

**NORTHWESTERN MICHIGAN COLLEGE
BOARD OF TRUSTEES
MINUTES
Monday, November 25, 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, Bill F. Marsh, Kennard R. Weaver, Chris M. Bott, Douglas S. Bishop, Kenneth E. Warner

Trustees participating remotely: Andrew K. Robitshek, from Green Bay, WI

Also present: President Nick Nissley, Lynne Moritz, Mark Keely, Pam Horne, Kyle Morrison, Diana Fairbanks, Troy Kierczynski, Todd Neibauer, Stephen Siciliano, Hannah Rodriguez, Lindsey Dickinson, Marcus Bennett, Hollie DeWalt, Jason Slade, Dan Wasson, Cathy Warner, Becca Richardson, Dino Hernandez, Lexi Galla, Kathryn DePauw, Ken Peress, Alex Bloye

REVIEW OF AGENDA—The agenda was accepted as presented.

STRATEGIC FOCUS

Mission & Values in Action: College Edge—Hannah Rodriguez, Student Success Coordinator, and Spencer Dewey, Pre-Respiratory Therapy Student, explained the College Edge program and the impact the supportive program has on student success. Fifty students have participated in the program since Summer 2023; there is an 89% fall-to-fall retention rate among those participants. Dewey shared his experience in the College Edge program.

In response to a question on how to scale up the various College Edge sessions, Rodriguez explained the varied section times and challenges with scheduling for adult students, especially those with childcare needs. President Nissley shared that supplemental Success Coaches will transition to full time positions in the near future.

Diversity, Equity, Inclusion, and Belonging—Jason Slade, Vice President of Strategic Initiatives and Dr. Marcus Bennett, Special Assistant to the President for Diversity, Equity, Inclusion, and Belonging, provided an update on the DEIB strategy, including sharing results from a survey conducted by Brooklyn College. Slade highlighted DEIB events and initiatives intended for employees as well as students. Bennett provided a high level summary of the key findings from the Brooklyn College survey, including challenges and successes.

REPORTS AND PRESENTATIONS

PRMC Redesign Update—Diana Fairbanks, Associate Vice President of Public Relations, Marketing, and Communications, reviewed the launch of a strategic enrollment marketing function of the college. In the spring of 2021, the Board of Trustees invested in PRMC utilizing the Fund for Transformation, which allowed for a multi-departmental approach to marketing and enrollment. Fairbanks described how the evolution to strategic coordination and data driven work to support measurable objectives in the college's strategic plan.

Faculty Report: Mobile Food Pantry—Cathy Warner, English & CIT Instructor, shared the origins of the Mobile Food Pantry. While implementing the Experiential Learning model into her English 111 course, one student shared awareness of food insecurity and the mobile food pantry system. The student’s proposal, working in collaboration with the NMC Foundation, received a grant to host the mobile food pantry twice per month. Warner emphasized research showing student retention rates increased at institutions with support for students with food insecurity.

PUBLIC INPUT—There was no public input offered.

UPDATES

President’s Update—President Nick Nissley acknowledged the work of Diana Fairbanks and the PRMC team with the investment into the strategic marketing function of the college. Nissley also shared the NMC Foundation’s Finance and Audit Committee is starting a student investment fund which will incorporate experiential learning. The Aviation Hangar Expansion project is underway, with groundbreaking occurring within the past month; Nissley highlighted recent fundraising efforts through the Foundation related to the project. After completing a third party safety and security assessment, Nissley stated there is a prioritized action plan that also engages employees across the college to highlight this priority throughout NMC. A new Campus Safety Coordinator will begin work in December. Hollianne McHugh, Technical Instructor, received the 2024 Community Builder Award from Cunningham-Limp, for her work in creating the Hawk Owl Hangout in Parsons Stulen to create a lounge for students to use before and after classes. Chair Oblinger thanked President Nissley for encouraging thoughtful creativity across the college.

Board Chair Update—Chair Laura Oblinger applauded the recent community report developed by PRMC and the work being done by faculty, staff, and students that is shared throughout the publication.

ACCT Leadership Congress—Trustees that attended the recent Leadership Congress hosted by the Association of Community College Trustees.

The approvals and authorizations at this point in the agenda reflect votes of those trustees present in-person per the Michigan Open Meetings Act.

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 October 21, 2024, regular meeting
- Minutes of the November 19, 2024, study 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—*Dino Hernandez, Vice President of College Advancement and Executive Director, NMC Foundation*

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- Sensitive Information Report—*Troy Kierczynski, Vice President of Finance and Administration*
- Presidential Performance and Compensation Committee—*Laura Oblinger, Committee Chair*
- Executive Committee—*Laura Oblinger, Committee Chair*
- Policy Committee—*Chris Bott, Committee Chair*
- Audit Committee—*Kennard Weaver, Committee Chair*

ACTION ITEMS

Resource Guidelines—On a motion by Doug Bishop, seconded by Bill Marsh, the Board approved the NMC Resource Guidelines for 2025-2026 as presented. The motion passed unanimously.

Board Policy—Doug Bishop made a motion, seconded by Chris Bott, to adopt Policy A-103.00 Committees (amended) on a first-reading basis. Trustee Bott explained the previous version of the policy focused only on special committees. The motion passed unanimously.

Presidential Contract—On a motion by Kennard Weaver, seconded by Ken Warner, the Board approved the amendments to the president's contract as presented. The motion passed unanimously.

Aircraft Purchase—Kennard Weaver made a motion, seconded by Doug Bishop, authorizing administration to enter into an aircraft purchase agreement with Textron Aviation, Inc. for the purchase of two (2) new 2028 Cessna Skyhawk 172's at the amount of \$680,000 each (\$1,360,000 total) for delivery by Q1 2028. The motion passed unanimously.

Closed Session—Kennard Weaver made a motion, seconded by Chris Bott, 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 mid-year evaluation of the president, per his request for a closed session. The motion passed with the following roll call vote: Yes—Kennard Weaver, Ken Warner, Doug Bishop, Bill Marsh, Chris Bott, Laura Oblinger; No—none; and the Board went into closed session at 6:51 p.m.

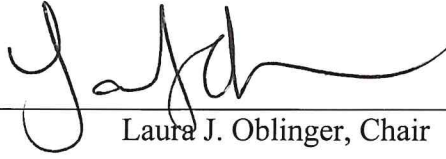
Reconvene Regular Meeting—On a motion by Kennard Weaver, seconded by Doug Bishop, the closed session was adjourned and the open session was reconvened at 7:22 p.m. with the following roll call vote: Yes—Doug Bishop, Ken Warner, Kennard Weaver, Chris Bott, Bill Marsh, Laura Oblinger; No—none.

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 7:23 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