



BOARD OF TRUSTEES

Materials for Regular Meeting

May 28, 2013

Submitted to Board of Trustees

by

*Dr. Robert Harrison
President*

AGENDA
LAKE MICHIGAN COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
Bertrand Crossing Campus
May 28, 2013
6:00 P.M.

- I) Call to Order
- II) Roll Call
- III) Setting of the Agenda
- IV) Minutes of the April 23, 2013 Regular Board Meeting
- V) Petitions and Communications from the Floor
- VI) **President's Report**
 - President's Update.....Dr. Harrison
 - New Faculty Introduction Dr. Dempsey
 - Bertrand Crossing Campus Update Ms. Craig
 - Presentation: Tour New Science Labs
 Dr. Paige Eagan, Frank Stijnman, Lee Van Gin Hoven
 - Financial Services Report Ms. Hahn
 - Instructional Services Report..... Dr. Dempsey
 - Students Services Report Dr. Gabbard
- VII) **Old Business**
 - A) Student Gathering Space and Napier Academic D-Wing Restroom
Renovation Bids..... Ms. Erdman

VIII) **New Business**

A) Resolution to Borrow..... Ms. Hahn

IX) Miscellaneous

X) Adjournment



**LAKE MICHIGAN
C O L L E G E**

**BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
Napier Avenue Campus
April 23, 2013**

I. CALL TO ORDER

Chair Maysick called the Regular Meeting of the Lake Michigan College Board of Trustees to order at 6:02 p.m. The meeting opened with the Pledge of Allegiance.

II. ROLL CALL

Present: Dr. Maysick, Bergan, Dr. Lindley, Tomasini, Truesdell, Williams, and Small

Absent: None

III. SETTING OF THE AGENDA

The agenda stands as presented.

IV. APPROVAL OF MINUTES

The minutes of the March 26, 2013 Regular Meeting stand as presented.

V. PETITIONS AND COMMUNICATIONS FROM THE FLOOR

None

VI. PRESIDENT'S UPDATE

Dr. Harrison reported on the 2013 Phi Theta Kappa banquet held on April 9 honoring one hundred and nineteen Lake Michigan College students inducted into Phi Theta Kappa.

Dr. Paige Eagan presented the final report on the Title III SIP Grant. Ms. Truesdell commented how exciting it has been to watch the progress over the years. Mr. Bergan noted the difference in retention and graduation, and how gratifying it has been to see how this endeavor was really worthwhile in assisting our students become more successful.

Dr. Harrison presented Ms. Judy Buchalski with a gift in honor of appointing her to Professor Emeritus.

FINANCIAL SERVICES

Ms. Pankratz presented the March 2013 financial report.

INSTRUCTIONAL SERVICES REPORT

Dr. Dempsey reported on how the Lake Michigan College Fine Arts program is coming together, offering dance in the fall, and recognizing Dr. McClinton and Mr. Hendrickson’s work with the students.

STUDENT SERVICES

Dr. Gabbard reported on the thirteen Early College high school students graduating from Lake Michigan College in May 2013. Dr. Gabbard noted the summer credit class under development for our Promise Zone students to enroll in prior to entering college.

VII. OLD BUSINESS

Mendel Center Roof Replacement Bids

Lake Michigan College proposed to replace the roof of the Mendel Center. The current roof is approximately 25 years old and has reached the end of its serviceable life.

Bids were advertised in the Herald Palladium, Kalamazoo Gazette and South Bend Tribune. In addition bid documents were available in the Builders and Traders Exchange, Kalamazoo, Michigan; Builders Exchange of Grand Rapids, Grand Rapids, Michigan; Construction News Service of Michigan Inc., Wyoming, Michigan; and MHC/ReproMAX, Grand Rapids, Michigan.

Construction bids were received from the following firms:

<u>Supplier</u>	<u>Base Bid</u>
Fiskars, Incorporated St. Joseph, MI	\$799,000
Pearson Construction Company, Inc. Benton Harbor, MI	\$769,600

ACTION:

It was recommended that the Lake Michigan College Board of Trustees accept the low bid of Pearson Construction Company, Inc., Benton Harbor, Michigan in the amount of \$769,600.

MOTION by Mr. Small, supported by Mr. Bergan, to accept low bid of Pearson Construction Company, Inc., Benton Harbor, Michigan in the amount of \$769,600.

ROLL CALL VOTE: Yeas: Truesdell, Dr. Maysick, Bergan, Tomasini, Dr. Lindley, Small, and Williams

Neas: None

Absent: None

APPROVED

VIII. NEW BUSINESS

Energy Production Baccalaureate Resolution

In one of the final actions of the fall 2012 legislative session, the Senate approved HB 4496, the community college baccalaureate legislation. The bill contained authorization for instructional programs including Concrete Technology, Culinary, Maritime Technology, and Energy Production.

ACTION:

The Administration recommends that the Lake Michigan College Board of Trustees authorize the Administration to proceed in planning for an Energy Production Bachelor's Degree, pending HLC approval.

MOTION by Mr. Bergan, supported by Ms. Truesdell, to authorize the College Administration to proceed in planning for an Energy Production Bachelor's Degree, pending HLC approval.

Roll Call Vote: Yeas: Maysick, Bergan, Lindley, Tomasini, Truesdell, Williams and Small

Neas: None

Absent: None

APPROVED

Professor Emeritus Recommendation

The College's Emeritus status policy is intended to honor retired LMC faculty and/or instructional administrators who have made extraordinary contributions either through exemplary teaching, community outreach, or within their academic discipline. Reserved for those who have earned such a distinction over the course of many years of dedicated service, nominations must reflect especially meritorious and significant accomplishments.

Ms. Judith Buchalski was nominated for Professor Emeritus status by several of her colleagues including Susan Lentz, Sarah Dempsey, Daniel Hendrickson, Fran Miles, Chris Paine, and Gary Roberts.

ACTION

It was recommended that the Lake Michigan College Board of Trustees appoint Ms. Judy Buchalski to the status of Professor Emeritus with all the rights and privileges accompanying such an appointment.

MOTION by Mr. Bergan, supported by Ms. Tomasini, to authorize the College Administration to appoint Ms. Judy Buchalski to the status of Professor Emeritus with all the rights and privileges accompanying such an appointment.

Roll Call Vote: Yeas: Maysick, Bergan, Lindley, Tomasini, Truesdell, Williams and Small

Neas: None

Absent: None

APPROVED

Reimbursement Resolution

This resolution is intended to allow the College to be reimbursed for capital expenditures that have occurred prior to the financing of the project. In effect, for those projects that have been Board-approved, expenditures may be made in advance of receipt of the proceeds from financing; this resolution allows the College to include those monies already spent in eligible project costs.

ACTION:

It was recommended that the Lake Michigan College Board of Trustees approve the following Reimbursement Resolution, as presented.

**Board of Trustees
Lake Michigan College**

**DECLARATION OF OFFICIAL INTENT TO REIMBURSE
EXPENDITURES WITH PROCEEDS OF TAX-EXEMPT DEBT**

A RESOLUTION TO APPROVE:

- Statement of Intent to reimburse expenditures with proceeds of bonds required by IRS regulations for tax exempt bonds.

WHEREAS, Lake Michigan College (the “College”) is a community college district organized on December 15, 1964, and operating under Act 331, Public Acts of Michigan, 1966, as amended (“Act 331”); and

WHEREAS, Section 122(b) of Act 331 authorizes the board of a community college district, subject to the provisions of the Revised Municipal Finance Act, Act 34, Public Acts of Michigan, 2001, as amended (“Act 34”), to issue bonds to pay for various capital improvements to be made or acquired for community college facilities; and

WHEREAS, the College is considering various capital improvements, including but not limited to the following: (a) replacement of the roof on the Mendel Center, (b) remodeling and re-equipping of the amphitheater into a centralized Student Gathering Space, (c) replacement of the E-Wing and L-Wing roofing on the Napier Academic Building, repair of the C-Wing brick overhang, and replacement of penthouse siding, (d) renovation of the Bertrand Crossing Campus building including dental classroom upgrades, (e) renovation of the restrooms in the Napier Academic Building D Wing, and (f) construction of student housing on the Napier Avenue Campus (collectively, the “Capital Improvements”); and

WHEREAS, the Internal Revenue Service has issued Treasury Regulation §1.150-2 pursuant to the Internal Revenue Code of 1986, as amended (the “Reimbursement Regulations”), governing proceeds of debt used for reimbursement, pursuant to which the College must declare official intent to reimburse expenditures with proceeds of debt in order for interest on the debt to be tax-exempt.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The College hereby makes the following declaration of intent for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

(a) The College reasonably expects to reimburse itself for the expenditures described in (b) below with proceeds of debt to be incurred by the College.

(b) The expenditures described in this paragraph (b) are to pay certain costs associated with the Capital Improvements which were or will be paid subsequent to sixty (60) days prior to the date hereof or which will be paid prior to the issuance of the debt from the general funds or capital fund of the College.

(c) As of the date hereof, the maximum principal amount of debt expected to be issued for reimbursement purposes, including reimbursement of debt issuance costs, is \$13,200,000, which debt may be issued in one or more series and/or together with debt for other purposes.

(d) A reimbursement allocation of the expenditures described in paragraph (b) above with the proceeds of the borrowing described herein will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Capital Improvements are placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the College’s use of the proceeds of the debt to be issued for the Capital Improvements to reimburse the College for a capital expenditure made pursuant to this Resolution.

(e) The expenditures for the Capital Improvements are “capital expenditures” as defined in Treas. Reg. § 1.150-1(b), which are any costs of a type which are properly chargeable to a capital account (or would be so chargeable with a proper election or with the application of the definition of “placed in service” under Treas. Reg. § 1.150-2(c)) under general Federal income tax principles (as determined at the time the expenditure is paid).

(f) No proceeds of the borrowing paid to the College in reimbursement pursuant to this Resolution will be used in a manner described in Treas. Reg. § 1.150-2(h) with respect to abusive uses of such proceeds, including, but not limited to, using funds corresponding to the proceeds of the borrowing in a manner that results in the creation of replacement proceeds (within Treas. Reg. § 1.148-1) within one year of the reimbursement allocation described in (d) above.

2. This declaration is executed to indicate the intent of the College only, and does not bind the College to acquire any capital improvements or to issue any bonds or other debt obligations of the College with respect thereto.

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

be modified by the provisions of Section 31 of the Constitution of the State of Michigan (Headlee Amendment). The hearing is to be immediately followed by the regular meeting of the Board of Trustees.

ACTION

It was recommended that the public hearing on the proposed 2013-2014 Lake Michigan College operating budget be set for 6:00 p.m. on Tuesday, June 25, 2013, at the Lake Michigan College Mendel Center on Napier Avenue, Benton Harbor.

MOTION by Mr. Small, supported by Ms. Truesdell, to set the date for the public hearing on the proposed 2013-2014 Lake Michigan College operating budget for 6:00 p.m. on Tuesday, June 25, 2013, at the Lake Michigan College Mendel Center on Napier Avenue, Benton Harbor.

ROLL CALL VOTE:	Yeas:	Maysick, Bergan, Lindley, Tomasini, Truesdell, Williams, Small
	Neas:	None
	Absent:	None

APPROVED

IX. MISCELLANEOUS

X. ADJOURNMENT

MOTION by Mr. Bergan, supported by Dr. Maysick, to adjourn the Regular Meeting of the Lake Michigan College Board of Trustees at 6:40 p.m.

VOICE VOTE

APPROVED

/rls

A. PRESIDENT'S REPORT

Faculty Appointment

Sean Newmiller was appointed Instructor, English and Transitional Studies on March 4, 2013. Sean has a Master's degree in English Studies and Communication from Valparaiso University and has served the College as an English Adjunct since September 2011. Instructor **Newmiller** will be introduced to the Board at tonight's meeting.

Bertrand Crossing Campus Update

Lake Michigan College at Bertrand Crossing opened its doors to students for the first time Fall 1998, introducing new educational and training opportunities to thousands of residents of Southwestern Michigan and Northern Indiana. Executive Dean, Bertrand Crossing Campus **Barbara Craig** will provide an update at tonight's meeting.

New Science Labs Tour

The College has completed the first phase of the Bertrand Crossing Science and Classroom Renovation project. Space formerly used by technology has been renovated to new state of the art Biology and Chemistry labs using our Title III design model. In addition to the labs a Prep and Supply room and Student Study space are included in the project. Tonight, **Dr. Paige Eagan, Frank Stijnman** and **Lee Van Ginhoven** will conduct a tour of the newly completed spaces at the conclusion of the Board meeting.

President's Brunch

The President's Brunch this year included additional special guests. Thirteen Early College Academy students from Bertrand Crossing were honored for their achievement of graduating from Lake Michigan College; many of them with honors a month before receiving their high school diploma.

Brenten Bunde Shau-- Brandywine
Caitlyn Cummins -- Brandywine
Alissa Gamble -- Brandywine
Magdalena Hildebrandt -- Buchanan
Sarah Lighthart -- Niles
Kelsey Miltenberger -- Niles
Patience Newman -- Brandywine
Taylor Sokoloskis-- Buchanan
Mariah Srmek -- Brandywine
Lukas Strang -- Niles
Victoria Toney -- Niles
Kyle Zelmer -- Buchanan
Joseph Lindamood Buchanan

Also attending were high school superintendents: *Dr. Andrea van der Laan*; Buchanan, *Dr. John Jarpe*, Brandywine and *Dr. Richard Weigel*; Niles along with Buchanan principal *Sharon Steinke* and Guidance Counselor *Sonia Barlow*.

2013 Commencement

Five hundred and thirty three graduates received degrees in thirty four areas of study and in nine certificate programs representing our largest graduating class. Included in commencement this year were thirteen Early College Academy students from our Bertrand Crossing campus, who both graduated with their high school diploma, and also with degrees and certificates from Lake Michigan College. LMC graduating student, *Kendall Walker* performed the National Anthem and later in the ceremony performed a duet with LMC graduating student and Commencement speaker *Cindy Lupiya*. Her commencement address was titled *Lake Michigan College: The Jump Start to my Dreams*.

Over the past year, Lake Michigan College students recorded life at LMC, which was a compilation of video clips of events, sport venues, and the diversity of life found on our campuses. This video clip was shown during Commencement.

In addition to LMC's graduating students, the following award recipients were also recognized:

- ◆ *Brian Doak*, Alumni Achievement Award
- ◆ *Colleen Cullitan*, Alumni Service Award
- ◆ *Becky Kliss*, Clarence Beckwith Distinguished Alumni Award
- ◆ *Robert Schodorf*, Bernard C. Radde Award
- ◆ *Merlin Hanson*, Honorary Associate Degree in Skilled Trades Technology-Toolmaker

Our thanks go to the Commencement Committee especially ***Pam McVay, Hannah Aubin and Rebecca Steffen***. Additionally, recognition goes to LMC's staff and representatives of Mendel Center Operations, Facilities Management and the Upton Telecommunications Center for the superb graduation preparations.

