

**ST. CLAIR COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES**  
*Minutes of Special Meeting/Retreat Held Friday, November 11, 2016*  
*College Center Building – Room C100*

**Call to Order:** Chairman DeGrazia called the special meeting/retreat to order at 8:30 am.

**Roll Call:**

**Members Present**

**at Roll Call:** Robert Tansky, Karen Niver, Geoffry Kusch, John Ogden, Nicholas DeGrazia, Denise Brooks, John Adair

**Members Absent** N/A  
**at Roll Call:**

**Also Present:** Dr. Deborah Snyder, Kirk Kramer

**Adoption of Agenda**

It was moved by Mr. Adair, seconded by Dr. Niver, that the Board take action to adopt the agenda as presented.

Motion carried: 7-0

**Election Results**

Trustee election results from the November 8 general election were shared.

**Meeting Schedule for 2017**

Trustees reviewed proposed dates for a 2017 meeting schedule which would include regular meetings on the second Thursday of each month and quarterly retreats in February, May, August, and November. Formal action to approve the 2017 meeting schedule will occur at the December 8 meeting.

**BOT Action Calendar**

A brief history of the BOT action calendar was reviewed and Trustees suggested that the current calendar should be updated to better meet the needs of the Board and the administration. Chairman DeGrazia and Dr. Snyder will plan to work toward developing a new BOT action calendar.

**Proposed Revision to Board Policy 3.1**

It was proposed that greater efficiency could result by providing signing authority to the President for checks of \$5,000 or more; this could be implemented by revising Board Policy 3.1 as such. (It was subsequently identified that the November 11 discussion constituted a “first reading” of proposed revisions to the policy and; therefore, a second reading would be included on the December 8 meeting agenda.)

**Paperless Board Meeting Materials**

Trustees discussed the option of moving toward paperless meeting materials. For the December meeting, a pdf copy of the packet will be emailed to Trustees as a test run.

**Next Steps for Governance Committee**

The Governance Committee indicated that it would convene before the December meeting in order to review any outstanding items. A committee report will be included on the December 8 meeting agenda.

**Trustee Visits on Campus and Building Tours**

Options to assist Trustees with campus familiarity were discussed which included attending the tour which will be provided to the two new Trustees and/or the possibility of scheduling occasional Friday campus tours.

**Update on Fieldhouse and Phase II**

Kirk Kramer provided an overview of plans and costs necessary to complete the Fieldhouse noting that bids were currently in process and should be ready for consideration at the December 8 Board meeting.

**Statement of Shared Governance**

Trustees discussed whether proposed revisions to the Statement of Shared Governance might be ready for a second reading at the December Board meeting. (It was subsequently determined by Drs. DeGrazia and Snyder that a second reading should be deferred until the topic of shared governance could be more fully explored with the MAHE PR&R Committee in January.)

***\*\*\*Trustee Departure: John Adair departed the meeting at 11:30 am.***

**MCCA Meeting Updates**

Trustee Ogden provided several miscellaneous updates from recent MCCA meetings; topics included place-based scholarships, year-round Pell grants, guided pathways, tuition increases at Jackson College and Lansing Community College, and open educational resources at Grand Rapids Community College.

**Report on Internal Stakeholders**

Dr. Snyder provided an overview of recent recommendations of the Climate Taskforce.

**Adjournment**

It was moved by Dr. Kusch seconded by Ms. Brooks, that the Board take action to adjourn the special meeting/retreat at 11:55 am.

Motion carried: 6-0

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Respectfully submitted,

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Mary L. Hawtin  
Board Secretary

Certified by,

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Nicholas DeGrazia  
Board Chair