



LAKE MICHIGAN[®]
C O L L E G E

BOARD OF TRUSTEES

Materials for Regular Meeting

M-TECSM Campus

December 9, 2014

Submitted to Board of Trustees

by

Dr. Robert Harrison

AGENDA
LAKE MICHIGAN COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
M-TECSM Campus
December 9, 2014
6:00 p.m.

- I. Call to Order
- II. Roll Call
- III. Setting of the Agenda
- IV. Minutes of the October 21, 2014 Regular Board Meeting
- V. Petitions and Communications from the Floor
- VI. President's Reports**
 - A. President's Update..... Dr. Robert Harrison
Presentations
 - 1. FY '14 Financial and Grant Audits..... Ms. Kelli Hahn, Rehmann Robson
 - 2. M-TECSM Update...Mr. Ken Flowers, Ms. Leslie Kellogg, Ms. Debbie Gillespie, Kevin Kreitner
 - 3. Nursing Instructor and Health Sciences Director Introductions
 - B. Financial Services ReportMs. Hahn
 - C. Academic Services ReportMr. Christopher Spradlin, Ms. Kellogg
 - D. Student Services Report Dr. Clint Gabbard
- VII. New Business**
 - A. FY '14 Financial Statement and Grant Activity Audits.....Ms. Hahn
 - B. Mechatronics Level 1 Certificate and Associate in Applied Science Adoption
.....Ms. Kellogg, Mr. Spradlin
 - C. General Associate in Applied Science.....Ms. Kellogg, Mr. Spradlin
 - D. Election of Officers Special Board Meeting..... Dr. Harrison
- VIII. Miscellaneous
- IX. Adjournment

Lake Michigan College
Board of Trustees
Minutes of the Regular Meeting
October 21, 2014

I. **CALL TO ORDER**

Chair Maysick called the Regular Meeting of the Lake Michigan College Board of Trustees to order at 6:01 p.m. The meeting opened with the Pledge of Allegiance.

II. **ROLL CALL**

Present: Dr. Maysick, Dr. Lindley, Ms. Truesdell, Mr. Small, Ms. Tomasini, Ms. Johnson, Mr. Bergan,
Absent:

III. **SETTING OF THE AGENDA**

Item E Mendel Center Winterization Construction Bid was added to tonight's agenda.

IV. **APPROVAL OF MINUTES**

The minutes of the September 23, 2014 Regular Board Meeting were approved as presented.

V. **PETITIONS AND COMMUNICATIONS FROM THE FLOOR**

VI. **PRESIDENT'S REPORT**

FINANCE REPORT

Ms. Kelli Hahn presented the finance report for September 30, 2014.

ACADEMIC SERVICES REPORT

Ms. Kellogg reported on the October 3 Manufacturing Day held at Mach Mold. Vendors, legislators and over 500 students were in attendance.

Mr. Spradlin gave an overview of the MichMATYC (Michigan section of Mathematical Association of Two Year Colleges) event held on October 3-4 at the Lake Michigan College Mendel Center.

STUDENT SERVICES REPORT

Dr. Gabbard reported on Fall registration data for Early College. There are 1,118 students registered for Early College this fall.

He also reported on the men's and women's soccer teams. The men are in the NJCAA tournament with a record of 5-3-1 in the conference. The women are in a tougher league and will need to win two out of three games to make the playoffs.

Mr. Bergan commented that the Early College program sends a great message to the community as the College moves forward.

Canvas Presentation

Mr. Kelly and Mr. Brown gave a presentation on the College's Learning Management System, Canvas at tonight's meeting

NEW BUSINESS

A. 2015 Staff Health Benefits Renewal

The 2015 staff health benefits renewal for College staff was administered by Ballard Benefit Works, Inc. The following are recommended for implementation January 1, 2015:

- Medical Plan – BCBSM Self-Funded (Full-time Staff) – Simply Blue Plan
- Dental – BCBSM Self-Funded (Full-time Staff)
- Vision – Guardian Self-Funded (Full-time Staff)
- Life & LTD Vendor – CIGNA (Full-time Staff)
- Voluntary Benefits – CIGNA (Full-time Staff) – Plan Options include Employee Life/AD&D, Spouse Life, and Child Life
- Flex Spending Accounts – BASIC (Full-time Staff)
- Worksite Benefits – UNUM (All Regular Employees) – Plan Options include Critical Illness, Accident and Whole Life
- LegalShield – (All Full-time Employees) -- Optional Legal and Identity Theft Protection

ACTION:

It was recommended that the Lake Michigan College Board of Trustees approve the 2015 Staff Health Benefits Renewal Proposal, as presented.

MOTION by, Dr. Lindley with support by Mr. Bergan to approve the 2015 Staff Health Benefits Renewal Proposal, as presented

ROLL CALL VOTE

Yeas: Dr. Maysick, Ms. Truesdell, Mr. Small, Mr. Bergan,
Ms. Johnson, Ms. Tomasini, Dr. Lindley

Neas: None

Absent:

APPROVED

B. Public Act 152 Recommendation

PA 152 limits the public employer's expenditures for employee medical benefit plans. The Act was signed into law on September 27, 2011, and took immediate effect.

ACTION:

It was recommended that the Lake Michigan College Board of Trustees approve the "80/20" method for faculty and staff for compliance with Public Act 152, as presented.

MOTION by Mr. Bergan with support by Ms. Tomasini to approve the "80/20" method for faculty and staff for compliance with Public Act 152, as presented.

ROLL CALL VOTE

Yeas: Dr. Maysick, Ms. Truesdell, Mr. Small, Mr. Bergan,
Ms. Johnson, Ms. Tomasini, Dr. Lindley

Neas: None

Absent:

APPROVED

FY '16 Capital Outlay Grant Proposal

Title: State of Michigan Capital Outlay Grant Request \$16,954,646

Source: State of Michigan

Officer: Anne E. Erdman

Date: Fiscal Year 2016

Match: Grant is a 50/50 match between the College and State of Michigan

Summary: If approved the grant will support the following projects:

- HVAC Upgrade (Boilers, Chiller, Air Handling Units) \$4,337,402
- Classroom Improvements, Including Ceiling and Lighting 2,496,761
- Full-time and Adjunct Faculty Service Center 363,359
- Academic Classroom Renewal 295,734
- Learning Resource Center Renovation 2,062,398
- Lecture Hall Wing Renovation/Student Success Center 5,463,598
- Renovate Remaining Napier Academic Restrooms 1,935,394

ACTION:

It was recommended that the Lake Michigan College Board of Trustees approve the submission of the FY' 16 Capital Outlay Grant Request, as proposed.

MOTION by Ms. Truesdell with support by Mr. Bergan to approve the submission of the FY' 16 Capital Outlay Grant Request, as proposed.

ROLL CALL VOTE

Yeas: Dr. Maysick, Ms. Truesdell, Mr. Small, Mr. Bergan,
Ms. Johnson, Ms. Tomasini, Dr. Lindley

Neas: None

Absent:

APPROVED

New Instructional Programs

Two new programs are being presented to the Lake Michigan College Board of Trustees for approval. The programs are:

- Welding Level I Certificate
- Welding Production Technology AAS

Each of these new programs has been developed by LMC faculty, approved by the respective Departments and Division Curriculum Committees, and then approved unanimously by the College Curriculum Committee. The College Curriculum Committee recommends the Welding Level I Certificate and Welding Production Technology AAS program for approval by the Lake Michigan College Board of Trustees.

ACTION

It was recommended that the Lake Michigan College Board of Trustees approve the Welding Level I Certificate and Welding Production Technology AAS program as presented.

Lake Michigan College

WELDING

CERTIFICATE PROPOSAL

I. PROGRAM INFORMATION

A. Welding Production Technology Level 1 Certificate

B. Program Sequence.

a.	WELD 101, Fabrication I	2
b.	WELD 102, SMAW (Shielded Metal Arc Welding) I	2
c.	WELD 103, GMAW (Gas Metal Arc Welding) I	2
d.	WELD 104, Welding Blueprint Reading & Symbols	2
e.	WELD 105, Welding Fabrication 1	2
f.	WELD 106, Welding Metallurgy	2
g.	WELD 202, GTAW(Gas Tungsten Arc Welding) Welding	2
h.	MACH 110, Machine Tool I	3

TOTAL 17 hrs.

II. EVIDENCE OF NEED

Area employees and employers have requested certificate programs that prepare students for entry into the labor market and entry level employment. This Level 1 Certificate is a lattice into the Welding Production Technology Degree, General Technologies Associate Degree, and the Skilled Trades Technology Degree. This lattice style certificate program is a deliverable for the TAACCCT grant.

III. RELATIONSHIP WITH EXISTING PROGRAMS AND/OR CERTIFICATES

This latticed certificate will be a pathway into the **Welding Production Technology Degree**, the **General Technologies Associate Degree**, and the **Skilled Trades Technology Associate Degree** (must be a Registered Apprentice with the Department of Labor) by satisfying several of the Major requirements.

IV. RESOURCES

A. Additional Faculty Required
Additional adjunct faculty/overload will be hired as needed.

B. Projected Student Enrollment
100 - 150 students over the next three years.

Lake Michigan College

NEW PROGRAM PROPOSAL

WELDING PRODUCTION TECHNOLOGY

I. PROGRAM INFORMATION

- A. Welding Production Technology
- B. Program Sequence *See attached.*

II. EVIDENCE OF NEED

Welding has grown significantly over the long term because of advances that have allowed it to replace other joining technologies in many applications. Thus, demand for welders is increasing in the construction, manufacturing, and utilities industries. Despite overall employment declines in the manufacturing industry, the outlook for welders in manufacturing is far stronger than for other occupations. Retirements and job growth in the oil and gas and other industries are expected to create excellent opportunities for welders. Welding schools report that graduates have little difficulty finding work, and some welding employers report difficulty finding trained welders. The development of this new program is also part of the TAACCCT deliverables.

III. IMPACT ON EXISTING PROGRAMS AND/OR COURSES

The Welding Production Technology program is a new program. The program will have a strong marriage to other advanced manufacturing programs already in progress. The Welding program will help to strengthen the current Energy and future alternative energy programs.

IV. TRANSFERABILITY/ARTICULATION

The course work in this program will allow students the opportunity to take third party welding certification assessments. The curriculum mirrors national recognized Hobart Welding Institute.

V. RESOURCES

- A. Available Equipment
Lake Michigan College has the current equipment necessary for the course.
- B. Additional Required Equipment
Additional expenses will be incurred due to additional material and perishable items used.
- C. Facilities: Lake Michigan College has capable facilities.

Lake Michigan College

NEW PROGRAM/DISCIPLINE COURSE SEQUENCE

Associate in Applied Science Welding Production Technology

DISC. / NO. / NAME	CRED HRS./ CONT. HRS
College Requirements	
English 101, English Composition.....	3
English 102, English Composition, or English 103, Report Writing.....	3
Political Science 101, National Government, or Political Science 102, State Governments, or History 201, American History to 1865, or History 202, American History 1865 to Present.....	3
Physical Education 200, Healthful Living, or Physical Education 212, Health and Fitness, or Physical Education 214, Personal Health.....	1 or 3
Outcomes Assessment Test must be completed prior to graduation.	
Support Courses	
Mathematics 122, Intermediate Algebra.....	4
Mathematics 128, Pre-Calculus Algebra.....	4
Physics 110, Technical Physics.....	4
Trade Related Instruction 138, Industrial Safety.....	1
Group III Humanities (Not including: COMM 101, FORL 123, FORL 124).....	3
Major Courses	
28 hours of credit courses from the industrial technology areas are required. These courses should be part of a planned program of study as designed by the advisor to meet your interests and your employer's needs.	
Welding Production Technology 101, Fabrication I	2
Welding Production Technology 102, SMAW I	2
Welding Production Technology 103, GMAW I	2
Welding Production Technology 104, Welding BPR & Symbols	2
Welding Production Technology 105, Welding Fabrication 1	2
Welding Production Technology 106, Welding Metallurgy	2
Welding Production Technology 200, Welding Fabrication II	2
Welding Production Technology 201, GMAW Welding II	2
Welding Production Technology 202, GTAW Welding	2
Welding Production Technology 203, GMAW Welding Production	2
Welding Production Technology 204, SMAW Welding Production	1
Welding Production Technology 205, GTAW Welding Production	1
Machine Tool Technology 110, Machine Tool I	3
Manufacturing 111, Manufacturing Processes I	3

Electives	
Electives (Select 7 credit hours)	
Machine Tool Technology 120, Machine Tool II	3
Manufacturing 112, Manufacturing Processes	4
Trade Related Instruction 134, Metallurgy and Heat Treatment	3
TOTAL CREDIT HOURS	61/63

CCC Approved 9/25/14

MOTION by Mr. Bergan with support by Dr. Lindley to approve the Welding Level I Certificate and Welding Production Technology AAS program as presented.

ROLL CALL VOTE

Yeas: Dr. Maysick, Ms. Truesdell, Mr. Small, Mr. Bergan, Ms. Johnson, Ms. Tomasini, Dr. Lindley

Neas: None

Absent:

APPROVED

Mendel Center Winterization Construction Bid

During Winter 2013/2014, the Mendel Center suffered freezing damage to fire protection and heating/cooling system infrastructure. Due to the extreme weather conditions, the replacement/repairs associated with this damage were covered by the College's insurance coverage. It is however imperative that the College implement modifications to building systems to preclude a recurrence.

In February 2014, a multi-disciplinary taskforce comprised of engineers, architects, controls specialists, electricians and College staff reviewed Mendel Center operations from the standpoint of the building's ability to withstand extreme cold weather. The taskforce developed a set of recommended actions from which long-range and short-range plans were developed.

At its August 2014 meeting, the Lake Michigan College Board of Trustees approved an additional capital allocation of \$330,000 to fund critical weatherization needs at the Mendel Center. The budget for those items included within the scope of this project is \$238,800. The remaining needs will be implemented separately.

Progressive Architecture and Engineering, Grand Rapids, Michigan has completed the design of the Mendel Center Winterization project and has administered project bids. Bid documents were made available at the area plan houses and bidding was advertised in the local papers including the Herald Palladium, Grand Rapids Press, Kalamazoo Gazette and the Niles Daily Star.

The following are the results of the four bid packages:

Andy J. Egan Company, Inc. Grand Rapids, Michigan	\$190,758.
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D. A. Dodd, Inc. Rolling Prairie, Indiana	\$161,160.
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ACTION:

The College Administration recommends that the Lake Michigan College Board of Trustees accept the low bid of D. A. Dodd, Inc., Rolling Prairie, Indiana in the amount of \$161,160.

MOTION by Dr. Lindley with support by Mr. Bergan to accept the low bid of D. A. Dodd, Inc., Rolling Prairie, Indiana in the amount of \$161,160.

ROLL CALL VOTE

Yeas: Dr. Maysick, Ms. Truesdell, Mr. Small, Mr. Bergan,
Ms. Johnson, Ms. Tomasini, Dr. Lindley

Neas: None

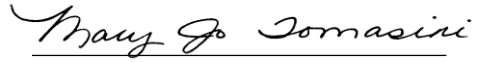
Absent:

APPROVED

ADJOURNMENT

MOTION by Mr. Bergan, supported by Mr. Small, to adjourn the Regular Meeting of the Lake Michigan College Board of Trustees at 6:39 p.m.





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Minutes
SPECIAL MEETING
Lake Michigan College
Napier Avenue Campus
Room A-314
November 11, 2014

Call to Order

Chair Maysick called the Special Meeting of the Lake Michigan College Board of Trustees to order at 10:33 a.m.

Roll Call

Present: Dr. Maysick, Ms. Truesdell, Mr. Small, Ms. Tomasini, Ms. Johnson, Mr. Bergan
Absent: Dr. Lindley

Petitions and Communications from the Floor

None

New Business

M-TECSM and the Proposed Manufacturing and Technology Center

Resolution Regarding M-TECSM and the Proposed Manufacturing and Technology Center

Lake Michigan College was awarded \$579,000 from the Economic Development Administration (EDA) of the Federal Government as partial funding of the M-TEC in 1999. With the most recent interest in establishing a manufacturing and technology building on the Napier Campus, it is necessary to obtain a release of real property interest from the EDA. The EDA has communicated the process needed to be followed to obtain the release of real property interest.

Several other motions are also presented for Board action which will allow Administration to proceed with planning of the Manufacturing and Technology building in the event that a sale of the M-TEC takes place.

IMMEDIATE ACTIONS:

- A) Authorize Administration to proceed with the steps necessary to obtain the release of the Economic Development Administration's real property interest in M-TECSM**

MOTION by Mr. Bergan with support by Ms. Tomasini to authorize Administration to proceed with the steps necessary to obtain the release of the Economic Development Administration's real property interest in M-TECSM

ROLL CALL VOTE

Yeas: Dr. Maysick, Ms. Truesdell,
Mr. Small, Mr. Bergan, Ms.
Johnson, Ms. Tomasini

Neas: None

Absent: Dr. Lindley

APPROVED

B) Authorize Administration to proceed with negotiations for the sale of M-TECSM

MOTION by Mr. Bergan with support by Mr. Small to Authorize Administration to proceed with negotiations for the sale of M-TECSM

ROLL CALL VOTE

Yeas: Dr. Maysick, Ms. Truesdell,
Mr. Small, Mr. Bergan, Ms.
Johnson, Ms. Tomasini

Neas: None

Absent: Dr. Lindley

APPROVED

C) Authorize Administration to proceed with an application to the Michigan Economic Development Corporation for the Community College Skilled Trades Equipment Program

MOTION by Mr. Bergan with support by Mr. Small to proceed with an application to the Michigan Economic Development Corporation for the Community College Skilled Trades Equipment Program

ROLL CALL VOTE

Yeas:	Dr. Maysick, Ms. Truesdell, Mr. Small, Mr. Bergan, Ms. Johnson, Ms. Tomasini
Neas:	None
Absent:	Dr. Lindley

APPROVED

ACTIONS IN THE EVENT THAT A SALE OF M-TECSM TAKES PLACE.

A) Authorize Administration to proceed with site preparation for the proposed manufacturing and technology center

MOTION by Ms. Truesdell with support by Ms. Tomasini to proceed with site preparation for the proposed manufacturing and technology center

ROLL CALL VOTE

Yeas:	Dr. Maysick, Ms. Truesdell, Mr. Small, Mr. Bergan, Ms. Johnson, Ms. Tomasini
Neas:	None
Absent:	Dr. Lindley

APPROVED

B) Authorize Administration to proceed with the design of the proposed manufacturing and technology center

MOTION by Ms. Tomasini with support by Mr. Bergan to proceed with the design of the proposed manufacturing and technology center

ROLL CALL VOTE

Yeas:	Dr. Maysick, Ms. Truesdell, Mr. Small, Mr. Bergan, Ms. Johnson, Ms. Tomasini
Neas:	None
Absent:	Dr. Lindley

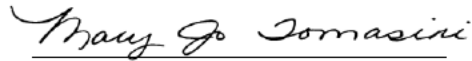
APPROVED

ADJOURNMENT

MOTION by Ms. Tomasini, supported by Mr. Bergan, to adjourn the Special Meeting of the Lake Michigan College Board of Trustees at 10:54 a.m.



David Maysick
Board of Trustee Chair



Mary Jo Tomasini
Board of Trustee Secretary

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1. **PRESIDENT'S REPORT**

M-TECSM Update

Vice President of Instruction, Career Education and Workforce Development *Leslie Kellogg*; Interim Dean, Career Education and Workforce Development *Ken Flowers*; and Director of Career Pathways and Community Education *Debbie Gillespie* will provide an update of M-TECSM and their program activities at tonight's meeting.

Nursing Instructor and Health Sciences Director

Ms. Leslie Kellogg will introduce Health Sciences Director *Marla Clark*, and Nursing Instructor *Dana Jenkins* at tonight's meeting.

Marla joined LMC as director of health sciences on November 3. She brings nine years of experience as director of allied health at Jackson Community College (JCC). While at JCC, Marla increased the offerings of health programs by 58%, providing many health pathways for students to consider. Marla earned a Bachelor of Business Administration from Adrian College and a Master of Arts in Organizational Leadership from Siena Heights University, Adrian.

Dana joined LMC on October 28 as a full-time nursing instructor. She received her Master's in Nursing Education from Valparaiso University in Valparaiso, Indiana. Dana is currently working on the completion of her Doctorate of Nursing Practice (DNP), also from Valparaiso University, and is scheduled to graduate in May 2015. She joins us after most recently working as a registered nurse in Labor and Delivery at Borgess Medical Center, Kalamazoo.

2015 Lake Michigan College Board Election Results

The results of the 2015 Lake Michigan College Board election are in. Congratulations to Ms. Mary Jo Tomasini, Ms. Debra Johnson, and Mr. Paul Bergan for their re-election to the LMC Board. Dr. David Maysick, Ms. Judy Truesdell, Mr. Stephen Small, and Dr. Michael Lindley continue their term on the Board.

Grape Picking

On October 24, faculty and staff volunteered to help pick grapes for Lake Michigan College's inaugural batch of wine. The weather was perfect with a total of 1.8 tons of fruit harvested.



Grape Crush

On October 25, staff, friends, and spouses reduced the 1.8 tons of grapes into enough juice to produce 100 to 120 cases of Riesling wine.



