



We deliver lifelong learning opportunities to transform lives and enrich our communities.

1701 East Front Street
Traverse City, MI 49686
(231) 995-1010
trustees@nmc.edu

Meeting Agenda

Monday, February 26, 2024
at Timothy J. Nelson Innovation Center, Room 106/107
1701 E. Front Street

5:30 p.m. Regular Meeting

I. GENERAL BUSINESS

- A. Call to Order
- B. Oath of Office for Trustee Bill Marsh Jr.
- C. Roll Call
- D. Pledge of Allegiance
- E. Review of Agenda and Approval of Additions, Deletions, or Rearrangements

II. STRATEGIC FOCUS

- F. Mid-year Recap—*Jason Slade, Vice President of Strategic Initiatives*

III. REPORTS AND PRESENTATIONS

- G. Program Focus: Career Fair—
 - *Lindsey Dickinson, Director of Student Success and Retention*
 - *Lisa Baldyga, Employment Readiness Specialist*
 - *Katie Sommer-Ford, Learning Services Office Manager*
 - *Rob Hanel, TentCraft*
- H. Faculty Report: AI and its Impact on Higher Education—*Nicco Pandolfi, Librarian*

IV. PUBLIC INPUT

Each person wishing to address the Board during public comment must be present and shall provide their name, address, city, phone, and issue to be addressed on a form provided prior to the meeting. The topic addressed should be related to business within the jurisdiction of the Board. Forms will be collected and given to the Board Chair prior to the call for order. Comments will be limited to (3) three minutes in length per speaker. The Board will take public remarks into consideration, but will not comment at time of input.

V. UPDATES

- I. President's Update—*President Nick Nissley*
- J. Board Chair Update—*Laura Oblinger, Chair*



1701 East Front Street
Traverse City, MI 49686
(231) 995-1010
trustees@nmc.edu

February 26, 2024 Meeting Agenda
Page 2

VI. CONSENT ITEMS (Pursuant to Policy A-105.00 Consent Agenda Items)

These items will be adopted as a group without specific discussion. When approving the meeting agenda, any Board member may request that a consent agenda item be moved to the regular agenda for discussion or questions.

Recommend that the following items be approved:

- K. Minutes of the January 22, 2024, regular meeting
- L. Minutes of the February 1, 2024, study session
- M. Minutes of the February 13, 2024, special meeting
- N. Minutes of the February 19, 2024, special meeting
- O. Enrollment Report—*Todd Neibauer, Vice President for Student Services and Technologies*
- P. Financial Report—*Troy Kierczynski, Vice President of Finance and Administration*
- Q. PRMC—*Diana Fairbanks, Associate Vice President of Public Relations, Marketing, and Communications*
- R. Foundation Report—*Carly McCall, Director of Alumni Engagement*
- S. Executive Committee—*Laura Oblinger, Chair*
- T. Building and Site Committee—*Ken Warner, Committee Chair*

VII. ACTION ITEMS

- U. **Resolution of Appreciation** (Pursuant to Policy A-106.00 Other)
Recommend adoption of resolution of appreciation for Rachel A. Johnson in recognition of her dedicated service and significant contributions to the Northwestern Michigan College Board of Trustees.
- V. **TART Trail Easement** (Pursuant to Policy A-106.00 Facilities)
Recommend authorization for administration to grant an easement to the City of Traverse City allowing the installation and maintenance of a recreational trail through the southern portion of the Great Lakes Campus property.
- W. **Avigilon Security System Upgrade and Rebuild** (Pursuant to Policy A-106.00 Finance)
Recommend authorization for administration to enter into a contract with People Driven Technology to upgrade and rebuild the electronic door access control system at a cost of \$67,000.
- X. **Special Liquor License** (Pursuant to Policy A-106.00 Other)
Recommend adoption of resolution authorizing the organization, through its duly authorized officers, make application to the Liquor Control Commission for a special events tasting and wine auction license to be in effect on Friday, April 26, 2024, for the Taste of Success event held at the Northwestern Michigan College Hagerty Center.



1701 East Front Street
Traverse City, MI 49686
(231) 995-1010
trustees@nmc.edu

February 26, 2024 Meeting Agenda
Page 3

Y. Aircraft Engine Purchase (Pursuant to Policy A-106.00 Finance)

Recommend authorization for administration to purchase three (3) Lycoming aircraft engines totaling \$248,253 from Air Power, Inc. The purchase will be funded from the Aviation Capital Reserve Account.

VIII. REVIEW OF FOLLOW-UP REQUESTS

Confirm requests made by the Board that require administrative follow-up for information to be provided to the Board at a later date.

IX. ADJOURNMENT

Upcoming Board Meeting Dates:

All board meetings are open to the public.

March 18, 2024—NMC Hagerty Center, Great Lakes Campus, Room C (3rd Monday)

April 22, 2024—Timothy J. Nelson Innovation Center, Room 106/107

May 20, 2024—Timothy J. Nelson Innovation Center, Room 106/107 (3rd Monday)

June 24, 2024—Timothy J. Nelson Innovation Center, Room 106/107

July 22, 2024 – Aeropark Campus, Parsons-Stulen Room 222/224

August 26, 2024 - Timothy J. Nelson Innovation Center, Room 106/107

September 23, 2024 – Timothy J. Nelson Innovation Center, Room 106/107

October 21, 2024 – Timothy J. Nelson Innovation Center, Room 106/107 ***Third Monday*

November 25, 2024 – Timothy J. Nelson Innovation Center, Room 106/107

December 16, 2024 – Timothy J. Nelson Innovation Center, Room 106/107 ***Third Monday*

January 27, 2025 – Timothy J Nelson Innovation Center, Room 106/107

February 24, 2025 – Timothy J Nelson Innovation Center, Room 106/107

March 17, 2025 – Timothy J Nelson Innovation Center, Room 106/107 ***Third Monday*

April 28, 2025 – Timothy J Nelson Innovation Center, Room 106/107

May 19, 2025 – Timothy J Nelson Innovation Center, Room 106/107 ***Third Monday*

June 23, 2025 – Timothy J Nelson Innovation Center, Room 106/107

NMC NEXT

OUR COMMUNITY. OUR COLLEGE. OUR FUTURE.

To: Dr. Nick Nissley, President
From: Jason Slade, Vice President of Strategic Initiatives
Date: February 19, 2024
Subject: Strategic Initiatives Update: *February 26, 2024 Board of Trustees Meeting*
Topic: ***Summary of Strategic Plan and Next Steps***

The February Board of Trustees Meeting provides the opportunity to summarize the progress of NMC's Strategic Plan to date and provide next steps for the remainder of the academic year.

Brief Status Update for Each Strategy:

Strategy 1: Future-Focused Education (Champion: Stephen Siciliano)

Enhance offerings through flexible academic pathways, innovative instructional delivery models, and relevant, hands-on educational experiences to empower global learners for the future.

Status: 4 objectives are in progress and on track; 1 has been completed

Key Metrics: Accelerated courses, course delivery, and exponential learning opportunities objectives are all meeting targets; credentials for prior learning and student success/retention in hybrid/online courses are lagging.

Strategy 2: Student Engagement and Success (Champion: Todd Neibauer)

Develop and deliver comprehensive support services, robust engagement opportunities, and a vibrant collegiate experience to foster learner success, goal completion, and employability.

Status: 5 objectives are in progress and on track

Metrics: Student sense of belonging and success coach services are meeting targets; enrollment is up for Spring 2024, but enrollment objectives are not trending toward targets.

Strategy 3: Diversity, Equity, and Inclusion (Champion: Marcus Bennett)

Cultivate an inclusive environment that fosters a sense of belonging and delivers equitable opportunities so all are able to thrive and succeed.

Status: 2 objectives were completed in FY23; 3 objectives are in progress and on track

Metrics: Awaiting updated data in Spring 2024 for objectives related to application conversions and retention of vulnerable students; remaining open objectives not tied to a metric.

Strategy 4: Community Partnerships and Engagement (Champion: Jason Slade)

Enhance collaborations that advance community engagement, economic and workforce development, and innovative opportunities for lifelong learning.

Status: 2 objectives are in progress and on track; 1 objective is in progress but somewhat behind schedule, 1 objective is in progress but behind schedule.

Metrics: Workforce offerings are exceeding targets; net revenue and cancellation rates are positively trending; awaiting clearinghouse data for increased access to four-year college programs.

Strategy 5 - Institutional Distinction and Sustainability (Champion: Troy Kierczynski)

Leverage distinctive programs that strengthen institutional sustainability and expand global connections for our learners and communities.

Status: 2 objectives are in progress and on schedule; 5 objectives are in progress and predominantly on schedule.

Metrics: Aviation, GLCI and WNMC are meeting financial targets. GLWSI financials lagging. IAF financials monitored quarterly and culinary maritime enrollment data forthcoming.

Year 1:

Year 1 of the Strategic Plan was completed on June 30, 2023. Metrics were added in September 2022 and updated three times a year (Fall & Spring enrollment, end of fiscal year). End of Year 1 resulted in two of the 24 objectives being closed.

Year 2:

The development of Year 2 action steps began in November 2022 with preparation of a rough draft of action steps to support the objectives based on performance metrics. Subsequent feedback sessions occurred as well as integration between the college's A3s and budget processes ensuring alignment across program areas and resources. New and updated actions were finalized with the adoption of the FY24 budget, Year 1 Strategic Plan Actions were archived, and Year 2 Actions began to be implemented as of July 1, 2023. In addition to tracking the progress of the action steps, the performance of the metrics are also monitored. Meeting a metric is often the effect of the plan implementation and can take time to catch up so both will be monitored. In August 2023, the goals for Year 2 were summarized as:

- More focused action steps to meet objectives (Year 1 required exploration and inventory)
- Increase the use of metrics to determine performance, adjusting as needed
- Completion of objectives allowing Year 3 to be keenly focused on the key objectives under each strategy
- More streamlined development of Year 3 actions

Current actions are being executed and metrics updated. Year 2 will be complete on June 30, 2024 (aligned with closure of FY 24) with a handful of objectives either being closed out or moved to monitoring.

Year 3:

Year 3 planning began in November 2023 with feedback from champions occurring in December and January. Actions will need to align with department level A3s and the projected FY25 budget. Finalization of the Year 3 action steps will occur in late spring 2024, with adoption on July 1, 2024 based on progress. The goal will be to see more of the remaining actions and objectives closed out by June 2024, allowing the champions and objective leads to focus on remaining open objectives.

On the Horizon (early planning of the next strategic plan):

Outlining the next strategic plan will occur in mid-2025. In the meantime, potential strategies are already emerging with work on the master plan, revenue diversification, freshwater research center (currently loosely tied to Strategy 5, Objective 2), and innovation (also in Foundation's Strategic Plan). In addition to developing new strategies, it is important that careful thought be given to the actual structure of the plan, baseline data, prioritization, flexibility, and the process of executing the next strategic plan. These lessons learned will continue to be generated.

Timing:

Board of Trustees updates will occur on the following schedule:

- Strategy 1 - Future-Focused Education - March 2024
- Strategy 2 - Student Engagement and Success - April 2024
- Strategy 3 - Diversity, Equity, Inclusion, and Belonging - May 2024
- Strategy 4 - Community Partnerships and Engagement - June 2024
- Strategy 5 - Institutional Distinction and Sustainability - July 2024
- Strategic Plan Summary/Plan-Do-Check-Adjust/Next Steps - August 2024



Northwestern Michigan College

CAREER & EMPLOYMENT FAIR 2024

Thursday, March 7

2 p.m. Veteran access

3-6 p.m. General public access

Hagerty Center, Great Lakes Campus



CAREER & EMPLOYMENT FAIR 2024

13

DEPARTMENTS & AREAS COLLABORATING

\$0

COST TO NMC FOR THIS YEAR'S FAIR

75

REGIONAL & NATIONAL BUSINESSES ATTENDING ANNUALLY

33

AMOUNT OF CLASSES VISITED TO PROMOTE THE FAIR

12

BUSINESS SPONSORS THIS YEAR

400+

STUDENT & COMMUNITY ATTENDEES OVER THE LAST 3 YEARS

by the numbers

18 ANNUAL FAIRS

3

PREP EVENTS FOR STUDENTS

21

REPORTED INTERVIEWS FROM LAST YEAR'S FAIR

\$0

COST TO STUDENTS & PUBLIC TO ATTEND FAIR

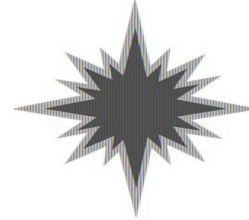




**BioTech
Agronomics, Inc.**



MUNSON HEALTHCARE



BLACK STAR 1



Northwestern
Michigan College



Employer Spotlight

- Rob Hanel, Director of Human Resources @ TentCraft
- Impact and experience
- Student interaction





Attendee Impact

“... attending the NMC Career Fair [last year] altered my perspective. Meeting Hailey at their [Chateau Chantal] booth proved pivotal; ...This encounter marked the beginning of a fruitful partnership facilitated by NMC and the Career Fair. Since May 2023, I've served as their Marketing Intern and supported event planning efforts.” - Mahli, NMC student

“I interviewed for the position and got hired. And got SO much experience in accounting... The deciding factor when I was initially hired? I was taking a Quickbooks course [at NMC] and was decent at Quickbooks. The course? Coincidentally the one I am now teaching: CIT 216.” - Janelle Clouse, Adjunct Faculty, NMC

“We have found some of our best employees because of NMC and would like to continue to nurture those relationships for future opportunities.” - Jenni Peoples, Communications Specialist, Safety Net



HAWKOWL CAREER PATHWAY

1

STEP

GET STARTED
AT NMC!



Academic & Career
ADVISING CENTER
CAREER | TRANSFER | ACADEMIC

CAREER
DECISION-
MAKING

STEP

2

3

STEP

COMPLETE
PROGRAM
REQUIREMENTS

Student Success

Advising • Career • Coaching • Testing • Tutoring



EMPLOYMENT
READINESS

CAREER &
EMPLOYMENT
FAIR 2024



PREPARE
TO
GRADUATE

STEP

4



Employment Readiness at NMC

- Lisa Baldyga, Employment Readiness Specialist
- Prep workshops before the fair
 - Resumé
 - Cover letter
 - Interview Skills
- Job board - MI Talent Connect





Northwestern Michigan College

Questions?

Thank you!



NMC BOT Faculty Presentation Form

This form will be shared with the BOT before the meeting so they know what you will be presenting and a little bit about you. Thank you for sharing your time and expertise with the BOT so they continue to be informed about the high quality educators and programs we have here at NMC.

Name *

Nicco Pandolfi

Your Title *

Instruction Librarian

Presentation Title *

Generative AI and Higher Ed

Please provide a description of what you will be presenting to the BOT. *

I plan to share some global, technical, and local (NMC) context at the intersection of generative AI technologies and higher education. My aim is to offer an update of sorts, picking up where Michael Anderson's BOT presentation on ChatGPT last spring left off, covering developments in the interim and responding to some areas that Trustees asked about at that presentation. I will also share a bit about NMC faculty and student experiences with these tools, and ongoing joint efforts by the library, Ed Tech, and CIE to provide professional development opportunities on this topic for faculty.

Who are you? Please upload or type a bio here. If you do not have one, just tell The BOT a bit about yourself. This info will be given to them before the meeting. *

Nicco Pandolfi is an instruction librarian at Northwestern Michigan College. He holds a B.A. in History and Environmental Studies from Denison University and an M.S. in Information Science from the University of Michigan. He has worked in public libraries, university archives, and academic libraries, including a stint at the Shapiro Design Lab at the University of Michigan, a program with a focus on interdisciplinary, student-directed experiential learning. He has presented workshops on misinformation, civic information literacy, and open educational resources, and has served on the board of directors of Crosshatch Center for Art & Ecology. His nonfiction and poetry have appeared in Edible Grand Traverse, Pulp, and Dunes Review.

This form was created inside of Northwestern Michigan College.

Google Forms



Northwestern Michigan College



Generative AI and Higher Ed

Presentation to NMC Board of Trustees

February 26, 2024

Nicco Pandolfi



Global Context

- Text and image-based Generative AI tools are increasingly ubiquitous, with audio and video generators quickly gaining ground
- The core models are incredibly resource-intensive to develop (\$, computation power, energy, rare earth minerals); creating a model is out of reach for most
- Countless businesses are scrambling to integrate these tools or build add-ons or plug-ins on top of the leading models (OpenAI, Microsoft, Anthropic, Google)
- Some free, some subscription-based, some ‘freemium’





Technical Context

- Main feature GenAI tools have in common is sophisticated pattern recognition based on analysis of a massive training corpus (data set)
- Text generators build replies one token (~word) at a time, based on probabilistic computation
- Text generators were initially conceived of as conversation partners (e.g. ELIZA) rather than information retrievers (this distinction matters)
- ‘Black box’ - inputs and outputs are known, but the inner workings are opaque even to the tools’ designers





Local Context



Local Context



- Ongoing collaboration between CIE, Ed Tech, and the Library to host a series of PD workshops and faculty conversations
- Workshops have involved a combination of technical background and hands-on exploration
- Recently launched regular drop-in AI office hours
- As expected, faculty perspectives regarding appropriate use of these tools vary by context (discipline, course, specific assignment)





Guiding Assumptions

1. While Generative AI tools have some pedagogically aligned uses, cases where they take the place of student thinking are contrary to the goals of teaching and learning
2. GenAI tools present an unprecedentedly easy and tempting shortcut for students who are stressed out; uncertain of their abilities (especially if they don't see value in the assignment)
3. With the right prompting, GenAI tools are capable of generating passable work across a range of disciplines/tasks
4. It is difficult to definitively prove that a text or other work is the product of a generative AI tool (or how much of it is)



Guiding Assumptions



5. While it is likely impossible to design assignments that are ‘AI-proof,’ there are approaches and practices that can guide responsible student use (and non-use) of generative AI
6. AI tools are improving rapidly, and their capabilities are expanding
7. The world we are preparing students for will be one in which AI tools are ubiquitous and sophisticated; we have an institutional responsibility to provide opportunities to understand and use these tools appropriately
8. The technical opacity of GenAI tools makes it difficult for students and faculty alike to evaluate them, warranting a critical approach





Areas of Promise

- The most promising use cases are often narrow and highly specialized (e.g. genomics, medicine, coding)
- Among the more generalized tools (e.g. ChatGPT, Bard), some promising uses play to their language-oriented strengths
 - Surfacing counterarguments, alternative views
 - Prewriting/brainstorming
 - Discovery/pre-search tool
 - Generating boilerplate text that can be customized





Areas of Concern

- Bias (models reflect/reproduce biases present in their training material and process)
- Equity/access (best tools have cost barrier, pay to play)
- Fabrication of information ('hallucination')
- Regression to the mean (output is derivative)
- Mismatch between exponential pace of technological progress and our ability to understand and respond to its consequences (social media as cautionary tale here)
- Do human audiences deserve human authors?



Looking Ahead



- What specific contextual academic uses of GenAI tools **serve** or **enhance** articulated learning outcomes? What uses **skip over** or **take the place of** learning?
- Within a given program or discipline, what **non-AI skills**, understandings, and literacies are a **prerequisite** for informed, effective use of GenAI?
- How do we ensure that any introduction or use of AI is accompanied by nuanced **critical engagement** with these tools' **flaws and risks**?



Further Reading & Resources

- [“Generative AI Exists Because of the Transformer”](#) (Financial Times, September 2023)
- [“Chatbots May Hallucinate More Often Than Many Realize”](#) (New York Times, November 2023)
- [“Forget Dystopian Scenarios – AI is Pervasive Today, and the Risks are Often Hidden”](#) (The Conversation, November 2023)
- [“ChatGPT-Maker Braces for Fight with New York Times and Authors on ‘Fair Use’ of Copyrighted Works”](#) (AP, January 2024)
- [“Why AI detectors think the US Constitution was written by AI”](#) (Ars Technica, July 2023)
- [“Why Professors are Polarized on AI”](#) (Inside Higher Ed, September 2023)
- [“Wikipedia’s Moment of Truth”](#) (New York Times, July 2023)





Northwestern
Michigan
College

MEMO
Office of the President

To: NMC Board of Trustees
From: Nick Nissley, President
Subject: February Mid-Month Update
Date: Wednesday, February 14, 2024

Dear Board of Trustees,

Since our January Board meeting the following are key updates.

Governor's Executive Budget Recommendation

The Governor released her Executive Budget Recommendation this past Wednesday, February 7th. Here's the topline information:

Operations: The Governor is proposing \$8.9 million in additional ongoing funding for community college operations, a 2.5% average increase over fiscal year 2024 base operations. This increase would be distributed through the existing performance funding formula. Universities also have a proposed 2.5% increase. Specifically, the Governor's proposed increase for NMC is 2.48%. NMC's current FY24 state allocation is \$10,650,300; **the Governor's proposed FY 25 allocation for NMC would equal \$10,914,300, a change of +2.4% or +\$264,000.**

Capital Outlay: **NMC ranked 8th place on the Capital Outlay scoring.** This is good news. We will begin working with Senator Damoose, and Representatives Roth and Coffia to begin advocating for the Osterlin Student Services Hub project.

Tuition Restraint: For the academic year 2024-2025, the tuition restraint level is equal to the greater of 5.0% or \$241.00. For the academic year 2025-2026, **the proposed tuition restraint level is equal to the greater of 5.0% or \$253.00.** If the tuition restraint is relaxed to 5%, from 4.5% in FY24, it's not a significant impact (0.5% change for NMC in-district = \$0.61 cents per contact hour).

Community College Guarantee: The Governor is proposing the creation of the Community College Guarantee within the Michigan Achievement Scholarship. This will cover last dollar

tuition costs for all Michigan high school graduates while they work toward an associate degree or skilled certificate at a Michigan community college. Additionally, the Community College Guarantee will provide \$1,000 to students with higher financial need on top of tuition and fees, to offset costs like food, housing, transportation, and child care.

Reconnect: The Governor is proposing \$62 million for Michigan Reconnect, continuing to provide a tuition free pathway for adult learners 25+, with increased student support and interventions for non-traditional students (plus the ongoing expansion for adults 21-24, using federal funds).

Benzie County Annexation Possibility

We are continuing with our ‘Listening Sessions’ (on-going since early fall) where I am (along with trustees/administration) meeting with key Benzie County stakeholders and listening, to better understand the support and resistance, as well as what’s being imagined in terms of the annexation possibility. This is designed to help the College/trustees better gauge the probability of success, and to better understand what the community wants from such a relationship.

January meetings included:

- January 11: Inland Township Listening Session
- January 11: Elberta Listening Session
- January 22: Benzie Chamber Advocacy & Awareness Meeting
- January 23: Benzie Sunrise Rotary
- January 23: Benzie County Administrator
- January 23: Benzie Area Christian Neighbors Listening Session
- January 23: Thompsonville Listening Session

February-April meetings include:

- February 9th at 8:30am: Benzie Chamber Annual Summit
- February 9th at 1pm: Benzie Businesses Listening Session
- February 13th at 6pm: Advocates for Benzie County Annual Meeting
- February 16th at 9am: Benzie Economic Development Corporation
- Saturday, February 17th at 10:30am: Benzie Democrats
- March 14th at 8:30am: Frankfort/Elberta Chamber
- April 15th at 5:30pm: Benzie Republicans

Rightsizing

Following up on our recent Board Study Session, where we shared the College’s plan for ‘rightsizing’, we have been busy developing the voluntary separation plan (VSP) details, and beginning initial communication with the College and negotiating the VSP terms with the Faculty Association. Essentially, the College intends to offer the VSP to certain full-time faculty members (top three steps of the faculty salary schedule) to reduce overall College costs. We are considering a 60% incentive for retirement in May 2024, and a 40% incentive for retirement in May 2025. We are aiming to have interested faculty apply no later than February 26, 2024, by notifying Human Resources with decisions made by the College by March 4, 2024 regarding acceptance.

Campus Safety and Emergency Preparedness

These last few years, the issue of campus shootings, particularly this last year at Michigan State, it's become close to us. Campus safety is a priority of the college, a priority of the President, President's Council, and Leadership Council. We must all be engaged and empowered to keep our campus safe. On February 2, regular and adjunct faculty, as well as the President's Council, participated in training with Gregg Bird, Grand Traverse County's Emergency Management Coordinator. Additional sessions are being planned for other employee groups.

International Affairs Forum

The French Consul General honored Dick Grout, a 103 year old D-Day veteran, with the French Legion of Honor on Tuesday, January 30. From the ceremony in a standing room only Kirkbride Hall, to the dinner with the French Consul General and local French businesses, the International Affairs Forum did a spectacular job honoring Grout as the first IAF Board Chair and as a World War II hero.

Freshwater Research and Innovation Center

We continue to shape the proposed Articles of Incorporation and Bylaws, per the following schedule. These replaced the original joint venture language due to concerns from legal. In March, these will be ready to be shared with the Board's Building and Site Committee, for their review and input.

1. Now - March 1st
Jason Slade and Matt McDonough continue to shape the *Articles of Incorporation* (75% complete, now) and the *Bylaws* (66% done, now) with Miller Canfield.
2. March 1st – March 15th
Seek feedback/input from member partners.
3. March 15th – March 30th
Miller Canfield integrates member partners' input.
4. March 30th – April 30th
NMC's Building and Site Committee and Discovery Center (DCP) Board review/input.
5. May 1st – May 30th
Jason and Matt integrate NMC, DCP, and member partners' input, with Miller Canfield.
6. June 1st – June 30th
NMC BOT and DCP Board approvals.
7. July 1st
New 'joint venture' organization formed and functioning.

In addition, Jason has spearheaded a partnering effort, collaboratively engaging State departments to join in supporting the Freshwater Research and Innovation Center. Those State agencies include: LEO, MEDC, Office of Rural Prosperity, EGLE, and MSHDA. Together, we're shaping an MOU between the state of Michigan, the Freshwater Research and Innovation Center, and Traverse Connect, to activate

northern Michigan's bluetech economic sector. This will allow us to more effectively leverage State resources and programs, and to establish a collaboration between us. The purpose will be to leverage co-investment and programming resources to ultimately grow bluetech jobs in the northwest Michigan region. Together, we recognize that FRIC and the activation of Northern Michigan's bluetech economic sector will create a platform for innovators and entrepreneurs to develop transformative solutions that put the State of Michigan squarely at the center of the bluetech innovation revolution.

National Association for Community College Entrepreneurship

Recall, the College recently participated in the NACCE Construction Trades Pitch event, earning a place at the finalist competition (and, a sizable award to support 3D printed home construction technology at the College). Additionally, NACEE staff presented at our Fall PD Conference, here on campus. NACCE is the premier community college entrepreneurship organization. I was recently invited to serve on NACEE's Board of Directors, and I accepted the offer. This will allow us leading-edge engagement with other entrepreneurially-minded community colleges, to help fuel our innovation endeavors. It also recognizes NMC as a leader, and not a follower.

GLCI and Hagerty Center Partner to Support Revenue Diversification

GLCI and the Hagerty Center recently agreed to optimize the usage/renting of our Lobdell's space. The Hagerty Center will manage Lobdell's (when not utilized by GLCI students/programming) as a 'premium' rental space. The premium pricing reflects the quality of the space and the anticipated demand. The added revenue will be shared by GLCI and the Hagerty Center. This is a great example of the entrepreneurial mindset being embraced throughout the College. In this case, GLCI's Chef Eckert and Chad Schenkelberger (Director the College's Food Services) are leading the way, considering revenue diversification possibilities, by optimizing and monetizing unproductive real estate – e.g., finding ways to earn money at Lobdell's when it's not being used!

Phi Theta Kappa

I am excited to share with you the [2023 edition of Civic Scholar](#) featuring our Alpha Rho Pi Chapter's "Eat, Play, Reflect" submission which is included in the 2023 Civic Scholar, the Journal for Undergraduate Research. These NMC students worked on one of the most important issues facing them/our students - mental health. They looked creatively at the challenge, asking "How might play build social connection?" This exploration included: mindfulness techniques, music therapy, nostalgic games, a movie night, and more. These students discovered that play *is* a coping resource that can boost happiness and combat loneliness. Our chapter noticed the need for more student engagement on campus and in the community, and they took action. Their collaborations even extended to the Office of Possibilities, which introduced them to the "Gratitude and Pasta" book (and their hosting of a meal to boost social connection). In the end, the chapter - these students and their 11 events - were able to spread continued awareness to student groups, NMC faculty, and our wider community. They/we have become acutely aware of the stigma surrounding mental health. And, we've discovered that play can counteract adverse mental health effects.

Trends in Higher Education Articles

As promised, I'm sharing relevant articles (that I and President's Council have been reading) that speak to trends, risks, challenges, and opportunities in community colleges, to help keep us informed and to invite conversation about how NMC is addressing such issues. This month, I'm sharing:

- [How many people actually need a four-year diploma?](#), *Higher Ed Dive*
- [Students Distancing From Distance Learning](#), *Inside Higher Ed*
- [Colleges Were Already Bracing for an 'Enrollment Cliff.' Now There Might Be a Second One.](#)
The Chronicle

Upcoming Dates of Note

- **February 19**—Special Meeting (3:00 p.m.) Timothy J. Nelson Innovation Center, *Purpose: Board Vacancy Appointment*
- **February 26**—Regular monthly Board of Trustees meeting, Timothy J. Nelson Innovation Center
- **March 18**—Regular monthly Board of Trustees meeting, Hagerty Center—*Note: Dinner with Student Government Association will be held prior to the start of the regular meeting.*



MEMO

To: Northwestern Michigan College Board of Trustees
Cc: Dr. Nick Nissley, Ed.D.
From: Gabe Schneider, Founder/Principal, Northern Strategies 360
Date: February 15, 2024
Re: **State/Federal Legislative Update**

State

State of the State

On Wednesday, January 24th, Governor Whitmer presented her sixth State of the State speech, which was focused on hailing the wide-ranging policy achievements that she and the first Democratic Legislature in 40 years achieved in 2023 as well as a tempered 2024 agenda. However, there was one policy proposal that could have a significant impact on NMC, the Governor's proposed tuition-free pathway to an associate degree for all high school graduates. The details of this proposal are expected to be in the Governor's FY25 budget recommendation, which is being presented to the Legislature on Wednesday, February 7th.

The plan builds upon the Michigan Reconnect Program and the Michigan Achievement Scholarship which seek to make earning a post-secondary certificate or degree accessible and affordable for more Michigan residents. The Michigan Reconnect program provides free tuition at Michigan community colleges to residents 25 and over and has been temporarily expanded to include students who are 21 and older. The Michigan Achievement Scholarship provides significant financial aid to eligible high school graduates. The Governor's plan would make college dreams a reality for Michigan's young residents.

You can find the Michigan Community College Association's statement on this proposal [here](#).

Executive Budget Recommendation

On Wednesday, February 7th the Governor presented her FY25 executive budget recommendation to the Legislature. Of specific note to NMC are the following highlights (you can find a full overview of the budget [here](#))

- An ongoing increase of \$8.9 million, or 2.5 percent, for community college operations distributed through the performance funding formula. (NMC would see a \$244,200 increase over FY24 based operations funding)
- The formula allocation is as follows:
 - 30 percent across-the-board, proportional to previous year base funding.
 - 30 percent based on contact hours weighted to recognize high-cost areas of instruction.
 - 30 percent based on three performance metrics (10 percent for number of degree and certificate completions, 10 percent for completion rate, and 10 percent for completion improvement).
 - 5 percent based on administrative costs.
 - 5 percent based on local strategic value qualifications.
- Continued state support for retirement contributions to the Michigan Public School Employees Retirement System (MPSERS), providing fiscal stability to community colleges. The \$96.8 million investment includes the continuation of the MPSERS stabilization payment, and a new payment to colleges to reduce the effective percent of payroll they must contribute to the system from 20.96% down to 20.00%.

- Community College Guarantee within the Michigan Achievement Scholarship which changes the community college awards to allow any future Michigan high school graduate a guaranteed last dollar tuition coverage while working towards an associates or skilled degree at a Michigan community college. Additionally, the Community College Guarantee will provide \$1,000 to income-eligible students with higher financial needs on top of tuition and fees, to offset costs like food, housing, transportation, and childcare. Once fully implemented, the Community College Guarantee is expected to save over 18,000 students up to \$4,820 on tuition each year.
- The Governor also included a ranking of Capital Outlay projects, with NMC’s Student Services Hub being ranked 8th out of 16 community college projects.

FY25 State Budget Priorities

As we move forward with the FY25 state budget process, the following are NMC’s key priorities:

- Approve NMC’s Integrated Student Services Hub capital outlay project, which was left out of the FY24 supplemental budget passed last year.
- Increase FY25 Community College appropriations by 10% and oppose a per pupil funding model.
- Include \$100 million in ITEMS funding.

Federal

FY24 Appropriations

With Congress having passed a short term continuation of funding for the federal government, additional work is still needed to address full year spending for FY24. The current Continuing Resolution (CR) as it is known is “laddered” with funding for four of the 12 appropriations bills expiring March 1. For the remaining eight bills, including the bill funding the Departments of Education and Labor, funding will expire on March 8.

As a reminder, if Congress cannot pass full-year FY 24 funding bills by April 30, there will be a 1 percent cut below FY 23 levels for defense and nondefense discretionary spending, per the terms of the debt ceiling agreement passed last June.

We continue to advocate for the inclusion of congressionally directed spending (earmarks) in the FY24 funding bill package, which could include the \$1.75 million that we requested through Senator Stabenow’s office for the aviation hanger project.

We will also continue to pursue FY25 federal funding opportunities including funding for our geothermal system and aviation hanger project.

House Action on Key Community College Legislation

The passage last week by the House Committee on Education and the Workforce of the College Cost Reduction Act (CCRA, H.R. 6951) means that three important pieces of legislation affecting community colleges and their students now await action by the full House. In addition to CCRA, the Bipartisan Workforce Pell Act (BWPA, H.R. 6585) and the A Stronger Workforce for America Act (SWAA, H.R. 6655) are also in the legislative queue.

However, none of these bills are currently scheduled to go to the floor. In a Congress marked by lack of legislative achievement, it is still reasonable to hope that major higher education legislation can be signed into law because legislators and the president alike would find a political upside to addressing a policy area of great concern to millions of Americans.

- **Bipartisan Workforce Pell Act (BWPA)**

The American Association of Community Colleges (AACC) strongly advocates for workforce Pell, though the association has not formally endorsed the proposed Bipartisan Workforce Pell Act. The legislation clearly contains most, if not all, the elements that would ultimately be included in a final House-Senate compromise bill. The most controversial element by far of BWPA is the way that it is paid for under legislative scoring rules, in this case eliminating the federal student loan eligibility of private colleges with large endowments. AACC hopes that another offset can be identified, if only to eliminate political pressures on the bill, and to steer clear of a policy that could have wider, unwelcome future ramifications.

- **A Stronger Workforce for America Act (SWAA)**

Much of the same political dynamic applies to the education committee-cleared SWAA. The bipartisan legislation represents middle-ground changes to the Workforce Innovation and Opportunity Act (WIOA); it makes many long-deliberated alterations, several that AACC supports (the association would like to see some changes to the bill, though), without comprising a structural overhaul of the law. AACC would welcome House passage of SWAA, hopefully incentivizing the Senate to take up its own WIOA bill.

- **College Cost Reduction Act (CCRA)**

The Higher Education Act measure passed by the Education and the Workforce Committee last Wednesday marked a far political cry from the bipartisan comity displayed on the two other bills. (CCRA is not a full-fledged reauthorization bill, but it makes fundamental changes to the student financial aid programs and the policies driving them.) Here, the parties differ sharply on the merits of the legislation. CCRA has some extremely positive features, including items that AACC has long supported. These include simplifying loan repayment, capping loan interest and overall payments, giving institutions authority to reduce loan maximums for certain programs and in other conditions, and creating a unit record data system with granular data. New financial “Promise” grants would also help colleges promote affordability and student success. The bill would bar the U.S. Department of Education from regulating in a host of areas, some of which AACC would welcome.

Provisions that are of concern in the House HEA bill include the return of “risk-sharing” and restricting the new national student record student to federal aid recipients – which leaves out more than half of all community college students. The legislation also includes a new “value added” framework for college programs that could benefit community colleges financially – though it would negatively impact some – but which represents a dramatic departure from student aid policy and requires further consideration.



2024 LEGISLATIVE PRIORITIES

The Michigan Community College Association represents Michigan's 31 Community and Tribal Colleges in advocating on behalf of our students and communities. Together, we speak with a unified voice to empower colleges to lead in the areas of student success, talent development, and community vitality.

Make community college affordable for all to boost community vitality



Provide recent high school graduates the opportunity to attend community college tuition-free for 2 years to earn a certificate, associate degree, or transfer to a university.

Ensure our neediest students have financial support for basic needs and non-tuition costs of attendance, including food, housing, transportation, technology and textbooks.

Make the Reconnect Expansion permanent.

Dedicate \$100 million for improvements to infrastructure, technology, equipment, maintenance, and campus safety, and to develop affordable, on-campus student housing where it is needed.

Increase the state's match for community college capital outlay projects by 25%.

Update college infrastructure



Increase operations support for community colleges



Invest 10% more ongoing funding into community college operations to help keep up with rising costs while maintaining affordable and high-quality programs.

Improve student success outcomes



Expand opportunities for dual enrollment, establish student-friendly transfer pathways, and on-demand access to key data.

Grow Michigan's talented workforce



Dedicate funding for community colleges to develop workforce training and technical programs in partnership with employers in high-demand fields and purchase related equipment for emerging industries.

2024 COMMUNITY COLLEGE FEDERAL LEGISLATIVE PRIORITIES

Bolster the Role of Community Colleges in Workforce Development

Support Workforce Pell Grants for Students in Short-Term Programs

Establish Pell Grant eligibility for shorter-term programs, accompanied by rigorous and relevant quality standards. Currently, programs must be two-thirds of a year to be eligible for Pell Grants. This excludes many community college workforce-oriented programs that greatly benefit both students and local businesses. Many students cannot participate in these programs because of their cost. Community colleges support lowering the threshold for Pell Grant eligibility to 150 clock hours, as in the bipartisan JOBS Act (S. 161, H.R. 793) and Workforce Pell Act (H.R. 6585), which would increase access to these programs.

Strengthen the Workforce Innovation and Opportunity Act (WIOA)

Enhance WIOA, and with that the national economy, by bolstering the role of community colleges in the federal workforce development system. WIOA reauthorization legislation should include authorization of the Strengthening Community College Training Grants program, as has been done in A Stronger Workforce for America Act (SWAA, H.R. 6655). This program is entering its fifth year of funding and has supported dozens of successful partnerships between community colleges, local businesses, and other partners to date.

WIOA legislation should also facilitate the inclusion of community college programs on the eligible trainer provider list and streamline reporting requirements. SWAA takes a step in this direction by automatically including programs that qualify for workforce Pell Eligibility on the ETPL. A revised WIOA should also support more training, another major focus of the SWAA.

Fund Key Education and Workforce Programs

Support Student Access and Success

Boost the Pell Grant maximum award, at minimum by an inflationary adjustment, and set the long-term goal to double the Pell Grant from the 2021-22 award year to \$13,000. Pell Grants enable millions of low-income community college students to pay tuition and fees and meet other college expenses and are the foundation of all other student aid. Increasing the maximum award promotes affordability and student success for low-income students, while reducing their need to borrow.

Funding increases should also be provided for key financing and student support programs such as

- Supplemental Educational Opportunity Grants (SEOG)
- Child Care Access Means Parents in School (CCAMPIS)
- Postsecondary Student Success
- Basic Needs for Postsecondary Students programs
- Federal Work-Study
- TRIO
- GEAR UP

Strengthen Under-Resourced Institutions

Increase funding for institutional aid programs including Minority Serving Institutions (MSIs), Title III-A Strengthening Institutions; Strengthening Historically Black Colleges and Universities (HBCUs); Hispanic Serving Institutions (HSIs); Tribal Colleges; and other programs serving traditionally underrepresented populations. Robust funding for these programs will help reduce achievement gaps at community colleges and other institutions. Additionally invest in programs that support student needs and success such as the Basic Needs Grant and the Postsecondary Student Success Grants.

Bolster Job Training and Career and Technical Education

Continue to support community college training programs that lead to jobs in in-demand industries by increasing funding for the Strengthening Community College Training Grants program administered by the Department of Labor, now entering its fifth funding cycle.

Enhance funding for Perkins Career and Technical Education (CTE) programs, Adult Basic and Literacy Education State Grants, state grants under the Workforce Innovation and Opportunity Act (WIOA), and the National Science Foundation's Advanced Technological Education (ATE) program.

Focus Student Tax Policy on Those Who Can Benefit Most

End the Taxation of Pell Grants, and Modify the AOTC & LLC

Make Pell Grants tax-free. Under current law, community college students must pay taxes on any portion of their Pell Grants that is used to help meet living expenses. These are qualified educational expenses for which federal student aid is provided; reducing Pell Grant funds by taxing them makes it even harder for the lowest-income students to succeed in college.

Community colleges also support altering the \$2,500 American Opportunity Tax Credit (AOTC) so that Pell Grant awards are not counted against a student's eligibility. This change would help hundreds of thousands of low-income community college students receive the \$2,500 credit each year. These two overdue changes are included in the bipartisan, bicameral "Tax Free Pell Grant Act." (S. 2920, H.R. 3000).

Farm Bill

Support Rural Community Colleges

Create federal funding streams for community colleges to support rural economic development, particularly in the agricultural sector. Rural community colleges play an increasing role in training workers to support agriculture and ag-related fields. Providing grants to assist community colleges in development and upscaling agricultural and natural resources programs would support the growing need for an agricultural workforce that needs skilled training. This can be achieved through the inclusion of the bipartisan, bicameral Community College Agricultural Advancement Act (S. 1740, H.R. 3425) into the 2024 Farm Bill.

Increase Access to SNAP

Combat food insecurity on campus – a major barrier to student success – by streamlining access to SNAP benefits for eligible community college students, preventing bureaucratic barriers and increasing participation among eligible students. Support SNAP recipients' economic independence by strengthening the SNAP Employment & Training program which many community colleges serve as providers for by passing the SNAP E&T Enhancement Act (H.R. 5362).

Support Dreamers

Enact the Dream Act

Enact the Dream Act (S. 365, H.R. 16), once and for all, to give Dreamers permanent legal status. The Dream Act provides a path to citizenship for undocumented young people, including the thousands of students currently enrolled in the Deferred Action for Childhood Arrivals (DACA) program. Dreamers were brought to the U.S. as minors and frequently know no other nation besides America. More importantly, they make substantial contributions to the U.S. economy and society. Dreamers should also be able to access Title IV student aid funding. The DREAM Act has traditionally garnered bipartisan support and work toward this goal must continue.

Strengthen Accountability and Transparency

Utilize Accountability and Transparency Policies that Reflect Needs of Community Colleges

Create a federal student-level data network to generate accurate, meaningful data on postsecondary outcomes, including post-completion earnings. This can be achieved by passing the College Transparency Act (CTA, S.1349, H.R. 2957). Ensure that cohort default rates or any loan-driven accountability measures reflect the incidence of student borrowing and the student body generally. The combination of these proposals will provide accountability and transparency that is responsive to the community college mission while maintaining integrity in the student aid programs.



To: NMC Board of Trustees
From: Nick Nissley, President
President's Council
Subject: February 2024 Executive Summary

Financial Report—Troy Kierczynski, Vice President of Finance and Administration

- Revenue increased by 20% when comparing year-to-date January 2024 to January 2023, which is primarily due to timing of property tax receipts and investment income. Expenses increased by 8% when comparing year-to-date January 2024 to January 2023.
- Salaries, benefits, and overall expenses are under budget at his time.
- FY25 budget development is underway; departmental budget requests were due February 16. An update on the FY25 budget will be provided at the March 18, 2024 regular Board meeting.

Enrollment Report—Todd Neibauer, Vice President for Student Services and Technologies

- On spring semester count day, contact hours were up 3.1% over last year and headcount was up 2.8%.

PRMC—Diana Fairbanks, Associate Vice President of Public Relations, Marketing, and Communications

- Paid media saw a YOY and MOM increases.

Paid Media ↑

- Applications: 124
- Accounts: 114
- Nexus magazine is transitioning into a new community engagement piece with a targeted launch date of fall 2024. The goal of the new piece is to directly communicate NMC's value proposition with tax payers.

Strategic Plan—Jason Slade, Vice President for Strategic Initiatives

- This month's update consists of a mid-year summary of all five strategies. Brief overviews of yearly action step status and progress towards the objective's metrics are listed. Beginning in March, the metrics will be updated with Fall 2023 data and reshared with the board for each strategy. The next summary will occur in August 2024 as we transition to year 3.

NORTHWESTERN MICHIGAN COLLEGE
BOARD OF TRUSTEES
MINUTES
Monday, January 22, 2024
Timothy J. Nelson Innovation Center
Room 106/107

CALL TO ORDER—Chair Laura J. Oblinger called the regular meeting to order at 5:30 p.m.

ROLL CALL

Trustees present: Laura J. Oblinger, Kennard R. Weaver, Chris M. Bott, Andrew K. Robitshek

Trustees absent: Rachel A. Johnson

Trustees participating remotely: Douglas S. Bishop from Lee County, FL; Kenneth E. Warner from Florida

Also present: President Nick Nissley, Lynne Moritz, Diana Fairbanks, Troy Kierczynski, Kyle Morrison, Todd Neibauer, Stephen Siciliano, Glenn Wolff, Molly Norville, Carly McCall, Marcus Bennett, Alex Bloye, Jason Slade

REVIEW OF AGENDA—The agenda was accepted as presented.

ANNUAL MEETING BUSINESS

Reading of Notice and Proof of Service—The notice of the annual meeting was read with proof of service on January 9, 2024, attested to by Lynne Moritz, Executive Director of the President’s Office and Board Operations.

Report of Secretary—Secretary Andy Robitshek reported the 2023 Northwestern Michigan College Board of Trustees Annual Meeting minutes were approved on February 27, 2023, and are available online at the [2023 Trustee Meeting Materials and Minutes website](#) along with all other regular meeting minutes.

Report of Treasurer—Treasurer Ken Warner reported the annual financial audit for Northwestern Michigan College for the fiscal year ending June 30, 2023, was accepted by the NMC Board of Trustees on October 23, 2023, and is available online at the NMC Audit Reports website (<https://www.nmc.edu/departments/finance-administration/audits/files/audit-nmc-2023.pdf>).

Verification of Residential Address and Conflict of Interest Disclosure Statement—Trustees were asked to provide their current address where they registered to vote as a renewed verification for the calendar year 2024. Trustees were also provided with Conflict of Interest Disclosure statements for 2024 and asked to return the completed and signed statements to Lynne Moritz in the President's office by February 1, 2024.

Resignation—Chair Laura Oblinger shared a resignation letter submitted by Trustee Rachel Johnson. Kennard Weaver made a motion, supported by Chris Bott, to accept the resignation. The motion passed unanimously.

Election of Officers—Trustee Bott nominated the following slate of officers for 2024: Laura Oblinger as Chair, Andy Robitshek for Vice Chair, Chris Bott as Secretary, and Ken Warner as Treasurer. Kennard Weaver seconded the motion and the slate was accepted unanimously by those trustees present in-person.

STRATEGIC FOCUS: Institutional Distinction and Sustainability—Jason Slade, Vice President of Strategic Initiatives, and Troy Kierczynski, Vice President of Finance and Administration stated strategy five is focused on programs unique to NMC and highlight progress made in areas such as Aviation, Water Studies Institute, and the Great Lakes Culinary Institute. Kierczynski shared that the culinary institute’s financial performance is trending positive for the first time in seventeen years. Trustee Weaver requested information regarding other freshwater centers in Michigan.

REPORTS AND PRESENTATIONS

Faculty Report: Peer Review Process—Ryan Bernstein, Curriculum & Instructional Designer, and Becca Richardson, Math Instructor, presented on how increasing the number of online/hybrid courses for review improves the quality of such courses. In response to questions, Bernstein described the base criteria for course review and role of in-person course review.

PUBLIC INPUT—There was no public input offered.

UPDATES

President’s Update—President Nick Nissley provided updates on the ongoing Benzie county listening sessions, Campus Master Planning process and emerging themes, last week’s legislative reception, and the Aviation hangar expansion project. Nissley also thanked trustees for their engagement in college events. There was brief discussion regarding proposed legislation to amend the Open Meetings Act to allow for greater remote participation.

Board Chair Update—Chair Laura Oblinger reviewed Board committee assignments for 2024 and shared that revised presidential evaluation materials will be shared soon. Oblinger thanked trustees for their participation in Benzie listening sessions and noted the upcoming Board study session on February 1.

CONSENT ITEMS—On a motion by Kennard Weaver, seconded by Chris Bott, the following items were approved by a unanimous vote as a group without discussion:

- Minutes of the December 11, 2023, regular meeting and closed session
- Minutes of the December 21, 2023, special meeting and closed session
- Enrollment Report—*Todd Neibauer, Vice President for Student Services and Technologies*
- Financial Report—*Troy Kierczynski, Vice President of Finance and Administration*
- PRMC—*Diana Fairbanks, Assoc. V.P. of Public Relations, Marketing, & Communications*
- Foundation Report—*Carly McCall, Director of Alumni Engagement*
- Building and Site Committee—*Ken Warner, Committee Chair*
- Fellows Nominating Committee—*Andy Robitshek, Committee Chair*
- Presidential Performance and Compensation—*Laura Oblinger, Committee Chair*

ACTION ITEMS—*Those trustees participating remotely did not count as a quorum, nor were they permitted to vote per the Michigan Open Meetings Act. All votes referenced below reflect the votes of those present at the in-person meeting.*

Appointment of Fellows—Andy Robitshek made a motion, seconded by Chris Bott, to Recommend that Bill Donberg, Tim Nelson & Nancy Johnson, and Jack & Karen Segal be appointed 2024 Fellows of Northwestern Michigan College with all honors and privileges pertaining hereto. The motion passed unanimously by those trustees present in-person.

NMC/NMC Foundation Memorandum of Understanding—Chris Bott made a motion, seconded by Andy Robitshek, to approve the amended Memorandum of Understanding between Northwestern Michigan College and the Northwestern Michigan College Foundation as presented. Chair Oblinger recognized the process that was undertaken to review and update the MOU between the College and Foundation and cited those segments that underwent significant changes. The motion passed by a majority, with Kennard Weaver opposed.

High School Enrolled Out of District Tuition Rate—Andy Robitshek made a motion, seconded by Chris Bott, to recommend approval of a new out of district tuition rate of \$160 per contact hour for high school enrolled students (dual enrolled, direct credit, and early college) beginning Fall 2024. Vice President of Students Services and Technologies Todd Neibauer explained the rationale for the tuition rate change. The motion passed unanimously by those trustees present in-person.

Aviation Hangar Expansion Project Scope—Kennard Weaver made a motion, seconded by Chris Bott, to approve the Aviation Hangar Expansion project scope, as presented and discussed with the full Board and Building and Site Committee in December 2023. The motion passed unanimously by those trustees present in-person.

Hydrant Easement—On a motion by Kennard Weaver, seconded by Chris Bott, the Board authorized for administration to grant an easement to the City of Traverse City for a public utility easement at the Great Lakes Campus. The motion passed unanimously by those trustees present in-person.

Laundry Machines and Services Purchase—On a motion by Andy Robitshek, seconded by Chris Bott, the Board authorized for administration to enter into an agreement with Max’s Services in the amount of \$36,790 for the purchase, delivery, and installation of (36) laundry machines in the residence halls and apartments, to be funded by Auxiliary (Housing) funds. The motion passed unanimously by those trustees present in-person.

REVIEW OF FOLLOW-UP REQUESTS—Confirmed requests made by the Board that require administrative follow-up for information to be provided to the Board at a later date.

ADJOURNMENT—The meeting adjourned at 6:40 p.m.

Recorded by Lynne Moritz, Executive Director of the President’s Office and Board Operations.

SIGNED _____
Laura J. Oblinger, Chair

ATTESTED _____
Chris M. Bott, Secretary

**NORTHWESTERN MICHIGAN COLLEGE
BOARD OF TRUSTEES
STUDY SESSION MINUTES
Thursday, February 1, 2024
NMC Hagerty Center, Room C**

CALL TO ORDER—Chair Laura J. Oblinger called the regular meeting to order at 1:00 p.m.

ROLL CALL

Trustees present: Laura J. Oblinger, Andrew K. Robitshek, Kennard R. Weaver, Chris M. Bott, Douglas S. Bishop, Kenneth E. Warner

Trustees absent: None

Also present: President Nick Nissley, Ryan Archer, Marcus Bennett, Lynne Moritz, Diana Fairbanks, Troy Kierczynski, Brandon List, Todd Neibauer, Molly Norville, Stephen Siciliano

REVIEW OF AGENDA—The agenda was accepted as presented.

PUBLIC INPUT—There was no public input offered.

DISCUSSION: Campus Facilities Master Plan—Chair Laura Oblinger provided an overview of the process to date, which began in March 2023 when administration was authorized to contract with Tower Pinkster for consulting services. The process to-date has included multiple methods and opportunities for community input. President Nissley emphasized the enormity and momentousness of what is being undertaken, summarizing where have we been, the feedback submitted, and five key themes that are emerging.

Brandon List, Manager of Landscape Architecture + Planning at Tower Pinkster, and Ryan Archer, Senior Design Architect + Planner, presented the work to date, summary of feedback, and summary of recommendations. It was confirmed that the space utilization analysis included a study of all facilities—instructional classrooms spaces, as well as offices and other facilities.

Housing capacity and demand were analyzed, with a recognition that the governor’s promise of free college may impact housing and enrollment. There was further discussion regarding the potential implementation schedule, along with the budget ranges for projects, which will impact the prioritization and realization of the recommended plan and its projects.

REVIEW OF FOLLOW-UP REQUESTS—Confirmed requests made by the Board that require administrative follow-up for information to be provided to the Board at a later date.

- **Utilization data will be shared with the Board prior to inclusion in final plan**
- **Walk/tour Eastern property – and other areas with proposed large changes**
- **Continued confirmation and adjustment of the timeline for plan approval**

Trustee Bishop commented on a recent news article, emphasizing the preferred procedure of directing all media requests to the Board Chair. The timeline for appointing someone to fulfill the current vacancy on the Board was reviewed.

ADJOURNMENT—The meeting adjourned at 3:03 p.m.

Recorded by Lynne Moritz, Executive Director of the President's Office and Board Operations.

SIGNED _____
Laura J. Oblinger, Chair

ATTESTED _____
Chris M. Bott, Secretary

**NORTHWESTERN MICHIGAN COLLEGE
BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
Tuesday, February 13, 2024
President’s Office Conference Room**

CALL TO ORDER—Chair Laura J. Oblinger called the regular meeting to order at 2:30 p.m.

ROLL CALL

Trustees present: Laura J. Oblinger, Chris M. Bott, Kennard R. Weaver, Kenneth E. Warner

Trustees absent: Douglas S. Bishop, Andrew K. Robitshek

Also present: President Nick Nissley, Lynne Moritz, Troy Kierczynski

REVIEW OF AGENDA—The agenda was accepted as presented.

PUBLIC INPUT—There was no public input offered.

Owner’s Representation: Aviation Hangar Expansion Project—Pursuant to Policy A-106.00 Facilities, Kennard Weaver made a motion, seconded by Ken Warner, authorizing administration to enter into contract not-to-exceed \$200,000 with Cunningham-Limp Co. for owner’s representative services for the aviation hangar expansion project. The source of funds for this service will be State grant funds. The motion passed unanimously of those trustees present.

OTHER POTENTIAL DISCUSSION ITEMS—None

REVIEW OF FOLLOW-UP REQUESTS—Confirmed there were no requests made by the Board that require administrative follow-up for information to be provided to the Board at a later date.

ADJOURNMENT—The meeting adjourned at 2:33 p.m.

Recorded by Lynne Moritz, Executive Director of the President’s Office and Board Operations.

SIGNED _____
Laura J. Oblinger, Chair

ATTESTED _____
Chris M. Bott, Secretary

**NORTHWESTERN MICHIGAN COLLEGE
BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
Monday, February 19, 2024
Timothy J. Nelson Innovation Center
Room 106/107**

CALL TO ORDER—Chair Laura J. Oblinger called the regular meeting to order at 3:00 p.m.

ROLL CALL

Trustees present: Laura J. Oblinger, Chris M. Bott, Kennard R. Weaver, Kenneth E. Warner, Andrew K. Robitshek

Trustees remote: Douglas S. Bishop from Bonita Springs, FL, due to medical reasons

Also present: President Nick Nissley, Lynne Moritz, Molly Norville, Diana Fairbanks, Hollie DeWalt, Todd Neibauer, Marcus Bennett, Troy Kierczynski, Stephen Siciliano, Kyle Morrison, Jamie Gallagher, Bill Marsh, Jordan Ascione-Broad, Mark Keely, Merek Roman (via zoom), Pam Horne (via zoom)

REVIEW OF AGENDA—The agenda was accepted as presented.

Trustee Bishop attended remotely due to a medical condition, and therefore, could participate and vote in compliance with the NMC Board of Trustees bylaws and the Michigan Open Meetings Act.

DISCUSSION

Review of Trustee Selection Process—Chair Laura Oblinger reviewed the vacancy selection process.

Candidate Presentations and Clarifying Questions—Six candidates submitted applications according to the call for nominations; application materials were reviewed by trustees in advance of the special meeting. All six candidates gave brief presentations to the Board as to why they should be selected and addressed any clarifying questions.

PUBLIC INPUT—There was no public input offered.

DISCUSSION/ACTION—Trustees recognized the impressive slate of candidates and encouraged those not selected to fulfill the current vacancy, to consider running in the 2024 election. There will be three terms on the November ballot: two six-year terms and the remainder of Trustee Johnson’s term (through December 31, 2026). In an adjustment to the planned process, candidates were respectfully asked to leave the room while the Board shared their verbal poll and discussed the candidates.

Discussion and Verbal Poll for Top Three Candidates—Each trustee verbally shared their top three candidates, in rank order, recorded by Molly Norville, Office Manager of the President’s Office. As the verbal poll resulted in a clear first preference, candidates were invited back into the meeting room.

ACTION

Board Appointment—Ken Warner made a motion, seconded by Chris Bott, that Bill Marsh be appointed to fill the vacancy on the Northwestern Michigan College Board of Trustees per the Michigan Community College Act. The motion passed unanimously.

ADJOURNMENT—The meeting adjourned at 3:48 p.m.

Recorded by Lynne Moritz, Executive Director of the President’s Office and Board Operations.

SIGNED _____

Laura J. Oblinger, Chair

ATTESTED _____

Chris M. Bott, Secretary



To: Dr. Nick Nissley, President
 From: Todd Neibauer, VP for Student Services and Technologies
 Date: February 19, 2024
 Subject: Enrollment Report – Spring 2024

Spring 2024

Overall contact hour enrollment was up 3.1% for the Spring 2024 semester. Total headcount increased by 81 students or 2.8%. Our programs of special focus Culinary, CIT, Audio Tech, Engineering Tech, Visual Communications, UAS and Marine Technology all have higher enrollment than last year.

There was a decline in the percentage of students retained from fall of 2.1 percentage points versus last year. To fully understand this change we will need to see the total number of students who completed or transferred at the end of the fall semester.

	Spring 2021	Spring 2022	Spring 2023	Spring 2024	Change
Inquiries	1,865	1,846	1,437	1,672	16.4%
Applicants	1,746	1,446	1,417	1,635	15.4%
% Applied	93.6%	78.3%	98.6%	97.8%	-0.8%
Admits	1,371	1,171	1,063	1,184	11.4%
% Admitted	78.5%	81.0%	75.0%	72.4%	-2.6%
Admits Registered	811	778	685	798	16.5%
% Admits Registered	59.2%	66.4%	64.4%	67.4%	3.0%
Prior Admits Registered	5	8	0	1	100.0%
Retained Students	2,024	2,161	2,072	2,038	-1.6%
% Retained	61.7%	65.5%	66.8%	64.7%	-2.1%
Return Students	153	141	116	116	0.0%
Average Contact Hours	9.91	10.65	10.34	10.37	0.3%
Total Headcount	2,993	3,088	2,871	2,952	2.8%
Total Contact Hours	29,670	32,899	29,688	30,621	3.1%
Tuition	5,584,846	6,687,457	6,022,546	6,629,938	10.1%

(Source: Projections Report - Digital Dashboard Same Date Comparison SP2021-2024)

Michigan Community College Enrollment – Spring 2024

Community College	SP2021 Total credit hours	SP2022 Total credit hours	SP2023 Total credit hours	SP2024 Total credit hours	One Year % change	Four Year % Change
Alpena	11,989	11,196	12,354	12,725	3.00%	6.14%
Delta	57,166	55,924	58,757	61,889	5.33%	8.26%
Glen Oaks	8,179	9,387	9,534	9,933	4.19%	21.45%
Gogebic	7,915	7,962	7,491	7,896	5.41%	-0.24%
Grand Rapids	92,502	92,218	86,695	92,576	6.78%	0.08%
Henry Ford	103,798	101,142	100,839	106,881	5.99%	2.97%
Jackson	34,494	34,989	35,958	41,376	15.07%	19.95%
Kalamazoo Valley	54,091	51,844	48,765	NR		-9.85%
Kellogg	26,805	26,589	26,068	30,933	18.66%	15.40%
Kirtland	11,156	10,502	11,258	NR		0.91%
Lake Michigan	20,644	23,494	20,733	20,102	-3.04%	-2.63%
Lansing	87,793	85,017	78,776	78,301	-0.60%	-10.81%
Macomb	144,692	132,054	128,532	135,887	5.72%	-6.09%
Mid Michigan	25,372	25,441	24,209	24,743	2.21%	-2.48%
Monroe County	18,877	18,701	18,234	18,530	1.62%	-1.84%
Montcalm	11,129	11,043	10,830	11,184	3.27%	0.49%
Mott	50,241	52,735	52,838	55,144	4.36%	9.76%
Muskegon	29,595	30,150	28,177	28,744	2.01%	-2.88%
North Central Michigan	13,438	11,690	12,691	12,842	1.19%	-4.44%
Northwestern Michigan	25,985	28,529	25,688	26,542	3.32%	2.14%
Oakland	115,361	109,856	109,536	114,692	4.71%	-0.58%
Schoolcraft	71,603	68,411	66,862	65,501	-2.04%	-8.52%
Southwestern Michigan	15,996	14,757	15,981	18,011	12.70%	12.60%
Washtenaw	90,495	86,411	85,956	81,923	-4.69%	-9.47%
West Shore	8,772	8,071	8,549	9,231	7.98%	5.23%

*No data available for Bay, St. Clair, and Wayne Community Colleges, NR=Not Reported

ADDITIONAL SPRING 2024 REPORTS

Registration

- [Credit Hours](#) ... Generated by departments
- [Contact Hours](#) ... Generated by departments
- [Student Demographics](#) ... Comparison of students registered by residency, financial need, age range, credit load, ethnicity, gender, student type, and count of residence
- [Program Analysis](#) ... Contact hours of students enrolled in specific programs

Admission and Recruiting Information

- [Applicant Demographics](#) ... New applicants showing residency, financial need, age range, ethnicity, gender, and student type
- [Applicant Statistics](#) ... by program of study
- [Prospect Statistics](#) by High School



Northwestern
Michigan
College

MEMO

Administrative Services

To: Dr. Nick Nissley, President
From: Troy Kierczynski, Vice President of Finance and Administration
Date: February 14, 2024
Subject: Summary Report for the General Fund as of January 31, 2024

The attached reports summarize the financial results for the General Fund as of January 31, 2024. The 7th month represents 58% of the year.

Month End Results

The month-end reports are interim and not a reflection of actual year-end results.

The timing of revenue and expenses fluctuates throughout the year and will affect year-end results.

The general fund has year-to-date revenue over expenses of \$4,729,304. Revenue increased by 20% when comparing year-to-date January 2024 to January 2023. Expenses increased by 8% when comparing year-to-date January 2024 to January 2023.

Revenue (letters refer to the attached General Fund summary)

- A. Tuition and fees: For Spring 2024, the budget was set at 29,188 contact hours for a total budget revenue of \$6,401,718. Actual spring contact hours are projected at 30,448 with actual revenue of \$6,591,950. Spring revenue is trending over budget by \$190,232.
- B. Property Taxes: Tax revenue is recorded as payments are received. The overall increase for the fiscal year is expected to be 9% over the previous fiscal year.
- C. State Sources include operational appropriations, personal property tax payments and MPSERS retirement payments. State appropriations payments began in October.
- D. Actual year-to-date investment income recorded for fiscal year 2024 reflects interest and dividend income only. Interest income will exceed the amount earned in fiscal year 2023 due to rising interest rates.
- E. Both Private Sources and Other Sources are timing and event-dependent.

Expenses

- F. Salaries and benefits are tracking under budget.
- G. Overall expenses are under budget at this time due to lower supplies and other expenses.
- H. Capital Outlay reflects expenditures budgeted through the allocation of COAT dollars.

Northwestern Michigan College

Unaudited



Summary Report for General Fund Accounts

Month end reports are interim and not a reflection of year end results.

Fiscal Year 2024, Period 07

Funds	Accounts	2023-2024 Adjusted Budget	YTD Activity	% of Annual Budget
TOTAL GENERAL FUND				
50	Revenues			
	Tuition and Fees	22,212,097	15,111,143	68.03% A
	Property Taxes	13,900,791	8,982,787	64.62% B
	Other Local	<u>0</u>	<u>0</u>	*
	Local Sources	36,112,888	24,093,930	66.72%
	State Sources	10,826,033	5,166,959	47.73% C
	Federal Sources	0	0	* D
	Private Sources	1,175,242	557,368	47.43% F
	Investment Income	320,000	551,069	172.21% E
	Other Sources	<u>495,000</u>	<u>295,764</u>	59.75% F
	Total Revenues	48,929,163	30,665,090	62.67%
60	Labor			
	Salaries & Wages	25,137,688	12,676,769	50.43% G
	Benefits	<u>10,286,740</u>	<u>5,829,954</u>	56.67% G
	Total Labor	35,424,428	18,506,723	52.24%
70	Expenses			
	Purchased Services	2,895,004	2,221,519	76.74% H
	Supplies & Materials	3,107,437	1,537,938	49.49% H
	Internal Services	110,273	59,120	53.61% H
	Other Expenses	1,603,453	756,298	47.17% H
	Institutional Expenses	1,700,512	1,084,071	63.75% H
	Maintenance & Renovation	1,944,397	1,051,286	54.07% H
	Prof Develop, Travel & Events	600,659	373,515	62.18% H
	Capital Outlay	<u>98,000</u>	<u>65,364</u>	66.70% I
	Total Expenses	12,059,735	7,149,110	59.28%
	Total Expenditures	47,484,163	25,655,834	54.03%
80	Transfers			
	Transfers	1,445,000	279,952	19.37%
	Total Transfers	<u>1,445,000</u>	<u>279,952</u>	19.37%
	Total Expenditures and Transfers	48,929,163	25,935,786	53.01%
	Net Revenues over (under) Expenditures	0	4,729,304	



**Northwestern Michigan College
Comparison - Fiscal Year to Date
General Fund
Jan 2024 vs. Jan 2023**

INTERIM
This statement does not
reflect year-end results.

	YTD <u>1/31/2024</u>	YTD <u>1/31/2023</u>	<u>\$ Diff</u>	<u>% Diff</u>	<u>Comments</u>
Revenue					
Local Sources:					
Tuition & Fees	\$ 15,111,143	\$ 13,751,543	\$ 1,359,600	10%	Primarily due to higher enrollment resulting in higher tuition and fee revenue in FY24 than prior year
Property Taxes	8,982,787	6,113,663	2,869,124	47%	Timing of property tax payments received from townships and overall increases in property values
Total Local Sources	24,093,930	19,865,206	4,228,724	21%	
State Sources	5,077,902	4,662,172	415,730	9%	Higher state appropriations received in FY24
State PPT Reimbursement	89,057	75,938	13,119	17%	Higher PPT reimbursement in FY24
Federal Sources	-	-	-	0%	Consistent with prior year
Private Sources	557,368	518,578	38,790	7%	Timing of Foundation gifts; trending higher than FY23
Investment Income	551,069	149,162	401,907	269%	Higher interest/dividends recognized in FY24 than in FY23
Other Sources	295,764	307,993	(12,229)	-4%	Primarily due to lower Marine Center revenue through this time of year in FY24
Total Revenue	30,665,090	25,579,049	5,086,041	20%	
Expenses					
Salaries and Wages	12,676,769	12,340,688	336,081	3%	Consistent with prior year; professional salary expenses are higher in FY24 and partially offset by lower adjunct expenses due to EduStaff transition
Benefits	5,829,954	5,428,880	401,074	7%	Primarily due to higher health benefit expenses in calendar year 2023 and higher MPERS and TIAA expenses in FY24
Purchased Services	2,221,519	1,474,315	747,204	51%	Primarily due to transition of adjunct and supplement staff to EduStaff; also impacted by higher advertising and purchased service expenses in FY24
Supplies & Materials	1,537,938	1,476,414	61,524	4%	Primarily due to higher classroom related fees and general supplies in FY24; partially offset by timing of aviation fuel expenses
Internal Services	59,120	15,644	43,476	278%	Timing of internal events/charges
Other Expenses	756,298	695,726	60,572	9%	Primarily due to higher recruiting/promotion expenses, financial charges, and Native Tuition waivers in FY24
Institutional Expenses	1,084,071	969,109	114,962	12%	Primarily due to a combination of higher electric expenses; partially offset by timing of heating payments in FY24
Maintenance & Renovation	1,051,286	945,342	105,944	11%	Primarily due to higher equipment maintenance expenses in FY24
Professional Development	373,515	266,686	106,829	40%	Higher higher professional development and subscription expenses in FY24
Capital Outlay	65,364	102,960	(37,596)	8083%	Timing of COAT purchases
Total Expenses	25,655,834	23,715,764	1,940,070	8%	
Transfers	279,952	234,062	45,890	4000%	Aviation flight hour transfers, departmental transfers, and indirect grant revenue transfers for FY24
Total Expenses & Transfers	25,935,786	23,949,826	1,985,960	8%	
Net Revenue Over (Under) Expenses	\$ 4,729,304	\$ 1,629,223	\$ 3,100,081	190%	



Northwestern
Michigan
College

Northwestern Michigan College
Income Statement Projections - General Fund
For the Year Ended June 30, 2024
As of 2/9/2024

INTERIM
This statement does not reflect
year-end results.

	FY23 Actual	FY 24 Budget	YTD 2/9/2024	FY 24 Projected	Difference vs. Budget	Comments
Revenue						
Local Sources:						
Tuition & Fees	\$ 21,323,999	\$ 22,212,097	\$ 15,196,523	\$ 23,594,510	1,382,413	Enrollment was higher than expected in Fall / Spring. Also, aviation flight fees are trending higher than budgeted.
Property Taxes	12,663,865	13,900,791	10,240,060	13,902,125	1,334	In line with budget
Total Local Sources	33,987,864	36,112,888	25,436,583	37,496,635	1,383,747	
State Sources	14,609,228	10,696,033	4,644,400	10,842,670	146,637	Currently trending slightly above budget due to higher than expected MPSERS offset receipts
State Property Tax Reimbursement	185,235	130,000	89,057	156,477	26,477	In line with budget
Federal Sources	9,200	-	-	-	-	GLMA direct funding is now recognized in restricted funds instead of the general fund
Private Sources	1,333,617	1,175,242	557,368	1,175,242	-	In line with budget
Dividend and Interest Income	544,035	320,000	551,069	879,953	559,953	The College continues to take advantage of a favorable interest rate environment
Unrealized Gain (Loss) on Investments	(530,514)	-	-	-	-	Not projected due to volatility of unreal. losses; see quarterly investments memo (Jan/Apr/Jul/Oct)
Other Sources	675,147	495,000	308,247	641,976	146,976	Increase in extra sales including culinary sales in FY24
Total Revenue	50,813,812	48,929,163	31,586,724	51,192,952	2,263,789	
Expenses						
Salaries and Wages	23,517,092	25,137,688	12,756,671	24,178,460	(959,228)	Currently trending below budget due to shift to EduStaff for suppl + adjuncts, and open positions
Benefits	13,441,442	10,286,740	5,878,492	10,306,829	20,089	Currently trending near budget; impacted by increasing health benefit expenses
Purchased Services	3,073,784	2,895,004	2,272,658	3,939,062	1,044,058	Trending above budget due to impacts of EduStaff transition
Supplies & Materials	2,861,325	3,107,437	1,562,187	3,126,092	18,655	Currently trending slightly above budget
Internal Services	82,699	110,273	71,247	104,631	(5,642)	Trending slightly below budget
Other Expenses	1,238,042	1,603,453	778,421	1,745,372	141,919	Trending above budget for student assistance expenses (offset by Foundation gifts), recruiting expenses, and Native tuition waivers
Institutional Expenses	1,919,104	1,700,512	1,084,590	1,980,899	280,387	Budgeted for increases in utilities but electric expenses are currently trending above budget
Maintenance & Renovation	1,565,241	1,944,397	1,089,557	2,056,137	111,740	Maintenance of facilities trending above budget
Professional Development	593,380	600,659	385,315	743,830	143,171	Increased activity in PD events and travel
Capital Outlay	842,128	98,000	65,364	98,000	-	
Total Expenses	49,134,237	47,484,163	25,944,502	48,279,312	795,149	
Transfers Out (In)						
Plant Fund - General Maintenance	1,210,000	1,230,000	-	1,230,000	-	Budgeted transfer for maintenance of capital
Plant Fund - Technology Maintenance	500,000	500,000	-	500,000	-	Budgeted transfer for maintenance of technology
Plant Fund - Facility Fee for Maintenance	-	40,000	-	40,000	-	Budgeted transfer for facility fee for maintenance
Plant Fund - Aviation Capital Fund	498,106	450,000	253,008	556,618	106,618	Budgeted transfer for Aviation equipment fund; based on revenue, calculated using tach hours
Plant Fund - New Capital Projects	-	-	-	1,000,000	1,000,000	Transfer current year surplus towards new projects
Bd Designated - Strategic Projects	250,000	275,000	-	425,000	150,000	Budgeted transfer for strategic projects, plus \$150k in additional surplus
Bd Designated - Funds for Transformation	50,000	50,000	-	50,000	-	Budgeted transfer for funds for transformation
Bd Designated - IAF	-	-	32,000	32,000	32,000	Transfer IAF funding to restricted fund
Restricted Fund - GLMA Direct Support	(1,061,425)	(1,100,000)	-	(1,100,000)	-	Transfer MARAD restricted funds to the general fund to support academy operations
Restricted Fund - GLMA Heritage Act	-	-	-	-	-	One-Time transfer of Heritage Act fund balance to restricted fund
Program Specific - Indirect Cost Rates (Grant)	-	-	(5,056)	(5,056)	(5,056)	
Total Transfers	1,446,680	1,445,000	279,952	2,728,562	1,283,562	
Total Expenses & Transfers	50,580,917	48,929,163	26,224,454	51,007,874	2,078,711	
Net Revenue Over (Under) Expenses	\$ 232,895	\$ -	\$ 5,362,270	\$ 185,078	\$ 185,078	



Northwestern
Michigan
College

MEMO

*Public Relations, Marketing,
and Communications*

To: Nick Nissley, President

From: Diana Fairbanks, Associate VP of PR, Marketing and Communications

Date: 2-16-24

Subject: January 2024 Monthly Report

NMC had good results across all media categories in January. Paid media was up YOY and MOM. The GLCI campaign continues to be the highest performing program campaign, followed by GLWSI. Both have an expanded geographic reach to support strategies 2 and 5. Earned media showed unusually high estimated value and sentiment with coverage of the Denros becoming a certified autism center, Embrace the Dream, medical courses now qualifying for MI Reconnect and Trustee Johnson's resignation. Owned media's NMC Now e-newsletter highlighted NMC's FAFSA workshop and Dental Assisting license exam success. In other owned media news, we are transitioning Nexus magazine into a new community engagement piece with a targeted launch date of fall 2024. The goal of the new piece is to directly communicate NMC's value proposition with tax payers. Shared media followers were up YOY, but engagement dipped YOY due to an unusually high performing 2023. This month's highest performing posts include a welding student, Dean's List, NISOD winners and housing. NMC Public Relations, Marketing and Communication key performance indicators for January 2023 include:

Paid Media ↑

- Applications: 124
- Accounts: 114

Earned Media ↑

- Media mentions: 148
- Positive/neutral sentiment: 100%
- Publicity value: \$1.2M

Owned Media ↑

- NMC Now: 907 readers, 49% open rate

Shared Media ↑

- Facebook followers: +10% YOY
- Facebook engagement: -69% YOY
- Instagram followers: +13% YOY
- Instagram engagement: -6% YOY



MEMO: Resource Development

To: NMC Board of Trustees
President Nick Nissley, Ed.D.

From: Carly McCall, Director of Alumni Engagement

Date: February 19, 2024

Subj: Foundation Update

Fund Raising – a report on FY24 goals

As of today’s date, the fiscal year is 63% completed and 67% of the budgeted goal of \$2,575,000 in new cash gifts and pledges has been received, with 3,024 gifts and pledges recorded.

FY24 Total Dollars Raised Through the NMC Foundation

\$1,612,621	Total cash gifts and pledges received to date (including The Fund for NMC)
\$200,000	New documentation of planned gift intentions
<u>+ \$115,363</u>	Gross event revenue
\$1,927,984	Total raised through new gifts, commitments, & events
\$667,000	Additional cash, received from previously documented planned gifts

Of the all gifts realized (cash, pledges, and planned gifts), donors are impacting the following areas of the college:

- Unrestricted gifts to the Fund for NMC - \$293,690
- Scholarships, both restricted and endowed funds - \$1,588,439
- Program support and capital projects at NMC - \$597,492

Foundation Initiatives

- The annual fundraiser for the Great Lakes Culinary Institute, **Taste of Success**, will be held in person for the first time since 2019. The response has been overwhelmingly positive, and sponsor support has surpassed last year and is currently the second highest in Taste history.
- **Taste of Success** will be Friday, April 26, 2024 with tickets \$150 per person. Tickets and sponsor information is available at nmc.edu/taste-of-success. Tickets are selling well and we strongly encourage making plans soon.
- After a four-year hiatus, the **Great Lakes Maritime Academy Alumni Association** held a reunion February 16-17, 2024. Over 50 alumni participated in the weekend, which included bowling with cadets on Friday, a hybrid in-person/Zoom meeting Saturday morning and a dinner/dance, again with cadets, at Hotel Indigo Saturday night. The group received updates from Superintendent Achenbach, as well as engaging with GLMA faculty and staff. Partnering directly with the Alumni Office was a new and positive development for the association.

Northwestern Michigan College
Board of Trustees
Executive Committee Minutes
February 8, 2024
Gray Conference Room 202-F
University Center
2200 Dendrinis Drive, Traverse City, MI 49686

Committee Chair Laura Oblinger called the meeting to order at 4:01 p.m.

Members Present: Laura Oblinger (via Zoom), Chris Bott, Kennard Weaver

Others Present: Nick Nissley, Lynne Moritz, Troy Kierczynski, Todd Neibauer

President's Update

President Nissley began with an update on the Benzie County Annexation, focusing on how the college could direct the use of funds if the ballot proposal succeeds. Per legal parameters, the use of funds must have an educational nexus (i.e., should tie into NMC's operational mission and goals) and must not be specifically prohibited by Michigan Community College Act. Chair Oblinger emphasized the input from recent listening sessions demonstrated a desire from Benzie County residents to have a portion of the millage funds reinvested directly to serve Benzie county in an educational capacity.

Three main areas of conversation are emerging on potential uses of Benzie County revenue:

1. Benzie operations (e.g., facilities, infrastructure, staffing, transportation)
2. Development fund (i.e., support activities in Benzie that are not directly related to college attendance but are within the NMC's mission sphere of economic and community development)
3. NMC core (i.e., the portion of potential property tax revenue that would go toward supporting the core operations of the college that serve all parts of the college and its constituents.

While the Board of Trustees must pass a resolution in April to place the questions on the ballot for November, other key points in the timeline are filing with the State Superintendent in May and with the Benzie County Clerk in August. The college cannot use public funds to advocate for a ballot proposal per the Campaign Finance Act. President Nissley shared that advocates within Benzie County are forming a "yes committee."

Public Input—There was no public comment offered.

Other Discussion—The draft agenda for upcoming regular meeting of the full Board of Trustees was reviewed, along with proposed presentation topics for the year.

The meeting was adjourned at 5:00 p.m.

Recorded by Lynne Moritz, Executive Director of the President's Office and Board Operations

Northwestern Michigan College
Board of Trustees
Building and Site Committee Minutes
February 13, 2024
President's Office Conference Room
Tanis Building
1701 E. Front Street, Traverse City, MI 49686

Committee Chair Ken Warner called the meeting to order at 1:30 p.m.

Members Present: Ken Warner, Chris Bott, Kennard Weaver

Others Present: Nick Nissley, Lynne Moritz, Troy Kierczynski, Chris Kushman

TART Trail Easement at Great Lakes Campus—Kennard Weaver made a motion, seconded by Chris Bott, to consider the proposed TART Trail Easement at the Great Lakes Campus. The committee unanimously recommended at the next regular meeting of the full Board, on February 26, the Board authorize for administration to sign and grant the proposed Recreational Trail Easement to the City of Traverse City.

Aviation Hangar Expansion Project—On a motion by Chris Bott, seconded by Kennard Weaver, the committee discussed the bids received for owners' representation for the Aviation Hangar expansion project. The bid award was recommended for approval at the special board meeting scheduled for 2:30 p.m. following the current committee meeting.

The analysis process for determining the return on investment (ROI) for the hangar expansion project and other long-term projects was discussed, with emphasis on including discounting in calculations. Vice President of Finance and Administration Troy Kierczynski will bring ROI analysis to the committee at their next meeting.

Campus Master Plan Update—A general update from the February 12 Steering Committee was provided, with discussion focusing on the draft timeline and prioritization of recommended projects. There was discussion regarding capital outlay funding and opportunities to consider for future project submissions. There was discussion regarding the timing of the Chief Advancement Officer position search and its impact on fundraising for facilities projects.

Committee Meeting Schedule—Throughout the remainder of the facilities master planning process, the committee will reserve 90 minutes for meetings. The President's Office is in the process of scheduling a tour date for trustees to view college properties and the areas recommended for transformation in the upcoming plan.

Public Input—There was no public comment offered.

The meeting was adjourned at 2:19 p.m.

Recorded by Lynne Moritz, Executive Director of the President's Office and Board Operations



Northwestern
Michigan
College

Resolution of Appreciation

RACHEL A. JOHNSON

WHEREAS Rachel A. Johnson served as a Northwestern Michigan College trustee for more than seven years, following her initial appointment in November 2016, and was elected twice to the office of trustee, in 2018 and in 2020;

•

WHEREAS she served as Board chair in 2022 and vice chair in 2023;

•

WHEREAS she served on the Presidential Search Committee which selected current president Dr. Nick Nissley, and served as a valuable source of stability during the college's first presidential transition in nearly two decades;

•

WHEREAS she also served on the Presidential Performance & Compensation Committee, Executive Committee, Strategic Planning Steering Committee and NMC Foundation Board;

•

WHEREAS she taught at NMC prior to her trustee service, directly fulfilling NMC's mission of providing lifelong learning opportunities to our communities;

•

WHEREAS as the CEO of Cherryland Electric Cooperative, she personally demonstrates passion about the seventh cooperative principle, concern for community, in the following ways;

- Graduating from the Leadership Grand Traverse program;
- Serving on the Traverse Connect Board of Directors;
- Serving as chair of the Traverse Connect Government Relations Committee;
- Serving as Vice-Chairperson of the Commongrounds Cooperative Board;
- Membership in Impact 100TC

•

THEREFORE, we gratefully acknowledge Rachel A. Johnson's service, commitment and dedication to Northwestern Michigan College.

Laura Oblinger, *Chair of the Board of Trustees*

Nick Nissley, *NMC President*



Northwestern
Michigan
College

MEMO

Administrative Services

To: Nick Nissley, President
From: Troy Kierczynski, Vice President of Finance and Administration
Date: February 14, 2024
Subject: **City of Traverse City Easement for Tart Trail - Grandview Parkway Project**

This document provides an overview of the City of Traverse City easement request for the Tart Trail along Grandview Parkway near the Great Lakes Campus.

Recommendation

Authorization for administration to grant an easement to the City of Traverse City allowing the installation and maintenance of a recreational trail through the southern portion of the Great Lakes Campus property.

Consideration for this easement is \$1, the adequacy and receipt of which is acknowledged. The proposed easement is attached.

Background/Scope

Northwestern Michigan College received a request from the City of Traverse City for a permanent recreational trail easement area and a temporary grading easement. Installation is expected to coincide with the larger Grandview Parkway project. The easement requested is adjacent to Front St., running east-west between the southern courtyard of our Great Lakes campus and Front St.. The easement is to be used only for a non-motorized recreational trail available to the general public, subject to such restrictions and regulations as the Grantee may elect to impose from time to time.



To: Dr. Nick Nissley, President
From: Todd Neibauer, Vice President for Student Services and Technologies
Date: February 26, 2024
Subject: Avigilon security system upgrade and rebuild

Board Authorization Requested

Authorize the administration to enter into a contract with People Driven Technology to upgrade and rebuild the electronic door access control system at a cost of \$67,000.

Background

NMC utilizes the Avigilon system for video security and physical access to buildings with the door access control system. The video security system was upgraded last year, this is the continuation of the project to upgrade the system controlling the physical building access. The project will establish standardized access controls throughout all campuses applying best practices and usage parameters for this system. A graphic mapping interface will be built to allow for faster response time to incidents. After this project is completed, we will be using the latest version of the Access Control Management system. This work will be completed by our vendor that supports the Avigilon system, People Driven Technologies.

Funding Source

This purchase will be funded by the Plant Fund Reserves.



MEMO

To: The Board of Trustees and President Nick Nissley

From: Katharine Marvin, Director of Development for the NMC Foundation

Date: February 16, 2024

Subject: Special License for Taste of Success event

April 26, 2024 will mark the return of the in person annual fundraiser held on behalf of the Great Lakes Culinary Institute. A Taste of Success raises significant scholarship and program support each year.

Action Requested

As we last did in 2019, we are requesting Board of Trustee approval to file with the State of Michigan for a special events tasting and wine auction license for April 26, 2024, which would allow a broader range of activities to be carried out as part of the Taste of Success event.

Rationale

Under the leadership of event committee chair Timothy Young, we have seen a significant uptick in support for the Taste event, with an increase in participation from both area winery associations, WOMP (Wineries of Old Mission Peninsula) and LPVA (Leelanau Peninsula Vinters Association), and several other community organizations. We also now receive increased and upgraded donations from individuals and businesses to support the activities associated with this event. Under the College's current liquor license, we are restricted in how we can use wine offered for the event and with the special event license, we can utilize opportunities such as the wine auction.

Background

The process of receiving special event licenses was regularly followed prior to NMC opening the Hagerty Center and having a long-term license. The Board of Trustees last approved a special event license for the Taste event in 2019. Upon Board of Trustees approval, staff will complete the application process as quickly as possible to ensure the license is in place for the event. We thank you for your consideration and look forward to a tremendously successful event.



To: Dr. Nick Nissley, President

From: Alex Bloye, Director of Aviation
Stephen N. Siciliano, Ph.D., Vice President for Educational Services
Troy Kierczynski, VP of Finance & Administration

Date: February 16, 2024

Subject: New Aircraft Engines Purchase Agreement

Recommendation

Authorization for administration to purchase three (3) Lycoming aircraft engines totaling \$248,253 from Air Power, Inc.

Background and Justification

One of our twin-engine Piper Aztecs, along with our single-engine American Champion Decathlon, are due for scheduled engine replacements. Certified aircraft engines follow manufacturer replacement schedules, in addition to specifications required by the FAA. The NMC fleet includes a range of engines with specific Time Before Overhaul (TBO) criteria, such as the Decathlon aircraft at 1600 tach hours, the Cessna 172’s at 2400 tach hours, and the Aztec at 2000 tach hours. In addition to TBO, manufacturer specifications on engine performance and wear are limiting factors in FAA regulated engine replacements.

Lycoming Engines manufactures the engines used by our Piper Aztecs and American Champion Decathlon, and is therefore deemed a sole-source manufacturer. We requested quotes from multiple Lycoming suppliers, as shown in the table below. Air Power, Inc. is offering the best net price with the least downtime. Further, Air Power, Inc. will refund up to \$84,000 to NMC upon receipt and inspection of the three current engine cores.

Summary of Quotes

Company	Gross Price	Net Price*	Notes
Air Power, Inc.	\$248,253	\$163,553	Engines are ready-built, two-week downtime, \$84k deposit (refund) on our 3 core engines
Penn Yan Aero	\$177,049	\$177,049	Current engines must be shipped to be rebuilt, leading to ~3-month downtime

Note: Bids include delivery charges. Third bid not obtained due to limited trusted suppliers.

Funding Source

Purchase will be funded from the Aviation Capital Reserve Account which holds a balance of \$990,516.