

**NORTHWESTERN MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
MINUTES  
Monday, October 23, 2023  
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, Rachel A. Johnson, Kennard R. Weaver, Chris M. Bott, Douglas S. Bishop, Kenneth E. Warner, Andrew K. Robitshek

**Trustees absent:** None

**Also present:** President Nick Nissley, Lynne Moritz, Diana Fairbanks, Troy Kierczynski, Lindsey Lipke, Jennifer Hricik, Hollie DeWalt, Linda Berlin, Tami Livengood, Zach Whitaker, Glenn Wolff, Vicki VanDenBerg, Marcus Bennett, Chris Hanna

**REVIEW OF AGENDA**—The agenda was accepted as presented.

**STRATEGIC FOCUS: Student Engagement and Success**—Jason Slade, Vice President of Strategic Initiatives, shared this strategy is currently on track with 4 of the 5 objectives classified as “green” due to their progress through the action steps. PRMC launched its marketing campaigns for key program areas in January, which has resulted in increased applications and enrollment in all key programs. Slade also shared a grant has been awarded to add a success coach, which will help support objective four.

**REPORTS AND PRESENTATIONS**

**Audit Presentation**—Vicki VanDenBerg, Plante & Moran, PLLC shared a clean, unmodified opinion for the college and Foundation, which is the highest level of assurance. The federal single audit is still in process, which is typical of the process.

**Faculty Report: Nursing Program**—Tami Livengood, Director of Nursing Programs, shared she was part of the first University of Michigan nursing class at the University Center in 1996. Livengood emphasized the program’s relationships with community partners (e.g., including Munson Healthcare, Davenport University, Grand Valley State University), relevance (e.g., increased faculty presence in clinical teaching), and rigor (citing NCLEX pass rates of 92.59% for ADN and 100% for PN).

**PUBLIC INPUT**—There was no public input offered.

**UPDATES**

**President’s Update**—President Nick Nissley shared four key updates centered on the Freshwater Research and Innovation Center, Benzie County annexation listening sessions, NMC October Conference, and collaboration with Michigan Tech on a 4+0 program. Points of pride highlighted by President Nissley include that an NMC group is in the finals for the NACCE pitch contest, recent HBA Scholarship Dinner, Nick Roster’s biology class sampling of the Boardman River (which found microplastics present), and PRMC’s recipient of seven national council awards.

**Board Chair Update**—Chair Laura Oblinger gave kudos for the potential development of a 4+0 agreement with MTU and provided an update on the college-foundation MOU review process.

**ACCT Leadership Congress**—Trustees who attended the Association of Community College Trustees (ACCT) Annual Leadership Congress earlier in the month shared out their takeaways. It was noted that the conference is a big investment in time and resources; therefore, it was suggested that those attending could assess sessions in advance and plan more structured debrief discussions.

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

- Minutes of the September 25, 2023, regular meeting
- Financial Report—*Troy Kierczynski, Vice President of Finance and Administration*
- Enrollment Report—*Todd Neibauer, Vice President for Student Services and Technologies*
- PRMC—*Diana Fairbanks, Associate Vice President of Public Relations, Marketing, and Communications*
- Foundation Report—*Jennifer Hricik, Interim Associate Vice President for Resource Development and Executive Director of Foundation*
- Scholarship and Financial Aid Report—*Linda Berlin, Director of Financial Aid*
- Building and Site Committee report—*Ken Warner, Committee Chair*
- Audit Committee Report—*Kennard Weaver, Committee Chair*
- Policy Committee Report—*Chris Bott, Committee Chair*
- Executive Committee Report—*Laura Oblinger, Committee Chair*

## **ACTION ITEMS**

**Acceptance of NMC Audit**—On a motion by Kennard Weaver, seconded by Doug Bishop, the Board accepted the financial audit of Northwestern Michigan College for the fiscal year ended June 30, 2023, as presented. The motion passed with a unanimous vote.

**FY25 Five Year Capital Outlay Plan**—Doug Bishop made a motion, seconded by Kennard Weaver, and the Board unanimously approved the FY 2025 Five-Year Capital Outlay Plan for submission to the Michigan Office of the State Budget as presented. There was discussion regarding the Capital Outlay project selection. The motion passed unanimously.

**Aero Park Campus Fiber and Copper Cable Relocation**—On a motion by Rachel Johnson, seconded by Doug Bishop, the Board authorized for administration to enter into contract with Top Line Electrical for the relocation and replacement of fiber optic and copper cable at a cost of \$59,950 to be funded through Plant Fund Reserves. The motion passed unanimously.

**Automotive Technology Building Floor**—Doug Bishop made a motion, seconded by Ken Warner, to authorize for administration to enter into a contract with Full Spectrum Coatings in the amount of \$82,992 to resurface the Automotive Technology Building floor, to be funded from the Plant Fund deferred maintenance budget. The motion passed unanimously.

**Board Policies**—On a motion by Chris Bott, seconded by Doug Bishop, the Board unanimously adopted the following Board policies on a first-reading basis:

- Revised Policy D-400.00 External Partnerships
- Revised Policy D-500.02 Tobacco Free NMC
- Revised Policy D-300.00 Workforce
- Policy D-500.01 Use of Federal Funds (no revisions)

**Closed Session**—Rachel Johnson made a motion, seconded by Kennard Weaver, that the Board convene in closed session as permitted by Section 8(1)(h) of the Open Meetings Act, MCL 15.268, to consider one privileged legal memo prepared by the college’s outside counsel, Parker Harvey, which are materials exempt from discussion or disclosure under state or federal statute as written attorney-client communications in connection with Section 13(1)(g) of Michigan’s Freedom of Information Act, MCL 15.243(1)(g). The motion passed with the following roll call vote: Yes—Chris Bott, Rachel Johnson, Ken Warner, Doug Bishop, Andy Robitshek, Kennard Weaver, and Laura Oblinger; No—none; and the Board went into closed session at 6:48 p.m.

**Reconvene Regular Session**—Kennard Weaver made a motion, second by Chris Bott, to adjourn the closed session and reconvene the open session. The motion passed with the following roll call vote: Yes— Kennard Weaver, Ken Warner, Doug Bishop, Andy Robitshek, Rachel Johnson, Chris Bott, Laura Oblinger; No—none; and the regular open session reconvened at 7:07 p.m.

**Easement**—Chris Bott made a motion, seconded by Kennard Weaver, to authorize administration to sign and grant the easement request from Consumers Energy for Milliken Drive utility maintenance. The motion passed unanimously.

**Closed Session**—Doug Bishop made a motion, seconded by Kennard Weaver, that the Board adjourn the open session and consider in closed session (pursuant to Subsection 8(a) of the Open Meetings Act, MCL 15.268) the annual performance evaluation of the president, per his request for a closed session. The motion passed with the following roll call vote: Yes— Andy Robitshek, Doug Bishop, Chris Bott, Kennard Weaver, Ken Warner, Rachel Johnson, Laura Oblinger; No—none; and the Board went into closed session at 7:08 p.m.

**Reconvene Regular Session**—Kennard Weaver made a motion, second by Rachel Johnson, to adjourn the closed session and reconvene the open session. The motion passed with the following roll call vote: Yes— Chris Bott, Rachel Johnson, Ken Warner, Doug Bishop, Andy Robitshek, Kennard Weaver, and Laura Oblinger; No—none; and the regular open session reconvened at 8:17 p.m.

**Presidential Performance Evaluation**—On a motion by Doug Bishop, seconded by Rachel Johnson, the Board unanimously accepted October 2023 Presidential Performance Evaluation. Board Chair Laura Oblinger made the following statement:

This year’s evaluation was derived from the same process and evaluation of 2022 to provide consistent measurement. The process included a competency evaluation from the President’s Council and each Trustee, as well as a self-evaluation from President Nissley.

The College’s Board of Trustees is pleased to report that we agree with the success in President Nissley’s performance. The Board is looking forward to the areas of growth and opportunity for 2024.

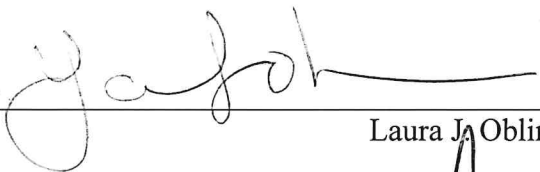



The Presidential Performance and Compensation Committee will be meeting in the coming months to solidify 2024 goals and make recommendations for the 2024 presidential review process.

**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 8:19 p.m.

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

SIGNED   
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Laura J. Oblinger, Chair

ATTESTED   
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Andrew K. Robitshek, Secretary