Willis, Jerome Lavis, Stacy Whiddon, Dawn Magretta, Robert Machnee, Jon Lamb, Larry Choraszewski, Olivia Hudson, Madison Ling, Steve Kaufman, and Susan Sather.
- Minutes from the March 23, 2022 Regular Meeting** Chair Gebhardt stated there were some grammatical and typographic errors that she had sent to Ms. LaForest that will be put into the minutes. In addition, she wanted to include on page 2 at the end of the last paragraph, that “This shows that the new MCCA President, Brandy Johnson, listens and acts to the College presidents and trustees”.
On page 3, she requested that under Granting Distinguished Alumni Award it state that “Canton Clerk Michael Siegrist”.
- Minutes from the April 6, 2022 Special Meeting** Chair Gebhardt stated that on page 3, the last paragraph under the President’s report should state: “House Fiscal Agency’s Community College Operations Appropriation of the Governor’s Recommendations”.
- Approval of Minutes from March 23, 2022 Regular Meeting and April 6, 2022 Special Meeting** **2022-27** Moved by Trustee Gierak, seconded by Trustee Breen that the Board of Trustees accepts the a minutes from the March 23, 2022 Regular Meeting and April 6, 2022 Special Meeting as amended.
- Ayes: Breen, Broderick, Erwin, Gebhardt, Gierak, Gilligan, Strom
Nays: None
Absent: None
Motion carried.

Communications to the Board	Ms. Beth LaForest stated that the Trustees had before them personalized stationary from Khan from the Design and Duplication Center as well as “The Graduates Almanac” produced by the Foundation to be given out at commencement.
Comments from Trustees	<p>Chair Gebhardt congratulated Dawn Magretta upon receiving her Master’s degree. She shared with the other trustees a message from Dawn which stated that she was “very fortunate that Schoolcraft and the Board invests in their employees.”</p> <p>Chair Gebhardt shared that so far in April the Trustees have attended nine events.</p> <ul style="list-style-type: none">• 4/1 Barefoot in the Park Theater Production• 4/13 Joint Northville and Northville Township State of the Community• 4/14 Employee Appreciation Luncheon• 4/19 Registered Apprentice Completers• 4/21 Culinary Arts Recognition Ceremony• 4/23 PTK Induction Ceremony• 4/25 Meet and Greet with the Governor• 4/26 MCAP Celebration• 4/27 HSC Ribbon Cutting Ceremony <p>Trustee Erwin commented that all of the commencements and graduations were still coming up in May.</p> <p>Trustee Gierak stated that the I-275 landscaping on the sound wall around the cell tower is adding a freshness to the area and he is very impressed.</p>
Proposed Timetable for President’s Evaluation	<p>Chair Gebhardt has assigned Trustees Strom and Broderick, as well as herself, to the President’s Compensation Committee. The President will prepare for the Trustees a report of the year’s accomplishments around the College’s Strategic Plan.</p> <p>May 11 Accomplishments and Evaluation Form will go to the Trustees May 11 First Meeting of the Compensation Committee June 13 Special Board Meeting including Closed Session to discuss the President’s Evaluation</p>
Summary of Budget 2022/23	Jon Lamb, Chief Financial Officer, went through a brief presentation outlining the Colleges General Fund Budget, Proposed Tuition and Fees, and the Ancillary Fund Budgets.
Report of the President	<p>This month’s spotlight was highlighting the Pythagorean Prize and the Math Department. Larry Choraszewski, Math Faculty, and Olivia Hudson, Student and 21/22 First Prize Winner were in attendance.</p> <p>Dr. Cerny also introduced Beth LaForest, Director of Strategic Operations and Board Liaison, as part of the Leadership Team and Susan Sather, Senior Director of Employee Financial Services, Pensions, and College Disbursements, as part of the Executive Team to the Board of Trustees.</p>

Establishing Date for Public Hearing on the 2022/23 General Operating Budget **2022-28**

Moved by Trustee Broderick, seconded by Trustee Breen, that in accordance with "Act No. 43" of the *Public Acts of 1963* and "Act No. 2" of the *Public Acts of 1968*, the public hearing on the 2022/23 General Operating Budget be scheduled for Wednesday, May 25, 2022, at 7:00 p.m., in the Board Conference Room.

FURTHER BE IT RESOLVED that the administration is hereby authorized to publish notice of such hearing in the *Observer & Eccentric* and the *Northville Record*, newspapers of general circulation within the College District.

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

Nays: None

Absent: None

Motion carried.

Granting a Resolution of Congratulations of Retirement **2022-29**

Moved by Trustee Strom, seconded by Trustee Erwin, that the Board of Trustees offers congratulations to Michelle Kendall-Williams on her accomplishments and service to the College and extends to her best wishes.

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

Nays: None

Absent: None

Motion carried.

Granting a Resolution of Appreciation **2022-30**

Moved by Trustee Strom, seconded by Trustee Broderick, that the Board of Trustees adopts the following resolution: BE IT RESOLVED that the Board of Trustees offers congratulations to Christopher Kelly on his accomplishments and service to the College and extends to him best wishes.

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

Nays: None

Absent: None

Motion carried.

Award of Fourth Year Probationary Contract **2022-31**

Moved by Trustee Gierak, seconded by Trustee Breen, that a fourth year probationary contract be issued to Jane Windell beginning with the fall 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, Gierak, Gilligan, Strom

Nays: None

Absent: None

Motion carried.

- Approval of Articulation Agreement with Taylor School District's Cybersecurity Course** **2022-32** Moved by Trustee Strom, seconded by Trustee Gilligan, that the Board of Trustees authorizes the administration to enter into an articulation agreement with Taylor School District for CNT115 – Cybersecurity Fundamentals.
- Ayes: Breen, Broderick, Erwin, Gebhardt, Gierak, Gilligan, Strom
Nays: None
Absent: None
Motion carried.
- Award of Purchase Order – DDC Copier Replacement** **2022-33** Moved by Trustee Broderick, seconded by Trustee Strom, that the Board of Trustees awards a purchase order for one (1) high volume Canon Imagepress C710 production copier as defined in the specifications to Canon Solutions America, Novi, Michigan, at a total cost of forty-five thousand and six hundred and forty dollars (\$45,640).
- Ayes: Breen, Broderick, Erwin, Gebhardt, Gierak, Gilligan, Strom
Nays: None
Absent: None
Motion carried.
- Going into a Closed Session** **2022-34** Moved by Trustee Strom, seconded by Trustee Gilligan, to consider going into a closed session under the Open Meetings Act section 8(d) to discuss the leasing of real property at 8:30 p.m.
- (Roll Call Vote)**
- Ayes: Breen, Broderick, Erwin, Gebhardt, Gierak, Gilligan, Strom
Nays: None
Absent: None
Motion carried.
- Reconvening into an Open Meeting** **2022-25** Moved by Trustee Gierak, seconded by Trustee Breen, to enter back into an Open Meeting at 9:34 p.m.
- (Roll Call Vote)**
- Ayes: Breen, Broderick, Erwin, Gebhardt, Gierak, Gilligan, Strom
Nays: None
Absent: None
Motion carried.
- Adjournment** Chair Gebhardt adjourned the meeting at 9:35 p.m.

Elizabeth LaForest
Elizabeth LaForest,
Associate Secretary

Joan A. Gebhardt
Joan Gebhardt, Chair

SCHOOLCRAFT COLLEGE
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 April, 2022, 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 23rd day of March, 2022.


Elizabeth LaForest, Associate Secretary
Board of Trustees