



BOARD OF TRUSTEES

**Meeting Held
March 13, 2025**

AGENDA

ST. CLAIR COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES

REGULAR MEETING

Thursday, March 13, 2025, at 4:30 p.m.

Room 150 Welcome Center

AGENDA

A. Pledge of Allegiance

B. Roll Call

C. Adoption of Agenda

D. Citizens' Comments [RE: Article I, Section 6: "...there will be an opportunity for any person to address the Board for up to three (3) minutes on any subject related to the College (*except matters currently in litigation, arbitration or negotiation...when communications through other channels are more appropriate*) without prior placement on the agenda."]

E. Minutes of Previous Meetings

1. Organizational Meeting held January 9, 2025
2. Regular Meeting held January 9, 2025
3. Special Meeting Retreat held February 21, 2025

F. Report of the Treasurer

1. Financial Reports

G. Communications and Petitions

H. Reports and Recommendations of the President of the College

1. Informational Items
 - a. Quantum Research Grant
 - b. Budget Preparation Update
2. Action Items
 - a. Acceptance of Gifts
 - b. Tuition and Fees
 - c. Ellucian Colleague Software Agreement

I. Old Business

J. New Business

1. Board Policy 2.3.1 Retired Staff Services – First Reading
2. Distinguished Faculty Award Recognition
3. Alumni Award Recognition
4. MCCA Summer Conference Registration

K. Staff Changes

1. Faculty Appointments – Temporary Status (2)

L. Reports

1. Student
2. Staff
3. Trustee

M. Adjournment

VISION: Create an inclusive academic and cultural environment that empowers students to succeed in the community and beyond.

MISSION: Provide innovative pathways for personal and professional advancement.

2025 GOALS: Enrollment, Retention, Completion and Campus Culture

VALUES:

- Student Success: We nurture and provide compassionate academic support and services to our students.
- Diversity: We foster a sense of belonging and celebrate the differences in others by having dignity and mutual respect for all.
- Transparency: We enhance campus culture by being open and honest.
- Community Engagement: We collaborate and develop talent for vital growth of our community.
- Innovation: We provide relevant educational experiences by anticipating the needs of our community and adapting to the changing of programs and times.

MINUTES OF PREVIOUS MEETINGS

**ST. CLAIR COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**
*Minutes of Organizational Meeting Held January 9, 2025 at 4:30
p.m. Welcome Center, Room 150*

CALL TO ORDER:

President Kirk Kramer called the Organizational Meeting to order at 4:30 p.m.

ROLL CALL:

Members Present: Karen Niver-Raetzel, Marcia Robbins, Robert Tansky, John Lusk, Kim Brown,
Robert Mitchell

Members Absent: Penelope Peck

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: 6-0

ELECTION OF CHAIR:

It was moved by Dr. Niver-Raetzel, seconded by Ms. Brown, that the Board take action to appoint Ms. Robbins as Chair.

Motion carried: 6-0

ELECTION OF VICE-CHAIR:

It was moved by Ms. Robbins, seconded by Dr. Niver-Raetzel, that the Board take action to appoint Mr. Lusk as Vice-Chair

Motion carried: 6-0

APPOINTMENT OF SECRETARY:

It was moved by Mr. Lusk, seconded by Dr. Niver-Raetzel, that the Board take action to appoint Ms. Rutallie as Secretary.

Motion carried: 6-0

APPOINTMENT OF TREASURER:

It was moved by Mr. Lusk, seconded by Ms. Brown, that the Board take action to appoint Ms. Gentner as Treasurer.

Motion carried: 6-0

MICHIGAN COMMUNITY COLLEGE ASSOCIATION (MCCA) DELEGATE AND ALTERNATE:

It was moved by Mr. Lusk, seconded by Dr. Niver-Raetzel, that the Board take action to appoint Dr. Niver-Raetzel as the Delegate and Mr. Tansky as the Alternate.

Motion carried: 6-0

ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (ACCT) DELEGATE AND ALTERNATE:

It was moved by Dr. Niver-Raetzel, seconded by Ms. Brown, that the Board take action to appoint Mr. Lusk as the Delegate and Ms. Peck as the Alternate.

Motion carried: 6-0

ST. CLAIR COUNTY ASSOCIATION OF SCHOOL BOARDS DELEGATE AND ALTERNATE:

It was moved by Mr. Lusk, seconded by Dr. Niver-Raetzel, that the Board take action to appoint Ms. Brown as the Delegate and Mr. Mitchell as the Alternate.

Motion carried: 6-0

FINANCE COMMITTEE:

It was moved by Dr. Niver-Raetzel, seconded by Mr. Lusk, that the Board take action to appoint Ms. Robbins, Mr. Tansky and Mr. Mitchell to the Finance Committee.

Motion carried: 6-0

ADJOURNMENT:

It was moved by Dr. Niver-Raetzel, seconded by Mr. Lusk, that the Board take action to adjourn the Organizational Meeting at 4:37 p.m.

Motion carried: 6-0

Respectfully submitted,

Sarah L. Rutallie
Board Secretary

Certified by,

Ms. Marcia Robbins
Board Chair

**ST. CLAIR COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

***Minutes of Regular Meeting Held January 9, 2025
Welcome Center – Room 150***

CALL TO ORDER:

Ms. Robbins called the Regular Meeting to order at 4:37 p.m.

ROLL CALL:

Members Present

at Roll Call: Marcia Robbins, Karen Niver-Raetzel, Robert Tansky, John Lusk,
Kim Brown, Robert Mitchell

Members Absent

at Roll Call: Penelope Peck

Also Present: Kirk Kramer, Becky Gentner

ADOPTION OF AGENDA:

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

Motion carried: 6-0

APPROVAL OF MINUTES:

It was moved by Mr. Lusk, seconded by Ms. Brown, that the Board take action to approve minutes of the Regular Meeting held December 12, 2024

Motion carried: 6-0

FINANCIAL REPORTS:

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

COMMUNICATIONS AND PETITIONS:

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:

Land Acknowledgment

Joe and Joan Jacobs presented.

College Master Facility Plan Process

President Kirk Kramer provided an update.

2. ACTION ITEMS:

Acceptance of Gifts

Minutes of Regular Meeting January 9, 2025
Page 2.

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

- \$200 from Cynthia Rourke for Skip's Corner Pantry
- \$250 from Brenda Rinke for Skip's Corner Pantry
- \$350 from Barbara Dear for the Retirees' Scholarship Fund

Motion carried: 6-0

NEW BUSINESS

Ad-Hoc Committees Update

It was moved by Dr. Niver-Raetzel, seconded by Mr. Lusk, that the Board take action to dissolve the Presidential Search and Mission/Vision/Values subcommittees.

Motion carried: 6-0

Resolution Recognizing Black History Month and the Tremendous Contributions of Black Americans

It was moved by Dr. Niver-Raetzel, seconded by Mr. Lusk, that the Board take action to adopt the resolution.

A roll-call vote was taken:

Dr. Niver Raetzel: Yes

Ms. Robbins: Yes

Mr. Tansky: Yes

Mr. Lusk: Yes

Ms. Brown: Yes

Mr. Mitchell: Yes

Motion carried: 6-0

ADJOURNMENT:

It was moved by Mr. Lusk, seconded by Ms. Brown, that the Board take action to adjourn the meeting at 5:07 p.m.

Motion carried: 6-0

Respectfully submitted,

Certified by,

Sarah L. Rutallie
Board Secretary

Ms. Marcia Robbins
Board Chair

**ST. CLAIR COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

***Minutes of Special Meeting/Retreat Held Friday, February 21, 2025
Welcome Center - Room 150***

CALL TO ORDER:

Chair Robbins called the special meeting/retreat to order at 8:32 a.m.

ROLL CALL:

Members Present

at Roll Call: Marcia Robbins, John Lusk, Robert Tansky, Kim Brown,
Penelope Peck, Robert Mitchell

Members Absent

at Roll Call: Karen Niver-Raetzel

Also Present: Kirk Kramer, Becky Gentner

Adoption of Agenda

It was moved by Ms. Peck, seconded by Mr. Lusk, that the Board take action to adopt the agenda as presented.

Motion carried: 6-0

College Updates

Trustees received an update. Action was not taken.

Tuition Discussion

Trustees received an update. Action was not taken.

Master Facility Plan

Trustees received an update. Action was not taken.

Presidential Search Committee

Discussion took place. Action was not taken.

Board Goals

Discussion took place. Action was not taken.

Adjournment

It was moved by Mr. Lusk, seconded by Ms. Brown, that the Board take action to adjourn the special meeting/retreat at 11:09 a.m.

Motion carried: 6-0

Respectfully submitted,

Certified by,

Sarah L. Rutallie
Board Secretary

Ms. Marcia Robbins
Board Chair

FINANCIAL REPORTS



St. Clair County Community College

FINANCIAL REPORTS

**Board of Trustees Meeting
March 13, 2025**

ST. CLAIR COUNTY COMMUNITY COLLEGE

FINANCIAL REPORTS

- | | |
|----------|--|
| Report A | 2024-2025 General Fund Operations
<i>for the period ending February 28, 2025 and 2024</i> |
| Report B | 2024-2025 General Fund Budget to Actual
<i>for the period ending February 28, 2025</i> |
| Report C | Current Funds Cash Flow Projection
<i>for March 2025</i> |
| Report D | Building and Site Fund
<i>for the period ending February 28, 2025</i> |
| Report E | Maintenance and Replacement Fund
<i>for the period ending February 28, 2025</i> |
| Report F | Technology Fee Fund
<i>for the period ending February 28, 2025</i> |
| Report G | Bills Paid
<i>for February 2025</i> |

ST. CLAIR COUNTY COMMUNITY COLLEGE

2024-2025 General Funds Operations Report
for the period ending February 28, 2025

	Monthly <u>2/28/2025</u>	Monthly <u>2/29/2024</u>	Year-to-Date <u>2/28/2025</u>	Year-to-Date <u>2/29/2024</u>
Revenue				
Tuition and Fee Payments (current fiscal year)	\$ 5,882,296	\$ 4,115,695	\$ 16,087,565	\$ 14,741,029
Property Tax	4,644,819	4,547,396	9,274,751	10,262,954
State Aid	768,534	747,853	3,947,841	3,925,069
Other Income	66,498	150,792	692,730	755,114
Total Revenue	<u>\$ 11,362,147</u>	<u>\$ 9,561,736</u>	<u>\$ 30,002,887</u>	<u>\$ 29,684,166</u>
Expenditures				
Salaries and Wages	\$ 1,358,814	\$ 1,329,499	\$ 10,115,253	\$ 9,982,408
FICA/Retirement	456,973	446,697	3,386,574	3,305,999
Fringe Benefits	144,296	244,309	1,520,983	1,586,014
General Insurance	5,953	4,183	262,497	245,344
Utilities and Postage	93,176	99,626	647,034	711,819
Transfers: Designated Funds	-	-	1,900,000	1,800,000
Operational Expenditures	437,395	494,788	2,856,511	2,900,040
Restricted, Matching and Bond Retirement	13,784	5,950	554,696	548,855
Unappropriated	-	-	-	-
Total Expenditures	<u>\$ 2,510,391</u>	<u>\$ 2,625,052</u>	<u>\$ 21,243,548</u>	<u>\$ 21,080,479</u>

Monthly reports are interim and not inclusive of adjustments made for final year-end results.

ST. CLAIR COUNTY COMMUNITY COLLEGE

2024-2025 General Fund Budget to Actual Report
for the period ending February 28, 2025

	<u>Budget</u>	<u>Actual</u>	<u>Percentage</u>
<u>Revenue</u>			
Tuition and Fee Payments (current fiscal year)	\$ 16,400,000	\$ 16,087,565	98.09%
Property Tax	12,600,000	9,274,751	73.61%
State Aid	8,400,000	3,947,841	47.00%
Other Income	500,000	692,730	138.55%
Total Revenue	<u>\$ 37,900,000</u>	<u>\$ 30,002,887</u>	79.16%
<u>Expenditures</u>			
Salaries and Wages	\$ 16,800,000	\$ 10,115,253	60.21%
FICA/Retirement	5,820,000	3,386,574	58.19%
Fringe Benefits	3,170,000	1,520,983	47.98%
General Insurance	310,000	262,497	84.68%
Utilities and Postage	1,600,000	647,034	40.44%
Transfers: Designated Funds	3,800,000	1,900,000	50.00%
Operational Expenditures	4,850,000	2,856,511	58.90%
Restricted, Matching and Bond Retirement	1,000,000	554,696	55.47%
Unappropriated	550,000	-	0.00%
Total Expenditures	<u>\$ 37,900,000</u>	<u>\$ 21,243,548</u>	56.05%

Monthly reports are interim and not inclusive of adjustments made for final year-end results.

ST. CLAIR COUNTY COMMUNITY COLLEGE

Current Funds Cash Flow Projection Report
for March 2025

Cash on Hand and Investments	\$	33,341,695
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Anticipated Receipts

State Aid	\$	768,534	
Tuition and Fees		450,000	
Property Taxes		3,000,000	
Miscellaneous		<u>55,000</u>	
		<u>4,273,534</u>	\$ 37,615,229

Anticipated Disbursements

Payroll FICA 03/07/25	\$	745,000	
Payroll FICA 03/21/25		850,000	
Retirement		373,750	
Fringe Benefits		269,100	
Accounts Payable		<u>500,000</u>	
			<u>2,737,850</u>

Projected Balance as of March 31, 2025	\$	<u><u>34,877,379</u></u>
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ST. CLAIR COUNTY COMMUNITY COLLEGE

Building and Site Fund Report
for the period ending February 28, 2025

	<u>Budget</u>	<u>Expenses</u>	<u>Encumbered</u>	<u>Balance</u>
<u>Projects</u>				
South Campus Project	184,624	117,619	67,004	1
Student Housing - Bard Street	54,297	52,369	-	1,928
HVAC Project	45,749	34,727	11,021	1
Other Projects	5,550	2,700	2,850	-
Real Estate Purchase	1,207,219	1,207,219	-	-
Construction Management Services	154,369	154,368	1	-
Electrical Maintenance	715,444	579,150	136,294	-
Total Projects	<u>\$ 2,367,252</u>	<u>\$ 2,148,152</u>	<u>\$ 217,170</u>	<u>\$ 1,930</u>

FUND BALANCE

Fund balance 07/01/24	\$ 10,894,098
Add: Transfers from General Fund	1,651,500
Less: 24/25 Project Budgets	<u>(2,367,252)</u>
Ending Fund Balance 02/28/25	<u>\$ 10,178,346</u>

ST. CLAIR COUNTY COMMUNITY COLLEGE

Maintenance and Replacement Fund Report
for the period ending February 28, 2025

	<u>Budget</u>	<u>Expenses</u>	<u>Encumbered</u>	<u>Balance</u>
<u>Projects</u>				
Furniture	78,229	53,490	23,552	1,187
Painting	66,770	64,345	2,425	-
Plumbing	57,603	33,143	5,844	18,616
HVAC	512,788	247,842	245,945	19,001
Code Requirements	95,344	66,879	28,465	-
Academic Equipment	19,963	16,230	2,152	1,581
Signage	19,613	16,497	1,981	1,135
Flooring	146,923	146,921	-	2
Roofing	199,250	199,250	-	-
Electrical Maintenance	622,164	616,224	2,672	3,268
Sitework	16,600	16,600	-	-
Doors	10,302	8,618	-	1,684
Equipment	5,827	356	-	5,471
Engineering Services	70,800	51,840	12,960	6,000
Other Operating Projects	69,468	69,468	-	-
Total Projects	<u>\$ 1,991,644</u>	<u>\$ 1,607,703</u>	<u>\$ 325,996</u>	<u>\$ 57,945</u>

FUND BALANCE

Fund balance 07/01/24	\$ 3,736,972
Add: Transfers from General Fund	248,500
Less: 24/25 Project Budgets	<u>(1,991,644)</u>
Ending Fund Balance 02/28/25	<u>1,993,828</u>

ST. CLAIR COUNTY COMMUNITY COLLEGE

Technology Fee Fund Report
for the period ending February 28, 2025

	<u>Budget</u>	<u>Expenses</u>	<u>Encumbered</u>	<u>Balance</u>
<u>Projects</u>				
Software Licenses/Services	857,288	787,786	66,183	3,319
Other Projects	69,022	64,076	4,946	-
Technology Contracts	9,600	5,866	3,734	-
Hardware	100,208	87,030	8,179	4,999
Internet Services	62,000	31,944	30,056	-
Network Infrastructure	67,200	44,800	22,400	-
Total Projects	<u>\$ 1,165,318</u>	<u>\$ 1,021,502</u>	<u>\$ 135,498</u>	<u>\$ 8,318</u>

FUND BALANCE

Fund balance 07/01/24	\$ 2,540,535
Add: Transfers from General Fund	1,436,168
Less: 24/25 Project Budgets	<u>(1,165,318)</u>
Ending Fund Balance 02/28/25	<u>\$ 2,811,385</u>

ST. CLAIR COUNTY COMMUNITY COLLEGE

Bills Paid Report
for February 2025

Total Amount for Bills Paid	\$ 3,621,297
Payroll and Associated Taxes:	
for February 07, 2025	674,337
for February 21, 2025	<u>738,077</u>
Total Expenditures for February 2025	<u>\$ 5,033,711</u>

COMMUNICATIONS AND PETITIONS



ST. CLAIR COUNTY COMMUNITY COLLEGE

Office of the President

MEMORANDUM

DATE; March 6, 2025

TO: Board of Trustees

FROM: Kirk A. Kramer

SUBJECT: March 2025 Communications

NEWS

- The Beatrice Thornton Middle/High School Students' Art Exhibition was displayed in the SC4 Fine Arts Gallery from February 10 – February 21 with an opening night reception on February 10.
- Student Government delivered fresh Valentine's Day cookies to students, faculty, and staff on February 20 as a part of its Valentine's Day Cookie Handout.
- A Veterans Lounge Open House was held on February 20.
- The SCCIAA Middle School Cheerleading competition was held on February 22 in the SC4 Fieldhouse.
- The SC4 Symphonic Band performed its "For Charlie" concert on February 22 in the SC4 Fine Arts Theatre.
- The STRIVE Mentorship Program hosted an open house on February 24 in the College Center.
- Facility master planning feedback sessions with architects from Progressive AE were held on February 24 and 25 in the Welcome Center.
- Professor Tami Stafford was a guest speaker for the Human Body class at Port Huron High School on February 25.
- The InterVarsity Club hosted a Collegiate Day of Prayer event as part of a global, multi-generational day of prayer on February 27 in the College Center Atrium.



ST. CLAIR COUNTY COMMUNITY COLLEGE

Office of the President

- SC4's theatrical production of *Everything I Know I Learned in Kindergarten* was held February 27, 28, and March 1 in the SC4 Fine Arts Theatre.
- The SC4 Wellness Department hosted a Stress Less Workshop for faculty, staff, and students on February 28.
- The SCCIAA Boy's Middle School Basketball tournament was held on March 1 in the SC4 Fieldhouse.
- Kevin Totty, Sr. was named the 2024 SC4 Alumni of the Year.
- Student Government sponsored a Tacos and Pups Event for students, faculty, and staff on March 5.
- SC4 is working with contractors on a large-scale electrical infrastructure upgrade that should be completed by the end of the 2024-25 fiscal year.
- SC4 Fridays! is an opportunity for faculty and staff to wear jeans and an SC4 shirt every Friday.
- SC4's blog, [The SC4 Spotlight](#), is posted every Tuesday.
- SC4 sports [rosters, schedules, and results](#) are posted on SC4's website.
- [Summer registration](#) began on February 24.

UPCOMING EVENTS

- SC4 STEM Fest will be held on Saturday, March 15 from 10 a.m. to 2 p.m.
- Kimmie Horne, an internationally renowned jazz performer, will perform at 7 p.m. on March 20 in the SC4 Fine Arts Theatre.
- The Patterns Award Exhibition and Design 2025: Student Portfolio Exhibition will be displayed in the SC4 Fine Arts Gallery April 1 to May 1.
- The Hot Sun Quartet (Quarteto Sol Caliente), a world jazz ensemble, will perform at noon and again at 7 p.m. on Thursday, April 10 in the SC4 Fine Arts Theatre.



ST. CLAIR COUNTY COMMUNITY COLLEGE
Office of the President

- SC4 is collaborating with the city on plans for the removal of Stone Street between Glenwood and River, a project tentatively scheduled for spring 2025. More detailed planning and discussions will be scheduled. The plans are available for review in Becky Gentner's or Jessica Smith's office.
- SC4 sports [schedules](#) are posted on SC4's website.
- Information sessions for SC4's health care programs are currently scheduled for each month.

Additional SC4 news and photos available: [Facebook](#) [X](#) [Instagram](#) [Flickr](#) [YouTube](#)



ST. CLAIR COUNTY COMMUNITY COLLEGE

Office of the President

MEMORANDUM

DATE; March 6, 2025

TO: Board of Trustees

FROM: Kirk A. Kramer

SUBJECT: Pending Future Agenda Topics – Brief Look-Ahead Summary
(Not intended to be an exhaustive or limiting list)

April Board Meeting

- Budget Revision
- Set date for Budget Public Hearing
- Resolution Recognizing Community College Month

May Board Meeting

- Adoption of the 2025-2026 Budgets
- Adoption of the 2025-2026 Millage Rate
- Faculty Appointments (TBD)

May Retreat

- President's Evaluation
- Reports/Updates

June Board Meeting

- Academic Report
- Faculty Appointments (TBD)

**REPORTS AND
RECOMMENDATIONS
OF THE PRESIDENT**



ST. CLAIR COUNTY COMMUNITY COLLEGE

Office of the President

MEMORANDUM

DATE; March 6, 2025

TO: Board of Trustees

FROM: Kirk A. Kramer

SUBJECT: Acceptance of Gifts

It is the recommendation of administration that the Board take action to approve the following donations:

- Dental equipment from Michigan Dental Group for the Dental Hygiene Program
- \$250 from Mel Drumm for the Challenger Learning Center/STEM Fest 2025
- \$300 from BMJ Engineers and Surveyors for the Challenger Learning Center/STEM Fest 2025
- \$500 from Denise Brooks for the Challenger Learning Center/STEM Fest 2025
- \$500 from Gary Fletcher for the Challenger Learning Center/STEM Fest 2025
- \$500 from Motherson for the Challenger Learning Center/STEM Fest 2025
- \$984 from the Community Foundation of St. Clair County for the 2025 Naturalization Ceremony
- \$1,000 from Stephenson Electric Company for the Challenger Learning Center/STEM Fest 2025
- \$1,500 from Barton Malow for the Challenger Learning Center/STEM fest 2025



ST. CLAIR COUNTY COMMUNITY COLLEGE

Office of the President

- \$2,250 from Eastern Michigan Bank for Skip's Corner Pantry/Housing Meal Program
- \$2,250 from the James C. Acheson Fund for Skip's Corner Pantry/Housing Meal Program
- \$2,500 from John and Marcia Robbins for the Challenger Learning Center/STEM Fest 2025
- \$5,000 from Watson Brothers Service Company for the Challenger Learning Center/STEM Fest 2025
- \$15,000 from the Estate of Joseph and Vivian Martin for the Joseph and Vivian Martin Scholarship Fund



ST. CLAIR COUNTY COMMUNITY COLLEGE
Office of the President

DATE; March 6, 2025

TO: Board of Trustees

FROM: Kirk A. Kramer

SUBJECT: Tuition and Fee Rates for 2025-2026

It is the recommendation of administration that the Board take action to approve the attached tuition and fee rates for 2025-2026.

Tuition and Fee Rates Proposed

2025-2026

Tuition	
In District	\$158/contact
Dual Enrolled	\$149/contact
Out District	\$291/contact
Out State	\$420/contact
Health Program Tuition*	
In District	\$214/contact
Out District	\$346/contact
Out State	\$475/contact

***Nursing, RT, Rad Tech**

Fees	
Registration Fee	N/C
Technology Fee	\$40/contact
High Cost Course Fee**	\$107/contact

****not to exceed**



ST. CLAIR COUNTY COMMUNITY COLLEGE
Office of the President

DATE; March 6, 2025

TO: Board of Trustees

FROM: Kirk A. Kramer

SUBJECT: Ellucian Colleague Software Agreement

It is the recommendation of administration that the Board take action to authorize Administration to enter into a 62-month agreement (5 years and 2 months) for a software subscription for Colleague Software with the cost of the agreement of \$3,691,386 from the Technology Fund and to establish a budget for Colleague project contingencies (ancillary costs for transition and subscription costs associated with enrollment growth) of \$200,000 from the Technology Fund.

NEW BUSINESS

BOARD POLICY – RETIRED STAFF SERVICES**Policy**

The Board of Trustees of St. Clair County Community College wishes to acknowledge the dedication, knowledge and experience of its staff members who retire from the institution. In order to encourage continued involvement in College activities the Board believes that these individuals merit special encouragement and assistance. The administration is authorized to establish procedures to accomplish the above goal.

Administration

1. For the purposes of this policy, retired staff members are identified as those employees who have worked as a full-time **or part-time** employee at St. Clair County Community College for ten or more years, are retired from the institution, and are **collecting MPERS eligible for MPERS or ORP** benefits. These staff members and their spouses and dependent children will receive special consideration for selected programs and services offered by the College as set forth in paragraph 3 below.
2. Eligible retired staff members and/or their spouses and dependent children must demonstrate their eligibility prior to receiving any special consideration.
3. Retired staff members and/or their spouses and dependent children will be entitled to:
 - a. Inclusion on the college mailing list for announcements and invitations to college activities.
 - b. Free admission to cultural and public affairs programs conducted by the College to the extent available to full-time staff.
 - c. Free admission to athletic events.
 - d. Borrowing privileges for materials in the Learning Resources Center's circulating collection.
 - e. A scholarship as provided in Public Act 5 of 1980, for enrollment in non-credit courses provided there are a sufficient number of tuition-paying students to cover instructional costs. The College reserves the right to exempt certain courses in whole or in part.
 - f. A scholarship as provided in Public Act 5 of 1980, for enrollment in college credit classes provided there are a sufficient number of tuition-paying students to meet minimum class size standards. The College reserves the right to exempt certain courses in whole or in part.
4. Retired staff members and/or their spouses and dependent children will be required to pay all fees that full-time staff must pay.

Approved by the Board of Trustees: February 21, 1985, effective February 22, 1985

Revised: October 15, 1992

Revised: January 8, 2009

First reading: March 13, 2025



Resolution of the Board of Trustees

Whereas, Paul Bedard, professor of mathematics, is the recipient of the 2024 Distinguished Faculty Award; and

Whereas, Professor Bedard has been devoted to SC4 students for 24 years; and

Whereas, Colleagues describe him as academically innovative, skillful, approachable, inspiring, and with unparalleled skill in teaching a wide range of mathematical subjects. For years, Paul has served on Academic Review Committee, has chaired the Professional Development Committee, and more recently chairs the Professional Rights and Responsibilities Committee.

Whereas, a former student praised Paul's class as "one of the best math classes of my education career so far." Adding that they looked forward to graded work to see his personalized comments, smiley faces, and other uplifting notes.

Now, Therefore Be It Resolved, that the Board of Trustees of St. Clair County Community College, on behalf of the students, faculty, staff and administration, and public at large, records its appreciation and sincere thanks to the recipient of the 2024 Distinguished Faculty Award, Paul Bedard, for his devoted service to the college, and for the leadership, experience and untiring efforts that he has granted to it.

Approved, this 13th day of March, 2025.

_____	_____
_____	_____
_____	_____
_____	_____



Resolution of the Board of Trustees

Whereas, Kevin Totty, Sr. is the recipient of the 2024 Alumni Award; and

Whereas, in addition to his SC4 degree, Kevin Totty, Sr. recently returned to school and earned his bachelor's degree in philanthropy; and

Whereas, Kevin Totty, Sr. was involved with many local organizations, including SONS outreach, working as a chaplain for the Port Huron Police Department, and serving on the Governance Board and Board of Directors for the Blue Water Area Chamber of Commerce. He also served, along with his wife Jessica, as a pastor for #C4Yourselfchurch, and worked for the St. Clair County Juvenile Center; and

Whereas, most recently, Kevin Totty, Sr. worked as a full-time staff member for the Community Foundation. After being with the organization for five years as a volunteer, he was hired onto their staff in 2021. In an article written by the Community Foundation titled "The Many Hats of Kevin Totty", Kevin was quoted as saying, "Out of all the jobs I've had, the Foundation really is the closest to the different assignments the Lord has put on my heart."

Now, Therefore Be It Resolved, that the Board of Trustees of St. Clair County Community College, on behalf of the students, faculty, staff and administration, and public at large, records its appreciation and sincere thanks to the recipient of the 2024 Alumni Award, Kevin Totty, Sr., for his devoted service to the community.

Approved, this 13th day of March, 2025.

_____	_____
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Michigan Community Colleges: One Voice, Infinite Impact

2025 MCCA Summer Conference Calendar of Events

Mission Point Resort | Mackinac Island

Tuesday July 29-Thursday July 31

Registration & Conference Services

Hotel Lobby

10:00 AM to 6:00 PM

Hotel check-in begins at 4:00 PM

Wednesday July 30

Presidents Institute

Colonial Room - Main Lodge
8:00 AM to 3:00 PM

8:00 AM

Check-In and Breakfast

8:30 AM

Programming Begins

Lunch Included

Who Should Attend:

Presidents & Chancellors

Trustee & Regent Institute

Cypress Room - Main Lodge
8:00 AM to 3:00 PM

8:00 AM

Check-In and Breakfast

8:30 AM

Programming Begins

Lunch Included

Who Should Attend:

Trustees & Regents

Welcome Reception

Promenade Deck
3:30 PM to 4:30 PM

Who Should Attend:

All Conference Attendees &
Registered Guests

Dinner on your own

Thursday July 31

Conference Sessions

Cypress & Colonial Rooms
8:00 AM to 4:00 PM

8:00 AM

Check-In and Breakfast

8:30 AM

Programming Begins

Lunch Included

Who Should Attend:

All Conference Attendees

Reception & Awards Dinner

Cypress & Summit
5:30 PM to 8:30 PM

5:30 PM

Reception

Cypress Deck

6:30 PM to 8:30 PM

Dinner & Awards

Cypress & Summit Rooms

Who Should Attend:

All Conference Attendees &
Registered Guests

Networking Brunch

Cypress Room
9:00 AM to 11:00 AM

Brunch Included

Who Should Attend:

All Conference Attendees &
Registered Guests



MICHIGAN COMMUNITY
COLLEGE ASSOCIATION

Island casual attire or college wear recommended.

STAFF CHANGES



ST. CLAIR COUNTY COMMUNITY COLLEGE
Office of the President

DATE; March 6, 2025

TO: Board of Trustees

FROM: Kirk A. Kramer

SUBJECT: Faculty Appointments – Temporary Status (2)

It is the recommendation of administration that the Board take action to approve the following faculty appointments – temporary status, effective with the beginning of the 2025 winter semester:

- Dale Chapman - Math Instructor
- Diana Kott – Dental Hygiene Instructor (non-teaching)