

**St. Clair County Community College
Board of Trustees**

***Minutes of Regular Meeting held April 10, 2025
Welcome Center – Room 150***

Call to Order:

Ms. Robbins called the Regular Meeting to order at 4:30 p.m.

Roll Call:

Members Present

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

Members Absent

at Roll Call: n/a

Also Present: Kirk Kramer, Becky Gentner

Adoption of Agenda:

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

Motion carried: 7-0

Approval of Minutes

It was moved by Ms. Peck, seconded by Ms. Brown, that the Board take action to approve minutes of the Regular Meeting held March 13, 2025.

Motion carried: 7-0

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:

Overview of 2024-2025 Budget Revision and 2025-2026 Proposed Budgets

Ms. Becky Gentner, Board Treasurer/Chief Financial Officer/Senior Vice President, provided an update.

Planning Objectives

President Kirk Kramer provided an update.

2. Action Items:

Acceptance of Gifts

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It was moved by Mr. Lusk, seconded by Dr. Niver-Raetzel, that the Board take action to accept the following donations:

- \$300 from the SC4 Retirees for the Challenger Learning Center/STEM Fest 2025
- \$12,500 from the SC4 Foundation for the Challenger Learning Center/STEM Fest 2025

Motion carried: 7-0

Consideration of 2024-2025 Proposed Budget

It was moved by Mr. Tansky, seconded by Mr. Mitchell, that the Board take action to approve the budget revision as attached.

Motion carried: 7-0

Establish Date for Public Hearing on 2025-2026 Proposed Budget

It is the recommendation of administration that the Board take action to hold a Public Hearing on May 8, 2025, at 4:30 p.m. in Welcome Center, room 150 on the proposed 2025-2026 budget for the purpose of meeting the requirement of a public hearing on the budget and for a full levy of operating millage.

Motion carried: 7-0

Old Business

Board Policy 2.3.1

It was moved by Mr. Lusk, seconded by Ms. Peck, that the Board take action to approve the changes to the attached board policy.

Motion carried: 7-0

New Business

Resolution Recognizing Community College Month

It was moved by Mr. Lusk, seconded by Ms. Brown, that the Board take action to approve the attached resolution.

A roll call vote was taken:

Ms. Robbins	Yes
Mr. Lusk	Yes
Mr. Tansky	Yes
Dr. Niver-Raetzel	Yes
Ms. Brown	Yes
Ms. Peck	Yes
Mr. Mitchell	Yes

Motion carried: 7-0

Reports

Negotiations Update *Closed Session

It was moved by Dr. Niver-Raetzel, seconded by Mr. Lusk, that the board take action to enter into a closed session for a negotiations update at 5:45 p.m.

Motion carried: 7-0

It was moved by Mr. Lusk, seconded by Ms. Peck, that the board take action to return to an open session at 6:21 p.m.

Motion carried: 7-0

Adjournment:

It was moved by Ms. Brown, seconded by Mr. Lusk, that the Board take action to adjourn the meeting at 6:23 p.m.

Motion carried: 7-0

Respectfully submitted,

Certified by,

Sarah L. Rutallie
Board Secretary

Ms. Marcia Robbins
Board Chair

St. Clair County Community College

General Fund Budget 2024-2025

	Original budget	Proposed revision
Revenue		
Tuition and Fees	\$ 16,400,000	\$ 16,800,000
Property Tax	12,600,000	13,050,000
State Aid	8,400,000	8,400,000
Other Income	500,000	750,000
Total Revenue	<u><u>\$ 37,900,000</u></u>	<u><u>\$ 39,000,000</u></u>
Expenditures		
Salaries and Wages	\$ 16,800,000	\$ 17,430,000
FICA/Retirement	5,820,000	6,000,000
Fringes	3,170,000	3,250,000
General Insurance	310,000	320,000
Utilities and Postage	1,600,000	1,600,000
Transfers: Designated Funds	3,800,000	3,800,000
Operational Expenditures	4,850,000	5,050,000
Restricted, Matching and Bond Retirement	1,000,000	1,000,000
Unappropriated	550,000	550,000
Total Expenditures	<u><u>\$ 37,900,000</u></u>	<u><u>\$ 39,000,000</u></u>

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

Second reading: April 10, 2025



Resolution of the Board of Trustees

Whereas on December 6, 1985, President Ronald Reagan issued Proclamation 5418 creating a National Community College Month;

Whereas the proclamation states that providing access to education at community-based institutions is important to our total educational system and to the strength, vitality, and prosperity of our Nation;

Whereas Port Huron Junior College was established in 1923 and became St. Clair County Community College in 1967;

Whereas as one of the oldest community colleges in the state we have stayed true to serving our students and community with values including commitment to student success, diversity, transparency, community engagement and innovation;

Whereas the College has established priorities of enrollment, retention, completion and campus culture;

Whereas April is National Community College Month; now, therefore, be it

Resolved, that in observance of National Community College Month, the St. Clair County Community College Board of Trustees, along with President Kirk A. Kramer.:

- join the nation in honoring and affirming the strength, vitality, and prosperity community colleges offer;
- celebrate the worth, value, and benefit of having affordable college access in Southeast Michigan; and
- renew our passion for educational excellence, our vision to create an inclusive academic and cultural environment that empowers students to succeed in the community and beyond, and our mission to provide innovative pathways for personal and professional advancement.

Approved, this 10th day of April, 2025.
