

**ST. CLAIR COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
Minutes of Regular Meeting Held August 11, 2016**

**CALL TO ORDER:**

Chairman DeGrazia called the Regular Meeting to order at 4:30 pm.

**ROLL CALL:**

Members Present

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

Members Absent

at Roll Call: Denise Brooks

Also Present: Dr. Deborah Snyder

**AGENDA ADOPTION:**

It was moved by Dr. Niver, seconded by Dr. Kusch, to add *Finance Committee Report* as item **3.b.** under **L. Reports** and to adopt the agenda as amended.

Motion carried: 6-0

**APPROVAL OF MINUTES:**

It was moved by Mr. Tansky, seconded by Dr. Kusch, to approve minutes of the Regular Meeting held June 9, 2016 as printed and circulated.

Motion carried: 6-0

**FINANCIAL REPORTS:**

Chairman DeGrazia acknowledged that financial reports for the month of June 2016 and July 2016 had been provided to Trustees.

**COMMUNICATIONS & PETITIONS:**

Communication topics included:

- ~\$15,000 *Façade Improvement Matching Grant Received for Fieldhouse*
- ~*New Cabinet Members Introduced*

**REPORT AND RECOMMENDATIONS OF THE PRESIDENT OF THE COLLEGE**

**1. INFORMATIONAL ITEMS & PRESENTATIONS – N/A**

**2. ACTION ITEMS:**

**Acceptance of Gifts**

It was moved by Mr. Adair, seconded by Dr. Niver, that the Board take action to accept, with appreciation, the following donations:

- \$250 from Gail Hunt of Marysville for the Friends of the Arts;
- \$250 from Roberta and Frank Helsom of Port Huron for the Friends of the Arts;
- \$500 from Suzanne O'Brien of St. Clair Township, MI for the Marilyn K. Moore Scholarship;

Motion carried: 6-0

**Library E-Resource Management Software & E-Content Proposal**

It was moved by Dr. Kusch, seconded by Mr. Adair, that the Board take action to establish a budget of \$70,500 which authorizes administration to proceed with the renewal purchase of one-year licenses from ProQuest of Ann Arbor with funds from designated funds for technology.

Motion carried: 6-0

**Document Management/Imaging Solution Proposal**

It was moved by Dr. Niver, seconded by Mr. Tansky, that the Board take action to award the purchase of document management/imaging software and implementation services to OnBase by Hyland in the amount of \$134,700 to be paid from Title III grant funds.

Motion carried: 6-0

**OLD BUSINESS: N/A**

**NEW BUSINESS:**

**Proposed Revisions to Board Policy 2.1 and Board Policy 2.5 – Second Reading**

It was moved by Mr. Adair, seconded by Mr. Ogden, that the Board take action to complete a second reading of the proposed revisions to Board Policies 2.1 and 2.5 and to approve both policies as attached.

Motion carried: 6-0

**Proposed Revisions to Statement of Shared Governance - First Reading**

A first reading was held on proposed changes to the Statement of Shared Governance as attached.

**STAFF CHANGES: N/A**

**TRUSTEE REPORTS:**

Trustee Ogden provided an overview of agenda topics from MCCA's Summer Conference. Dr. DeGrazia provided an overview of agenda topics discussed by the Board's Finance Committee earlier that afternoon.

**ADJOURNMENT:**

It was moved by Mr. Adair, seconded by Dr. Niver, to adjourn the meeting at 5:13 pm.

Motion carried: 6-0

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Respectfully submitted,

Certified by,

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Mary L. Hawtin  
Board Secretary

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Nicholas DeGrazia  
Board Chair

**ST. CLAIR COUNTY COMMUNITY COLLEGE  
BOARD POLICY- COMPLIANCE**

St. Clair County Community College is an equal opportunity institution and complies with all federal and state laws and regulations prohibiting discrimination. It is the policy of St. Clair County Community College that no person shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination on the basis of race, color, religion, national origin or ancestry, age, sex, marital status, height, weight, handicap, or any other criteria prohibited by law in its academic and vocational programs, activities, admissions, financial assistance, or employment.

To implement this policy, the Board has designated the President to be the enforcement officer for receiving complaints and for reviewing the College's compliance.

Approved by the Board of Trustees: June 10, 1976

Revised: October 9, 2008

Revised: August 11, 2016

**ST. CLAIR COUNTY COMMUNITY COLLEGE  
BOARD POLICY - ASSURANCE OF COMPLIANCE  
WITH FEDERAL LAW**

The Board of Trustees of the St. Clair County Community College complies with all applicable federal laws and regulations prohibiting discrimination in programs and activities, including but not limited to those activities that receive federal financial assistance.

It is the policy of St. Clair County Community College that no person shall be discriminated against, excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination on the basis of race, color, religion, national origin or ancestry, age, sex, marital status, height, weight, handicap or disability or any other criteria prohibited by law.

The Board has designated the President to be the enforcement officer for receiving complaints and reviewing the College's compliance.

Approved by Board of Trustees – April 9, 1981

Revised: December 11, 2008

Revised: August 11, 2016

## Statement of Shared Governance

~~Recognizing that the Board of Trustees is the governing body of the College and that it may and does delegate to the College President the day to day responsibilities and management of the organization, this statement of shared governance is intended for use by and among internal College constituencies in an effort to further enhance overall communication efforts. Because we value a working environment characterized by collaboration, responsibility, and accountability, and because we have a shared interest in SC4's and our students' success, we are committed to decision making which includes:~~

- ~~● Providing opportunities for opinions to be expressed~~
- ~~● Honest, open, professional communication~~
- ~~● Mutual respect and consideration of differing viewpoints~~
- ~~● Multi-directional feedback resulting from scholarly debate~~
- ~~● Recommendations based on consensus~~
- ~~● Communication of rationale for decisions made~~
- ~~● Recognizable structure to facilitate effective communication~~

~~Those involved in shared governance need to acknowledge that some decisions are the primary concern of one group, either because the matters considered are specifically relevant to that one group only or because one group holds the primary responsibility and/or accountability concerning the issue.~~

**The Board of Trustees of St. Clair County Community College values a working environment characterized by collaboration, responsibility, and accountability. Shared governance ensures all members of our college community have a voice in addressing issues that affect our college.**

*Approved by the Board of Trustees: August 12, 2010*

***Proposed Revision for First Reading: August 11, 2016***