

**NORTHWESTERN MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
MINUTES  
Monday, April 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, Douglas S. Bishop, Kenneth E. Warner,

**Trustees absent:** Bill F. Marsh, Andrew K. Robitshek

**Also present:** President Nick Nissley, Lynne Moritz, Diana Fairbanks, Troy Kierczynski, Lindsey Lipke, Kyle Morrison, Todd Neibauer, Stephen Siciliano, Carly McCall, Hollie DeWalt, Molly Norville, Glenn Wolff, Terri Gustafson, Cheryl Bartz, Fred Beerwart, Debbie Northway, Mary Hutchinson, Monica Evans, Maggie Bacon, Patrick Brown, Rachel Colby, John Melcher, Dmitri Denune, Brandy Johnson, Mark Dragovich.

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

**STRATEGIC FOCUS**

**Mission & Values in Action**—Aden, a current Audio Tech student, joined the Esports team during his first semester. Transferred from Kirtland for the Audio Tech program.

**Program Focus: Varsity Esports**—Dr. Terri Gustafson, Director of Academic Affairs and Media Technology, presented on Esports (or “electronic sports”) where students compete between individuals or teams using video games. As with other varsity sports, Esports demonstrates teamwork, leadership, and growth. Gustafson shared the program’s successes, which included a national championship.

**Student Engagement and Success**—Jason Slade, Vice President of Strategic Initiatives, and Todd Neibauer, Vice President for Student Services and Technologies, emphasized retention and sense of belonging as key pillars of this strategy. Neibauer emphasized that the number of high school graduates enrolling in college within six months has decreased ... the percentage of state-wide graduates attending community colleges declined again to only 15.3%.

**REPORTS AND PRESENTATIONS**

**Faculty Report: Arts & Humanities**—Glenn Wolff, Instructor, presented “The Long and Winding Road” on student successes in the Arts & Humanities. Retiring after this semester, Wolff shared his creative career path along with the stories of four students. The Board thanked Wolff for his contributions to the college and community and President Nissley shared a story of how Wolff utilized 3-D printed printing-presses for students to use while attending courses remotely due to COVID-19.

**PUBLIC INPUT**—There was public input offered by: Cheryl Bartz, Fred Beerwart, Debbie Northway, Mary Hutchinson, Monica Evans, Maggie Bacon, Patrick Brown, Rachel Colby, John Melcher, Dmitri Denune, Brandy Johnson, and Mark Dragovich.

**UPDATES**

**President’s Update**—President Nick Nissley shared thoughts on the potential Benzie County annexation and how it can serve the mission of the college to provide lifelong learning opportunities to transform lives and enrich our communities. Regarding other updates, Nissley shared the search for the Chief Advancement Officer

position includes virtual interviews of six candidates this week. Third, the congressional spending request (or earmark) for the Aviation hangar expansion project was approved by the federal government. Fourth, the Freshwater Research Innovation Center ad hoc committee is developing articles of incorporation and by-laws, which the Board of Trustees will review in the upcoming months. Nissley shared points of pride including three recent events: the second annual Gala to Give, Audio Tech Dollars for Scholars fundraising, the 9th Annual Big Little Hero Race. Lastly, Nissley congratulated faculty member Nick Roster for being named the Environmentalist of the Year in education by the Northern Michigan Environmental Action Council

**Board Chair Update**—Chair Laura Oblinger shared highlights from her recent experience with the brand assessment and strategy work being done which was made possible by a grant from the Lumina Foundation. Oblinger also emphasized the college has had three consecutive semesters of enrollment growth.

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

- Minutes of the March 18, 2024, regular meeting
- Minutes of the April 2, 2024, study session 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, Associate Vice President of Public Relations, Marketing, and Communications
- Foundation Report—Carly McCall, Director of Alumni Engagement
- Building and Site Committee—Ken Warner, Committee Chair
- Audit Committee—Kennard Weaver, Committee Chair
- Executive Committee—Laura Oblinger, Committee Chair

## **ACTION ITEMS**

**Annexation of Benzie County**—On a motion by Kennard Weaver, seconded by Chris Bott, the Board adopted a resolution proposing annexation of Benzie County to join the Northwestern Michigan College district, which includes ballot proposition language, as presented. The motion passed unanimously by those trustees present at the meeting.

**Resolution of Support**—Doug Bishop made a motion, seconded by Warner, the Board adoption of Resolution of Support for annexation of Benzie County to join the Northwestern Michigan College district as presented. The motion passed unanimously.

**MACC Grant Application**—Ken Warner made a motion, seconded by Doug Bishop, authorizing the Dennon Museum Center at Northwestern Michigan College to submit an application for grant funding in the amount of \$30,000 for project support from the Michigan Arts and Culture Council (MACC) in the current round of FY25 grant applications. The motion passed unanimously.

**New Jobs Training Program**—On a motion by Kennard Weaver, seconded by Ken Warner, the Board authorized administration to enter into an amended agreement under the Michigan New Jobs Training Program (MNJTP) with Cherry Republic as presented. The motion passed unanimously.

**Aviation Hangar Expansion Architectural Services**—Doug Bishop made a motion, seconded by Ken Warner, to authorize administration to enter into a contract with Environment Architects Inc. in the amount of \$247,000

for architectural services related to the Aviation hangar expansion project. A State of Michigan MEDC grant will fund this contract. The motion passed unanimously.

**Aviation Hangar Expansion Construction Manager**—On a motion by Ken Warner, seconded by Chris Bott, the Board authorized for administration to enter into a contract with Miller-Davis not to exceed the amount of \$454,000 to serve as Construction Manager for the Aviation hangar expansion project. A State of Michigan MEDC grant will fund this contract.

**FY24 Audit Services**—Kennard Weaver made a motion, seconded by Chris Bott, the Board authorized for administration to continue the contract with Plante Moran as Northwestern Michigan College’s auditing firm for the year ending June 30, 2024, according to the updated fees as presented. The motion passed unanimously.

**Campus Safety and Security Assessment**—On a motion by Kennard Weaver, seconded by Doug Bishop, the Board authorized administration to contract with Security Risk Management Associates in the amount of \$89,985 to conduct a campus-wide safety and security assessment. The source of funding is the general fund. The motion passed unanimously.

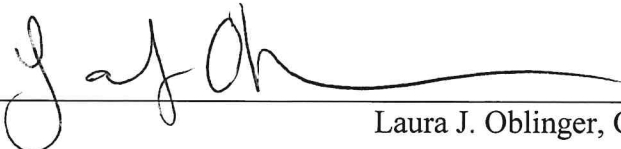
**Cisco Edge Switch Replacement**—Chris Bott made a motion, seconded by Kennard Weaver, the Board authorized for administration to enter into a contract with People Driven Technologies, Inc. for the replacement of the Cisco edge network switch equipment in the amount of \$849,320, plus a 5% contingency, for a total project budget of \$891,786. This purchase will be funded by the Technology Plant Fund Reserves. The motion passed unanimously.

**Learning Management System**—On a motion by Ken Warner, seconded by Doug Bishop, the Board authorized for administration to enter into a contract with Instructure to migrate all Moodle courses and content to Canvas LMS for \$164,196.16 in licensing plus an overlap implementation period for \$24,840 for a three year total of \$189,036.16. This purchase will be funded by the Educational Technology E&G budget. The motion passed unanimously.

**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 6:53 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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Chris M. Bott, Secretary