

**ST. CLAIR COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**
Minutes of Regular Meeting Held December 13, 2012

CALL TO ORDER:

Chairman Adair called the Regular Meeting to order at 4:30 p.m.

AT ROLL CALL:

Members Present

at Roll Call: Denise Brooks, Dianna Maxwell, John Adair, David Oppliger

Members Absent

at Roll Call: Robert Tansky, Edward Schultz, Nicholas DeGrazia

Also Present: Dr. Pollock; Denise McNeil - *presenter*

AGENDA ADOPTION:

It was moved by Ms. Maxwell, seconded by Ms. Brooks, to adopt the agenda as presented.

Motion carried: 4-0

*****TRUSTEE ARRIVAL:** Mr. Tansky entered the meeting at 4:33 p.m.

APPROVAL OF MINUTES:

It was moved by Ms. Brooks, seconded by Ms. Maxwell, to approve the minutes of the Regular Meeting held November 8, 2012, as printed and circulated.

Motion carried: 5-0

FINANCIAL REPORTS:

Chairman Adair acknowledged that the financial report for the month of November 2012 had been provided to Trustees.

COMMUNICATIONS & PETITIONS: N/A

REPORT AND RECOMMENDATIONS OF THE PRESIDENT OF THE COLLEGE

1. INFORMATIONAL ITEMS & PRESENTATIONS

- a. STEM Institute Update: *Denise McNeil - presenter*

2. ACTION ITEMS:

Acceptance of Gifts

It was moved by Ms. Brooks, seconded by Ms. Maxwell, to accept the following gifts and direct that a letter of appreciation be prepared for each of the donors.

1. \$200 from Henry Skalnek of Clinton Township, MI for Innovation Center artwork;
2. \$400 from Frank and Roberta Helsom of Fort Lauderdale, FL for Innovation Center artwork;
3. \$1,000 from Marysville Public Schools of Marysville, MI for athletics – volleyball;
4. \$3,066.62 from Celeste and Joseph Skalnek of St. Clair, MI for Innovation Center artwork.

Motion carried: 5-0

Minutes of Regular Meeting December 13, 2012
Page 2.

Approval of December Graduates

It was moved by Ms. Brooks, seconded by Mr. Oppliger, to approve the attached list of prospective candidates who have applied for December graduation contingent upon certification of their completion of all requirements for graduation.

Motion carried: 5-0

Consideration of MAHE Contract

It was moved by Mr. Tansky, seconded by Ms. Brooks, to approve the MAHE contract as presented.

Motion carried: 5-0

2013 Meeting/Retreat Schedule

It was moved by Mr. Tansky, seconded by Ms. Brooks, to establish the Board’s 2013 annual meeting/retreat schedule as follows:

Regular Meetings: to be held in M-TEC 150 beginning at 4:30 pm	Retreats: to be held in the Alumni Room beginning at 8:30 am or 12:30 pm.
January 10, 2013 (<i>Organizational meeting to be held at 4:30 pm; regular meeting to follow</i>)	Retreat I – Friday, February 1, 2013
February 21, 2013 (<i>Moved to third Thursday due to ACCT Legislative Conference</i>)	Retreat II – Friday, May 17, 2013
March 21, 2013 (<i>Moved to third Thursday due to SC4 spring break schedule</i>)	Retreat III – Friday, August 16, 2013
April 11, 2013	Retreat IV – Friday, November 1, 2013 (<i>Annual planning session to review the mission and Ends policies of the College, budget parameters, review and adjust monitoring criteria, and develop subjects for Board discussion and action during the following year. Excerpt from BOT Governance Manual</i>)
May 9, 2013	
June 13, 2013	
July 11, 2013	
August 8, 2013	
September 12, 2013	
October 10, 2013	
November 14, 2013	
December 12, 2013	

Motion carried: 5-0

OLD BUSINESS:

MCCA Summer Workshop Invoice

It was moved by Ms. Maxwell, seconded by Ms. Brooks, to waive Board policy 2.22 for the purpose of exempting Mr. Schultz from paying the guest invoice bill from the MCCA Summer Workshop.

Roll Call Vote: Maxwell – Yes; Oppliger – Abstained; Adair – No; Brooks – No; Tansky – No.
Motion failed: 1-3-1

It was moved by Ms. Maxwell, seconded by Mr. Tansky, to authorize payment from the Board of Trustees' travel account in order to pay MCCA an amount of \$350 for Mr. Schultz' guest invoice bill from the MCCA Summer Workshop.

Motion carried: 5-0

STAFF CHANGES:

ESP Appointments

It was moved by Ms. Brooks, seconded by Mr. Tansky, to appoint the following:

- Shawne Lindgren to the ESP position of Secretary, Achievement Center, effective December 10, 2012.
- Pauline Schwanitz to the ESP position of Secretary, Workforce Development, effective December 10, 2012.

Motion carried: 5-0

MAHE Resignation

It was moved by Ms. Brooks, seconded by Ms. Maxwell, to accept the resignation of Christine Knoblock, Professor of Nursing, with a retirement effective date of January 1, 2013.

Motion carried: 5-0

MAHE Continuing Status Appointment

It was moved by Mr. Tansky, seconded by Ms. Brooks, to approve continuing status for Marie St. James, Instructor of Mathematics, effective with the beginning of the Fall semester, 2012.

Motion carried: 5-0

Career Plan Appointment

It was moved by Ms. Brooks, seconded by Ms. Maxwell, to appoint Mark Pauly to the position of Coordinator of Physical Plant and Purchasing Agent at the Career Plan Pay Band T, effective January 2, 2013.

Motion carried: 5-0

Minutes of Regular Meeting December 13, 2012

Page 4.

TRUSTEE REPORTS:

In recognition of her last meeting on the Board, Ms. Maxwell shared her personal comments about serving 7.5 years as Trustee.

ADJOURNMENT:

It was moved by Ms. Maxwell, seconded by Ms. Brooks, to adjourn the meeting at 5:03 pm.

Motion carried: 5-0

Respectfully submitted,

Certified by,

Mary L. Hawtin
Board Secretary

John D. Adair
Chair

Graduation Candidates
December 2012

<u>First Name</u>	<u>Last Name</u>	<u>Credential</u>
Kimberly	Kestner	AAS Accounting
Heather	Langolf	AAS Accounting
Alisha	Dorsey	AAS Administrative Executive Assistant
Rachelle	Lamberson	AAS Administrative Executive Assistant
Sonia	Goodman	AAS Administrative Executive Assistant
Janet	Brennan	AAS Administrative Executive Assistant
Linda	Brozowski	AAS Administrative Medical Assistant
Amanda	Settle	AAS Administrative Medical Assistant
Julie	Fleming	AAS Administrative Medical Assistant
Chelsea	Innis	AAS Administrative Medical Assistant
Robin	Hinkle	AAS Administrative Medical Assistant
Suzanne	Maul	AAS Administrative Medical Assistant
Rick	Faszczewski	AAS Alternative Energy - Architectural Design/Green Building
Aaron	Kennedy	AAS Computer Information Systems - Applications
Edward	Wajer	AAS Computer Information Systems - Networking
Andrew	Hopp	AAS Computer Information Systems - Networking
Kiel	Uyttenhove	AAS Computer Information Systems - Networking
Eric	Zells	AAS Computer Information Systems - Networking
Leslie	Doublestein	AAS Computer Information Systems - Networking
Chris	Uleski	AAS Criminal Justice - Corrections
Jamie	Hamilton	AAS Criminal Justice - Corrections
Albert	Liebetreu	AAS Criminal Justice - Law Enforcement
Zachary	Zerrer	AAS Criminal Justice - Law Enforcement
Bridget	Cadena	AAS Criminal Justice - Law Enforcement
Robert	Bricker	AAS Criminal Justice - Law Enforcement
George	Cottrell	AAS Criminal Justice - Law Enforcement
Brandon	Parrish	AAS Criminal Justice - Law Enforcement
Kyle	Rebenock	AAS Criminal Justice - Law Enforcement
Ashley	Cantlin	AAS Criminal Justice - Law Enforcement
MacKenzie	Bacsikin	AAS Early Childhood Education
Andrea	Rushing	AAS Early Childhood Education
Pangchoua	Hang	AAS Early Childhood Education
Samuel	Kimmel	AAS Electronics & Computer Technology
Melissa	Brown	AAS Engineering Graphics
Tyler	Slyford	AAS Fire Science Technology
Aaron	Okkonen	AAS Fire Science Technology
Ashlee	Heilig	AAS Fire Science Technology
Matthew	Stewart	AAS Fire Science Technology
Alexander	Giacalone	AAS General Business
Audrey	Morningstar	AAS General Business
Shawn	Metdepenningen	AAS General Business
Rebecca	Dado	AAS General Business
Chris	Young	AAS General Business
Julie	Dionne	AAS General Business
Racquel	Dado	AAS General Business
David	Thick	AAS General Business

Graduation Candidates
December 2012

Rena	Perry	AAS General Business
Kimberly	Balk	AAS General Business
Bradley	Fernandes	AAS General Business
Nicholas	Dado	ABT General Business
Kyle	Schwanitz	ABT General Business
Leah	Shuler	ABT General Business
Candice	Carlson	ABT General Business
Bradley	Ward	ABT General Business
Jacoby	Vought	ABT General Business
Terrie	Frasier	ABT General Business
Jillian	Haskins	ABT General Business
Haylee	McKenzie	AGE General Education
Graigory	Rogers	AGE General Education
Jennifer	Francek	AGE General Education
Kelly	Webb	AGE General Education
Dena	Davidson	AGE General Education
Kellie	Clarke	AGE General Education
Jacqueline	Pray-Corkins	AGE General Education
Michelle	Swartz	AGE General Education
Michelle	Hill	AGE General Education
Nolan	Heier	AGE General Education
Stephanie	Lollis	AGE General Education
Jessica	Jack	AGE General Education
Katy	Shepley	AGE General Education
Anthony	Trepiak	AGE General Education
Shannon	Wallace	AGE General Education
Melissa	Brown	AGE General Education
Kathleen	Madaj	AGE General Education
Joy	Heimbuck	AGE General Education
Sherie	Turner	AGE General Education
James	Phillips	AGE General Education
Billie	Davis	AGE General Education
Kara	Collins	AGE General Education
Angel	Brinley	AGE General Education
Erin	Kephart	AGE General Education
Felicia	Spencer	AAT Honors Liberal Arts
Danielle	Moore	AAT Liberal Arts
Kelsey	Schrader	AAT Liberal Arts
Keri	Deering	AAT Liberal Arts
Danielle	Hicks	AAT Liberal Arts
Alyssa	Ravetta	AAT Liberal Arts
Amber	Gibson	AAT Liberal Arts
Ashley	Lusko	AAT Liberal Arts
Kimberly	Schott	AAT Liberal Arts
Alexius	Dunn	AAT Liberal Arts
Kyle	Dominick	AAT Liberal Arts
Colleen	Viger	AAT Liberal Arts

Graduation Candidates

December 2012

Sabrina	Visga	AAT Liberal Arts
Brittney	Verlinden	AAT Liberal Arts
Jennifer	Oden	AAT Liberal Arts
Sarah	Mineau	AAT Liberal Arts
Tracy	Klieman	AAT Liberal Arts
Terence	Foggy	AAT Liberal Arts
Ashley	Moore	AAT Liberal Arts
Tara	Turpin	AAT Liberal Arts
Teddy	Pace	AAT Liberal Arts
Erin	Macy	AAT Liberal Arts
Aleesha	Carnat	AAT Liberal Arts
Amy	Bark	AAT Liberal Arts
Rachell	Robinson	AAT Liberal Arts
Zachary	Meldrum	AAT Liberal Arts
Crystal	Olson	AAT Liberal Arts
Patrick	Willis	AAT Liberal Arts
Laura	Frankowski	AAT Liberal Arts
Amanda	Kibbe	AAT Liberal Arts
Rachel	Pearl	AAT Liberal Arts
Eileen	Blauvelt	AAT Liberal Arts
Kaylie	Graham	AAT Liberal Arts
Lynsey	O'Donnell	AAT Liberal Arts
Stephanie	Reid	AAT Liberal Arts
Angela	Rees	AAT Liberal Arts
Diane	Castle	AAT Liberal Arts
Teresa	Sparling	AAS Management
Danielle	Maison	AAS Management
Kari	Dailer	AAS Management
Meghan	Crowley	AAS Marketing
Nicholas	Richmond	AAS Marketing
Juanita	Jacobs	AAS Marketing
Samuel	Kimmel	AAS Mechatronics
Timothy	Solack	AAS Mechatronics
Wendy	Ladensack	AAS Medical Clinical Assistant
Paul	Cantu	AAS Medical Clinical Assistant
Amanda	Mielke	AAS Medical Clinical Assistant
John	Ellis	AAS Renewable & Alternative Energy Technology
Christopher	Bedker	AAS Renewable & Alternative Energy Technology
Julianne	Wormsbacher	AAS Therapeutic Massage
Cathleen	McNally	AAS Welding/Cutting
Jeffrey	Meldrum	AAS Welding/Cutting
Krystal	Vermeulen	AST Honors Science
Kimberly	Schott	AST Science
Kayla	Finn	AST Science
Shaina	Rayman	AST Science
Emily	Daum	AST Science
Andrew	Butlin	CER Alternative Energy Technology

Graduation Candidates
December 2012

Suzanne	Maul	CER Clerical Specialist
Linda	Brozowski	CER Clerical Specialist
Jerilyn	Belcher	CER Clerical Specialist
Timothy	Solack	CER Electrical/Industrial
Timothy	Solack	CER Electronics & Computer Technology
Gabriella	Martin	CER General Business
Austin	Zawicki	CER General Transfer Studies
Alexander	Allen	CER General Transfer Studies
James	Mertz	CER Licensed Practical Nursing
Karri	Smith	CER Licensed Practical Nursing
Cindy	Starks	CER Licensed Practical Nursing
Merilyn	Tilak	CER Licensed Practical Nursing
Lynn	Kammerer	CER Licensed Practical Nursing
Amanda	Kaltz	CER Licensed Practical Nursing
Ashley	May-Crowley	CER Licensed Practical Nursing
Latisha	Nichols	CER Licensed Practical Nursing
Tracy	Rutkowski	CER Licensed Practical Nursing
Leonard	Milanzi	CER Licensed Practical Nursing
Aleisha	Kerrigan	CER Licensed Practical Nursing
Toni	Tor	CER Licensed Practical Nursing
Heidi	Lang	CER Licensed Practical Nursing
Mary	Docherty	CER Licensed Practical Nursing
Deena	Brooklier	CER Licensed Practical Nursing
Stephanie	Norris	CER Licensed Practical Nursing
Cynthia	Murray	CER Licensed Practical Nursing
Eden	Seller	CER Licensed Practical Nursing
Linda	Parton	CER Licensed Practical Nursing
Shannon	Newlands	CER Licensed Practical Nursing
Teresa	Hillyard	CER Licensed Practical Nursing
Kathryn	Sutherland	CER Licensed Practical Nursing
Amanda	Maher	CER Licensed Practical Nursing
Amanda	Lucia	CER Licensed Practical Nursing
Scott	Barnier	CER Licensed Practical Nursing
Christine	Mitrak	CER Licensed Practical Nursing
Amber	Pringle	CER Licensed Practical Nursing
Elizabeth	Thompson	CER Licensed Practical Nursing
Nicole	Rutherford	CER Licensed Practical Nursing
Tarryn	Bennett	CER Licensed Practical Nursing
Samantha	Auten	CER Licensed Practical Nursing
Destani	Blatt	CER Licensed Practical Nursing
Jennifer	Pauly	CER Licensed Practical Nursing
Michelle	Trudeau	CER Licensed Practical Nursing
Kelly	Wakeham	CER Licensed Practical Nursing
Miriana	Ivezaj	CER Licensed Practical Nursing
William	Rogers	CER Licensed Practical Nursing
Lori	Glassford	CER Licensed Practical Nursing
Jaclyn	Lubanski	CER Licensed Practical Nursing

Graduation Candidates

December 2012

Dinal	Good	CER Licensed Practical Nursing
Kelly	DeBlock	CER Licensed Practical Nursing
Shawn	Wernert	CER Licensed Practical Nursing
Ashley	Miller	CER Licensed Practical Nursing
Kay	Johnson	CER Licensed Practical Nursing
Kris	Bruning	CER Licensed Practical Nursing
Deana	Geremesz	CER Licensed Practical Nursing
Elaine	Welsh	CER Licensed Practical Nursing
Elaine	Collin	CER Licensed Practical Nursing
Brittney	Reis	CER Licensed Practical Nursing
Lauren	Seigel	CER Licensed Practical Nursing
Elizabeth	Duceatt	CER Licensed Practical Nursing
Jennifer	Jager	CER Licensed Practical Nursing
Christine	Vinokurow	CER Licensed Practical Nursing
Kelly	Colling	CER Licensed Practical Nursing
Adrian	Hayes	CER Licensed Practical Nursing
Kristi	Kilbourne	CER Licensed Practical Nursing