

**Sy. Clair County Community College
Board of Trustees**

***Minutes of Regular Meeting held April 11, 2024
Welcome Center – Room 150***

Call to Order:

Ms. Robbins called the Regular Meeting to order at 4:30 p.m.

Roll Call:

Members Present
at Roll Call: Marcia Robbins, Robert Tansky, Kristin Ryan,
 John Lusk, Kim Brown

Members Absent
at Roll Call: Karen Niver, Mukund Wankhede

Also Present: Kirk Kramer, Becky Gentner

Adoption of Agenda:

It was moved by Mr. Tansky, seconded by Mr. Lusk, that the Board take action to adopt the agenda as prepared.

Motion carried: 5-0

Approval of the Minutes:

It was moved by Ms. Ryan, seconded by Ms. Brown, that the Board take action to approve minutes of the Regular Meeting held March 14, 2024.

Motion carried: 4-0-1 (Trustee Lusk abstained)

Financial Reports:

Vice-Chair Robbins acknowledged that the financial report had been provided to Trustees.

Communitcations and Petitions:

Vice-Chair Robbins acknowledged that the Communications Report had been provided to Trustees.

Report and Recommendations of the President of the College

1. Informational Items and Presentations:

Overview of 2023-2024 Budget Revision and 2024-2025 Proposed Budget

Chief Financial Officer and Board Treasurer, Becky Gentner, provided an update.

2. Action Items:

Consideration of 2023-2024 Budget Revision

It was moved by Mr. Lusk, seconded by Ms. Brown, that the Board take action to approve the budget revision as attached.

Motion carried: 5-0

Establish Date for Public Hearing on 2024-2025 Proposed Budget

It was moved by Mr. Lusk, seconded by Ms. Ryan, that the Board take action to hold a Public Hearing on May 9, 2024, at 4:30 p.m. in Welcome Center, room 150 on the proposed 2024-2025 budget for the purpose of meeting the requirement of a public hearing on the budget and for a full levy of operating millage.

Motion carried: 5-0

Ballot Proposal

It was moved by Mr. Lusk, seconded by Ms. Brown, that the Board take action to approve the attached ballot proposal.

A roll call vote was taken:

Ms. Brown:	Yes
Mr. Tansky:	Yes
Ms. Ryan:	Yes
Mr. Lusk:	Yes
Ms. Robbins:	Yes

Motion carried: 5-0

Career Plan Association Tentative Agreement

It was moved by Ms. Brown, seconded by Mr. Lusk, that the Board take action to approve the employment agreement with the Career Plan Association, per the attached tentative agreement summary, effective July 1, 2024 – June 30, 2027.

Motion carried: 5-0

Leadership Association Tentative Agreement

It was moved by Mr. Lusk, seconded by Mr. Tansky, that the Board take action to approve the employment agreement with the Leadership Association, per the attached tentative agreement summary, effective July 1, 2024 – June 30, 2027.

Motion carried: 5-0

Consideration of Donor Request

It was moved by Mr. Tansky, seconded by Mr. Lusk, that the Board take action to approve the attached resolution, per the request of the donor.

A roll call vote was taken:

Mr. Lusk:	Yes
Ms. Ryan:	Yes
Mr. Tansky:	Yes
Ms. Brown:	Yes
Ms. Robbins:	Yes

Motion carried: 5-0

Acceptance of Gifts

It was moved by Ms. Brown, seconded by Mr. Lusk, that the Board take action to approve the following donations:

- \$1,000 from Ann Staiger for the Challenger Learning Center at SC4
- \$10,000 from the Foley and Fredendall Charitable Fund for the Fredendall Scholarship

Motion carried: 5-0

New Business:

Resolution Recognizing Community College Month

It was moved by Mr. Lusk, seconded by Ms. Ryan, that the Board take action to approve the attached resolution.

A roll call vote was taken:

Mr. Lusk:	Yes
Ms. Ryan:	Yes
Mr. Tansky:	Yes
Ms. Brown:	Yes
Ms. Robbins:	Yes

Motion carried: 5-0

Staff Changes:

Faculty Appointments- Continuing Status (6)

It was moved by Mr. Lusk, seconded by Mr. Tansky, that the board take action to approve the following faculty appointments – continuing status, effective August 14, 2024.

- Dr. Patrick Wilcox - Physics and Astronomy Instructor
- Dr. Renee Bryzik - English Instructor
- Kyle Larson - English Instructor
- Duane Emig - Precision Machining Instructor
- Leslie Irwin - Associate Degree Nursing, Clinical Instructor
- Dr. Abby Warden - Psychology Instructor

Reports – Trustee: Subcommittee Report by Vice-Chair Robbins

Trustee Robbins provided an update on the work of the committee to review the mission, vision and values.

Adjournment:

It was moved by Mr. Lusk, seconded by Mr. Tansky, that the Board take action to adjourn the meeting at 5:18 p.m.

Motion carried: 5-0

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Respectfully submitted,

Certified by,

Sarah L. Rutallie
Board Secretary

Ms. Marcia Robbins
Board Vice-Chair

General Fund Budget 2023-2024

St. Clair County Community College

	Original 2023-2024	Proposed Revised 2023-2024
Revenue		
Tuition and Fees	\$ 16,400,000	\$ 16,100,000
Property Tax	12,150,000	12,300,000
State Aid	8,100,000	8,200,000
Other Income	450,000	900,000
Total Revenue	<u>\$ 37,100,000</u>	<u>\$ 37,500,000</u>
Expenditures		
Salaries and Wages	\$ 16,300,000	\$ 16,450,000
FICA/Retirement	5,600,000	5,700,000
Fringes	3,000,000	3,100,000
General Insurance	290,000	300,000
Utilities and Postage	1,500,000	1,550,000
Transfers: Designated Funds	3,600,000	3,600,000
Operational Expenditures	4,610,000	4,700,000
Restricted, Matching and Bond Retirement	1,650,000	1,650,000
Unappropriated	550,000	450,000
Total Expenditures	<u>\$ 37,100,000</u>	<u>\$ 37,500,000</u>

RESOLUTION OF THE ST. CLAIR COUNTY COMMUNITY
COLLEGE DISTRICT BOARD OF TRUSTEES

At a regular meeting of the Board of Trustees of the St. Clair County College District held on April 11, 2024 at 4:30 p.m.

PRESENT: Marcia Robbins, Robert Tansky, John Lusk, Kristin Ryan, Kim Brown

ABSENT: Karen Niver, Mukund Wankhede

The following preamble and resolution was offered by Trustee Lusk and supported by Trustee Brown.

WHEREAS, pursuant to Section 144 of the Community College Act of 1966 the voters of the St. Clair County Community College District previously authorized a perpetual tax levy of 1.5 mills to fund the operations of the St. Clair County Community College;

WHEREAS, pursuant to the Headlee Amendment to the State of Michigan Constitution the actual amount levied by the St. Clair County Community College for operations has been rolled back and is currently set at approximately 1.3888 mills;

WHEREAS, Michigan law permits voters to override Headlee reductions and allow the levy of the full authorized millage rate;

WHEREAS, the Board of Trustees has determined it is in the best interest of the St. Clair County Community College District to request voters authorize an override of the Headlee reductions to the District's operating millage, which if approved, would permit the District to levy the full 1.5 mills previously authorized by the voters; and

WHEREAS, the Board of Trustee believes the most efficient and cost effective manner to present the question of a Headlee override to the voters is to place the question on the ballot for the regular election scheduled for August 6, 2024.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the St. Clair College Community College as follows:

1. The Board of Trustees of the St. Clair County Community College directs that the following proposition be submitted to a vote of the qualified electors of St. Clair County Community College District at the general election on August 6, 2024:

**ST. CLAIR COUNTY COMMUNITY COLLEGE
HEADLEE OVERRIDE MILLAGE RESTORATION PROPOSAL**

Shall the limitation on the amount of taxes which may be levied against all taxable property by the St. Clair County Community College District be increased by .1112 mills (\$.1112 per \$1,000 of taxable value) for 2024 and thereafter in order to restore the Community College District's ability to fully levy a 1.5 mill operational levy previously approved by the voters which has subsequently been reduced to 1.3888 pursuant to the Headlee Amendment to the Michigan Constitution. Proceeds from the millage will be used to fund general operations of St. Clair County Community College. If approved the Headlee override portion of the millage would raise an estimated \$773,000 in the first year.

2. The Secretary of this Board is hereby directed to give notice to the St. Clair County Clerk of the above millage proposition and request that she conduct said election in accordance with appropriate statutes. Said election shall be held and conducted and the results of the said election shall be canvassed in accordance with the provisions of the State law pertaining to the submission of such questions to the electors entitled to vote thereon and that the County Clerk of St. Clair County and the Treasurer of St. Clair County shall do and perform all acts required by law for the calling and effecting of such election, and that the said Clerk shall within five (5) days of said election file with the County Treasurer for St. Clair County a certified copy of the official declaration of the results of said election.


3. The above proposal shall be certified to the St. Clair County Clerk on or before 4:00 p.m. on May 14, 2024 and the Secretary of this Board is directed and authorized to take all steps necessary to accomplish the same.

4. All resolution and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

AYES: Trustees Brown, Tansky, Ryan, Lusk and Robbins

NAYS: Not applicable

Resolution declared adopted.



Sarah Rutallie, Secretary
Board of Trustees, St. Clair County
Community College District
St. Clair County, Michigan

CAREER PLAN ASSOCIATION 2024 TENTATIVE AGREEMENT SUMMARY

- The College will provide a 2% pay adjustment on base salary each year of the contract (3 years).
- The College will provide a one-time \$1,500 stipend for all non-probationary current/actively working members with an employment contract for 2024-2025 upon ratification and Board approval of a 3-year contract (2024-2027).
 - The stipend equates to approximately 1% of the member's total base wages and will be distributed to members as noted above.
- The College will increase the salary floor from \$40,000 to \$43,000 (impacting one employee).
- The College will continue to provide the State of Michigan legislated hard cap amounts toward the cost of health care. State hard cap amounts will increase by 4.1% in 2024.
- Very minor clean-up
 - Changed reference of “college” to “College”
 - Changed reference of “Human Resources Department” to “Office of Human Resources”
 - Added “or Chief” to each reference of “Vice President” to allow for change in titles.

LEADERSHIP ASSOCIATION 2024 TENTATIVE AGREEMENT SUMMARY

- The College will provide a 2% pay adjustment on base salary each year of the contract (3 years).
- The College will provide a one-time \$,2000 stipend for all full-time non-probationary current/actively working career plan members upon ratification and Board approval of a 3-year contract (2024-2027).
 - Note: The stipend equates to approximately 1% of the member's total base wages and will be distributed to members as noted above.
- The College will increase the salary ceiling from \$117,300 to \$125,000 to allow for the 2% base wage over 3 years for current members.
- The College will continue to provide the State of Michigan legislated hard cap amounts toward the cost of health care. State hard cap amounts will increase by 4.1% in 2024.
- Very minor clean-up.
 - Corrected reference of “offices of Human Resources” to “Office of Human Resources”.
 - Added “or Chief” to each reference of “Vice President” to allow for change in titles.



Resolution of the Board of Trustees

Whereas, SC4 donor Norm Beauchamp has formally requested a \$55,000 donation made to SC4 be transferred to a 501c3 Charitable organization, and

Whereas, the original donation to SC4 was for scholarship support for International Students attending SC4 with a preference for students from Nigeria and

Whereas, the college has not, to date, expended any funds from the original restricted donation, and

Whereas, the request is made to move funds to an organization with a broader purpose than SC4 and is made without any concern or issue with SC4, the handling of funds by SC4, or the purpose of SC4, and

Whereas, the donor has requested funds be sent to the Reverend Simeon's Community Service Fund ("RSCSF"). With the donor stating: *The RSCSF, is a Michigan non-profit corporation, with 501(C)(3) approval, dedicated to supporting the Centre for Development and Social Justice ("Centre") established by Father Simeon as a Nigerian non-profit corporation. The Centre's focus is providing educational services to at-risk low-income youth and women and providing potable water, sanitation, hygiene, and health education to Nigerian communities and*

Whereas, college legal counsel has advised the request requires Board of Trustee approval to release the funds to another organization, and

Whereas, the donor has emailed a request to SC4, therefore be it

Resolved, the SC4 Board of Trustees approves a previous donation from Norm Beauchamp to SC4 be transferred to the Reverend Simeon's Community Service Fund ("RSCSF") listed on the IRS charity search site as Reverend Simeons Community Service Fund EIN: 26-3786995 | Port Huron, Michigan, United States and be it further,

Resolved, the SC4 Board authorizes college administration to send the original donated amount of \$55,000 to the RSCSF and be it further,

Resolved, the SC4 Board directs college administration to send a letter of acknowledgement and appreciation to the donor Norm Beauchamp.

Approved, this 11th day of April, 2024.



Resolution of the Board of Trustees

Whereas on December 6, 1985, President Ronald Reagan issued Proclamation 5418 creating a National Community College Month;

Whereas the proclamation states that providing access to education at community-based institutions is important to our total educational system and to the strength, vitality, and prosperity of our Nation;

Whereas Port Huron Junior College was established in 1923 and became St. Clair County Community College in 1967;

Whereas as one of the oldest community colleges in the state we have stayed true to serving our students and community with values including a commitment to excellence, innovation, integrity, leadership and diversity;

Whereas the College has established priorities of growth, sustainability and community;

Whereas April is National Community College Month; now, therefore, be it

Resolved, that in observance of National Community College Month, the St. Clair County Community College Board of Trustees, along with President Kirk A. Kramer.:

- join the nation in honoring and affirming the strength, vitality, and prosperity community colleges offer;
- celebrate the worth, value, and benefit of a having affordable college access in Southeast Michigan; and
- renew our passion to offer relevant services committed to educational excellence and our mission to create an academic and cultural environment that empowers students to succeed.

Approved, this 11th day of April, 2024.
