

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

***Minutes of Regular Meeting Held March 12, 2026
Welcome Center, 150***

CALL TO ORDER:

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

ROLL CALL:

Members Present

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

Members Absent

at Roll Call: Penelope Peck, Karen Niver-Raetzel

Also Present: Kirk Kramer, Becky Gentner

ADOPTION OF AGENDA:

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

Motion carried: 5-0

APPROVAL OF MINUTES:

It was moved by Mr. Lusk, seconded by Ms. Brown, that the Board take action to approve the minutes of the Regular Meeting held February 12, 2026.

Motion carried: 5-0

FINANCIAL REPORTS:

Chair Robbins acknowledged that the financial reports 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

2. ACTION ITEMS:

Acceptance of Gifts

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

- \$5,000 from Eastern Michigan Bank for the Challenger Learning Center/STEM Fest 2026
- \$6,250 from the St. Clair County Community Foundation – Acheson Fund for the Challenger Learning Center/STEM Fest 2026
- \$10,000 from the SC4 Foundation for the Challenger Learning Center/STEM Fest 2026

- \$10,000 from Stephenson Electric for the Challenger Learning Center/STEM Fest 2026
- \$15,000 from an Anonymous Donor for the SC4 Meal Plan Fund

Motion carried: 5-0

Tuition and Fees

It was moved by Mr. Lusk, seconded by Mr. Mitchell, that the Board take action to approve the tuition and fee rates for 2026-2027 as attached.

Motion carried 5-0

General Education Competencies

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

Motion carried: 5-0

OLD BUSINESS:

Board Policies 2.8, 2.10, 2.11 and 2.13 – Second Reading

It was moved by Mr. Lusk, seconded by Mr. Mitchell, that the Board take action to approve the updates to the attached policies.

Motion carried: 5-0

NEW BUSINESS:

MCCA Summer Conference Registration

It was moved by Mr. Lusk, seconded by Mr. Mitchell, that the Board take action to approve the MCCA summer conference registration and travel for Trustees Niver-Raetzl, Mitchell, Brown and Peck.

Motion carried: 5-0

It was moved by Mr. Lusk, seconded by Mr. Mitchell, that the Board take action to adjourn the meeting at 4:45 p.m.

Motion carried: 5-0

Respectfully submitted,

Certified by,

Sarah L. Rutallie
Board Secretary

Ms. Marcia Robbins
Board Chair

Tuition and Fee Rates Proposed

2026/2027

Tuition	
In District	\$163/per contact
Dual Enrolled	\$154/per contact
Out District	\$300/per contact
Out State	\$433/per contact
Health Program Tuition*	
In District	\$221/per contact
Out District	\$357/per contact
Out State	\$490/per contact

*Nursing, RT, Rad Tech

Fees	
Technology Fee	\$41.50/per contact
High Cost Course Fee**	Up to \$110/per course

GENERAL EDUCATION COMPETENCIES

A college education implies, in part, the attainment of knowledge and skills in broad areas such as quantitative reasoning, communication, civic responsibility, and information literacy. This general education is included in every program, empowering our students to be productive citizens, successful employees, and lifelong learners.

At SC4, General Education competencies are intertwined within every associate degree program. This ensures that no matter what degree a student completes, exposure to all four general education competencies is achieved.

Quantitative Reasoning (QR) is the ability to understand and manipulate numerical representations of data.

Outcomes:

1. Interpret quantitative information such as using graphs.
2. Perform basic calculations in the context of the subject matter.
3. Apply number sense to evaluate conclusions.

Civic Responsibility (CR) is understanding the political, economic, social, and global influences on society and our contribution to society.

Outcomes:

1. Demonstrate civic and social awareness, knowledge, and responsibility at the local, national, and global scale.
2. Demonstrate an understanding of personal responsibility in one's civic and social life, including recognition of diversity and the challenges posed by social and civic inequities.
3. Demonstrate an understanding of global awareness through a knowledge of international political, economic, social, and environmental factors.

Information Literacy (IL) is the ability to find and use information and evaluate its reliability.

Outcomes:

1. Demonstrate technological competence to obtain information from data.
2. Demonstrate how and where to search for reliable information.
3. Demonstrate how to form conclusions based on reliable information.

Communication (CM) is the ability to exchange information and ideas using various methods of delivery, such as writing and speaking.

Outcomes:

1. Select, develop, arrange, revise, and present ideas effectively.
2. Employ and document credible sources of information.
3. Use diction, grammar, and sentence structure appropriate to audience and occasion.

BOARD POLICY – SEXUAL HARASSMENT**Policy**

St. Clair County Community College (the “College”) is committed to maintaining a positive learning and working environment. In pursuit of this goal, the College will not tolerate acts of sexual harassment or related retaliation against or by any employee, student or other person on a College campus, using the College resources or otherwise affiliated with the College. This Policy (1) provides a general definition of sexual harassment and related retaliation; (2) prohibits sexual harassment and related retaliation; and (3) sets out procedures to follow when a member of the College community believes a violation of the Policy has occurred.

It is a violation of this policy to engage in retaliatory acts against any person who reports an incident of alleged sexual harassment, or testifies, assists or participates in a proceeding, investigation or hearing relating to such allegation of sexual harassment.

It is also a violation of this Policy for anyone acting knowingly and recklessly either to make a false complaint of sexual harassment or to provide false information regarding a complaint.

It is intended that individuals who violate this Policy be disciplined or subjected to corrective action, up to and including termination or expulsion.

Definitions

Sexual harassment consists of interaction between individuals of the same or opposite sex that is characterized by unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when: (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, living conditions and/or educational evaluation; (2) submission to or rejection of such conduct by an individual is used as the basis for tangible employment or educational decisions affecting such individual; or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile, or offensive working or educational environment.

Hostile environment sexual harassment is unwelcome sexual conduct that is sufficiently severe or pervasive that it alters the conditions of education or employment and creates an environment that a reasonable person would find intimidating, hostile or offensive. The determination of whether an environment is "hostile" must be based on all of the circumstances. These circumstances could include but not be limited to the frequency of the conduct, its severity, and whether it is threatening or humiliating. Robust discussion and debate are fundamental to the life of the College. Consequently, this policy shall be interpreted in a manner that is consistent with academic freedom.

Policies and Procedures

A. Obligation to Report

Anyone who believes that s/he has experienced or witnessed sexual harassment or related retaliation should promptly report such behavior to the ~~President's Delegate Vice President for Human Resources~~ (Title IX Officer) or the President of the College.

Any supervisor who receives a written or oral report or complaint of sexual harassment or related retaliation shall promptly report it to the ~~President's Delegate Vice President for Human Resources~~ (Title IX Officer) or the President of the College.

All reports or complaints shall be made as promptly as feasible after the occurrence.

B. Investigation Process

1. The ~~Vice President for Human Resources or President's Delegate~~ ("Investigating Officer") shall immediately commence and oversee an impartial investigation of any complaint brought under this Policy.
2. During its investigation, the College will attempt to respect requests for confidentiality, provided such request does not prevent the College from responding effectively to the harassment or preventing harassment of others.
3. The Investigating Officer shall advise the complainant and respondent of the resolution of any investigation conducted under this Policy.
4. In all cases, the ~~President's Delegate Vice President of Human Resources~~ or the President of the College shall retain the results of any investigation for a minimum of three (3) years or for as long as any administrative or legal action arising out of the complaint is pending.

C. Response

Upon completion of the investigation, the ~~President's Delegate Vice President of Human Resources~~ or the President of the College shall take prompt and appropriate corrective action calculated to

1. end any harassment that might have been occurring,
2. eliminate any hostile environment, if one has been created, and
3. prevent harassment from occurring again.

Approved by the Board of Trustees: June 8, 1989

Revised: November 13, 2008

First Reading: December 11, 2025

Second Reading: March 12, 2026

BOARD POLICY – COMMUNICABLE DISEASES**Policy**

The Board of Trustees of St. Clair County Community College recognizes its responsibility to take those reasonable and necessary steps to minimize the spread of communicable disease among its staff and students. Towards this end the College will work cooperatively with state and local officials to adhere to applicable public health code.

Administration

1. For purposes of this policy, the College **President** designates the **office of the Crisis Team Committee** to be responsible for its application and enforcement.
2. In the event that any staff member, student or administrator believes that a health condition involving a communicable disease exists which would provide a health threat to students or employees of the College, such problem or condition shall be reported to the **office of the Crisis Team Committee**.
3. The **office of the Crisis Team Committee** shall refer any such reports to the Health Department for recommendation(s) for action.
4. All information regarding the health concern shall be handled confidentially except where required to be disclosed by law.

Approved by the Board of Trustees: May 14, 1992

Revised: November 19, 2009

First Reading: December 11, 2025

Second Reading: March 12, 2026

BOARD POLICY – CHARITABLE CONTRIBUTIONS SOLICITATION**Policy**

The Board of Trustees of St. Clair County Community College, in order to protect its employees, students and operations, desires to limit the frequency of charitable solicitations on campus. The following criteria must be met before a charity may solicit on campus or for payroll deductions from contributing college personnel.

Administration

For payroll deduction, the charity shall meet each and all of the following criteria:

1. Have a home office in St. Clair County which is open and operates at least 30 hours per week and whose employees are responsible for solicitations;
2. Expend annually 80% of its receipts for uses and services within St. Clair County;
3. May not exclude any resident of St. Clair County from its membership or potential benefit of service;
4. Shall not permit commissions or fees paid to any person or group for doing solicitations;
5. Prepare and file an application which shall state and affirm the compliance with the items set forth herein and agreeing to comply with such procedures. Application shall include a statement of the charitable purposes of the organization and a copy of the organization IRS qualification form.

~~6. A minimum of 25 employees must be participants in a payroll deduction plan.~~

For charitable solicitation:

Charitable solicitations for organizations sponsored by the College, College clubs or College groups for civic purposes must be reviewed and receive prior approval by administration.

Approved by the Board of Trustees: September 10, 1992

Revised: November 19, 2009

First Reading: December 11, 2025

Second Reading: March 12, 2026

BOARD POLICY – TOBACCO-FREE CAMPUS**Policy**

The Board of Trustees of St. Clair County Community College recognizes the health dangers created by smoking and hereby prohibits the use of any tobacco products whether smoking, chewing, **vaping** or otherwise, anywhere on the St. Clair County Community College campus, including buildings, sidewalks, parking lots, building entrances, common areas and in College-owned vehicles.

Administration

Effective August 1, 2014, St. Clair County Community College and its campus shall become a tobacco-free campus. Therefore, effective August 1, 2014, no person shall use any tobacco products whether smoking, chewing, **vaping** or otherwise, anywhere on the St. Clair County Community College campus, including buildings, sidewalks, parking lots, building entrances, common areas and in College-owned vehicles. This policy is adopted by the Board of Trustees to protect the health, safety and welfare of the College faculty, employees, students and visitors.

For those employees who wish to discontinue smoking, **chewing, vaping or otherwise**, the College will provide assistance through its **Human Resources Office. Wellness Program.**

Approved by the Board of Trustees: April 8, 1993

Revised: February 18, 2010

First Reading: September 12, 2013

Second Reading: October 10, 2013

Revised: November 14, 2013

First Reading: December 11, 2025

Second Reading: March 12, 2026