



Office of the President

**JUNE 16, 2021
MONTHLY MEETING OF
THE BOARD OF TRUSTEES**

The monthly meeting of the Washtenaw Community College Board of Trustees will begin at 6:00 pm on June 16, 2021. This meeting will be held in the Towsley Auditorium at the Morris Lawrence Building.

The June 16, 2021 monthly Washtenaw Community College Board of Trustees meeting that would normally be held in the Morris Lawrence Building's Room 150 will instead be held in the Morris Lawrence Building's Towsley Auditorium (across the hall from Room 150). The Room change is in response to COVID-19 related health and safety issues and will provide for a safer setting for those in attendance. Appropriate distancing will be enforced, and masks will be required.

The Washtenaw Community College Board of Trustees will provide necessary and reasonable aids and services to individuals with disabilities who desire information by contacting Vanesa Brooks, Chief of Staff and Director of President and Board Affairs - vbrooks@wccnet.edu or 734-973-3491 by 1:00 pm prior to the start of the meeting.

**WASHTENAW COMMUNITY COLLEGE
MONTHLY MEETING OF THE BOARD OF TRUSTEES
6:00 P.M. – JUNE 16, 2021
TOWSLEY AUDITORIUM – MORRIS LAWRENCE BUILDING**

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Board of Trustees
Washtenaw Community College

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject
Approval of Minutes

Date
June 16, 2021

RECOMMENDATION

That the Board of Trustees approve the minutes of the May 25th Monthly Meeting as submitted.

Prepared by: Vanessa Brooks
Title: Chief of Staff and Director of
President and Board Affairs

Recommended by: *Rose B. Bellanca, Ed.D.*
Rose B. Bellanca, President

MINUTES
WASHTENAW COMMUNITY COLLEGE
MONTHLY MEETING OF THE BOARD OF TRUSTEES
TUESDAY, MAY 25, 2021

CALL TO ORDER

The Monthly Meeting of the Board of Trustees of Washtenaw Community College was called to order by Chair William G. Milliken, Jr. at 6:03 pm on May 25, 2021 in Towsley Auditorium, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

Present: Chair William G. Milliken, Jr., Vice Chair Angela Davis, Treasurer David DeVarti, Secretary Ruth Hatcher and Trustee Christina Fleming, Trustee Dr. Richard J. Landau (*arrived at 6:07 p.m.*) and Trustee Diana McKnight-Morton

Approval of Agenda (Action)

It was moved by Trustee McKnight-Morton and seconded by Secretary Hatcher that the Board approve the agenda for the May 25th Monthly Meeting. The motion was adopted.

Approval of Minutes (Action)

It was moved by Secretary Hatcher and seconded by Treasurer DeVarti that the Board approve the minutes of the April 27th Monthly Meeting as submitted. The motion was adopted.

CITIZEN PARTICIPATION

WCC Education Association

Ms. Julie Kissel, English and College Readiness faculty member and WCCEA President was appreciative for the Commencement Parade that allowed her along with other families to celebrate commencement. Lastly, she mentioned looking forward to welcoming colleagues back to campus.

Public Comments

There were no public comments.

Written Communications

There was one communication received.

SPECIAL REPORTS

Curriculum and Assessment Update

Ms. Lisa Veasey, WCC English Faculty and Curriculum Committee Chair shared with the Board a three comparison of master syllabi and additionally new courses, course changes and three year reviews completed.

Mr. Shawn Deron, Motorcycle Faculty and Assessment Chair reminded the Board that this was the last year of the Assessment Academy. Lastly, he mentioned that the committee's next focus will be general education assessment.

Call to order

Approval of Agenda (Action)

Approval of Minutes (Action)

CITIZEN PARTICIPATION

WCC Education Association
WCC Education Association

Public Comments

Written Communications

SPECIAL REPORTS

Curriculum and Assessment Update

Strategic Plan Goals and Accomplishments for 2020- 21

President Bellanca started off the presentation by thanking the faculty and staff for their forethought and dedication to the goals and implementation of the strategic plan.

Dr. Julie Morrison, Executive Director of Institutional Effectiveness, Planning and Accreditation gave the Board a brief overview of the Strategic Plan process from implementation until now.

Ms. Christine Mihaly, Associate Vice President of Human Resources spoke to the Board about the holistic and comprehensive health and wellness programs that the college is currently has and plans to implement in the future.

Ms. Linda Blakey, Executive Vice President of Student and Academic Services, informed the Board of the wrap around services that have been implemented to increase retention and success as well as student wellness.

Mr. Peter Leshkevich, Director of Student Development and Activities briefly spoke to the Board about student success, retention and recruitment strategies which includes an esports team.

Mr. Peter Baccile, Executive Director of Online Education and Media Tech Services explained to the Board the program implementaton and services that have been and will be done in the future to create a complete online campus experience for WCC Students.

Mr. Brandon Tucker, Associate Vice President of Workforce and Community Development talked to the Board about the initiatives that have helped expand apprenticeships and incorporated internship opportunities for degree credit students.

Dr. Michelle Mueller, Vice President of Economic and Community Development spoke to the Board how the college is being positioned as a Smart Cities technology and training leader.

Mr. William Johnson, Executive Vice President and Chief Financial Officer explained to the Board the steps that the College has taken to become carbon neutral by 2030.

Mr. Phillip Snyder, Associate Vice President of Advancement spoke to the Board on how the College is pursing grants that align to WCC's mission and strategic plan.

Dr. Kimberly Hurns, Executive Vice President of Instruction and Academic Affairs ended the presentation for the Board on how the college is positioning itself as a destination for STEAM education.

REPORTS

Personnel Recommendations (Action)

It was moved by Vice Chair Davis and seconded by Secretary Hatcher that the Board approve the personnel recommendations as submitted. The motion was adopted.

REPORTS

**Personnel
Recommendations
(Action)**

Financial Reports (April 2021) (Action)

It was moved by Trustee McKnight-Morton and seconded by Secretary Hatcher that the Board receive the Financial Reports for April 2021 as follows: General Fund, Deferred Maintenance Fund, Capital Fund, and Combined Schedule of Investments-All Funds. The motion was adopted.

Facilities Development Report

Mr. William Johnson, Executive Vice President and Chief Financial Officer informed the Board that the TI window replacement project is on schedule to be completed in late June. Lastly, he mentioned that the TI waterproofing and windows replacement project is complete.

REMARKS

Remarks from Members of the Board of Trustees

There were no comments from Trustees.

President's Remarks

President Bellanca thanked Ms. Kathy Currie and her team, EVP's Blakey and Hurns and their teams, the facilities and grounds staff, Patrick Downey and his team, Pete Leshvich and his team, Shana Barker and the numerous other faculty and staff that assisted in helping make the Commencement Parade a success. She also thanked Trustees McKnight-Morton and Fleming for attending.

OLD BUSINESS

Explorance /Blue Experience Management Platform Contract (Action)

It was moved by Vice Chair Davis and seconded by Secretary Hatcher that the Board approve a 3-year contract for Explorance Blue feedback/course evaluation software not to exceed \$152, 048.19 (\$50,682.73 billed annually) with annual renewal options.

A roll call vote was taken: Chair Milliken; yes, Vice Chair Davis; yes, Treasurer DeVarti; yes, Secretary Hatcher; yes, Trustee Fleming; yes, Trustee Landau; yes and Trustee McKnight-Morton; yes. The motion was adopted.

Award of Dining Services Contract (Action)

It was moved by Treasurer DeVarti and seconded by Vice Chair Davis that the Board appoint Creative Dining Services as the provider of dining services on the first floor of the Student Center Building for the period of June 1, 2021 through May 31, 2026 with one optional five-year renewal.

A roll call vote was taken: Chair Milliken; yes, Vice Chair Davis; yes, Treasurer DeVarti; yes, Secretary Hatcher; yes, Trustee Fleming; yes, Trustee Landau; yes and Trustee McKnight-Morton; yes. The motion was adopted.

**Financial Reports
(April 2021) (Action)**

**Facilities Development
Report**

REMARKS

**Remarks from
Members of the Board
of Trustees**

President's Remarks

OLD BUSINESS

**Explorance /Blue
Experience
Management Platform
Contract (Action)**

**Award of Dining
Services Contract
(Action)**

DTE MiGreen Power Contract (Action)

It was moved by Vice Chair Davis and seconded by Trustee McKnight-Morton that the Board approve a 10-year contract with DTE Energy to purchase renewable electric power through DTE's MiGreen Power agreement, commencing in 2023 with terms and provisions as outlined to the Board.

A roll call vote was taken: Chair Milliken; yes, Vice Chair Davis; yes, Treasurer DeVarti; yes, Secretary Hatcher; yes, Trustee Fleming; yes, Trustee Landau; yes and Trustee McKnight-Morton; yes. The motion was adopted.

Approval of the Proposed 2021-22 Budget (Action)

It was moved by Trustee McKnight-Morton and seconded by Vice Chair Davis that the Board approve the 2021-22 Budget Plans as submitted.

A roll call vote was taken: Chair Milliken; yes, Vice Chair Davis; yes, Treasurer DeVarti; yes, Secretary Hatcher; yes, Trustee Fleming; yes, Trustee Landau; yes and Trustee McKnight-Morton; yes. The motion was adopted.

Resolution to Approve the 2021-22 Tax Levy Rate for General Operations (Action)

It was moved by Treasurer DeVarti and second by Vice Chair Davis that the Board approve the 2021-22 Tax Levy of 3.3759 mills for operations, as submitted. The 3.3759 mills will generate approximately \$63,491,587 of tax revenue.

A roll call vote was taken: Chair Milliken; yes, Vice Chair Davis; yes, Treasurer DeVarti; yes, Secretary Hatcher; yes, Trustee Fleming; yes, Trustee Landau; yes and Trustee McKnight-Morton; yes. The motion was adopted.

NEW BUSINESS

Crane Liberal Arts Building Roofing Restoration

Mr. William Johnson, Executive Vice President and Chief Financial Officer explained to the Board the need for the roof restoration for the Crane and Liberal Arts Building Roof.

Business Educational Building Entryway Door Replacements

Mr. William Johnson, Executive Vice President and Chief Financial Officer briefed the Board on the need for the entry door replacements for the Business Education Building.

Parking Lots 4 and 6 Resurfacing

Mr. William Johnson, Executive Vice President and Chief Financial Officer informed the Board on the need for parking lot 4 and 6 resurfacing.

DTE MiGreen Power Contract (Action)

Approval of the Proposed 2021-22 Budget (Action)

Resolution to Approve the 2021-22 Tax Levy Rate for General Operations (Action)

NEW BUSINESS

Crane Liberal Arts Building Roofing Restoration

Business Educational Building Entryway Door Replacements

Parking Lots 4 and 6 Resurfacing

Revision to 2021 Schedule of Monthly Board Meetings (Action)

It was moved by Trustee McKnight-Morton and seconded by Trustee Landau that the Board revise their 2021 Schedule of Monthly Board Meetings and hold the June Monthly Meeting on June 16, 2021 at 6:00 p.m. in Towsley Auditorium. The motion was adopted.

Adjournment of Monthly Meeting and Go Into Closed Session (Action)

It was moved by Trustee Landau and seconded by Trustee McKnight-Morton that the Board move to adjourn the Monthly Meeting and move into closed session to discuss a periodic personnel evaluation. A roll call vote was taken: Chair Milliken; yes, Vice Chair Davis; yes, Treasurer DeVarti; yes, Secretary Hatcher; yes, Trustee Fleming; yes, Trustee Landau; yes and Trustee McKnight-Morton; yes. The motion was adopted. The meeting was adjourned at 8:28 pm.

Respectfully submitted,

Ruth Hatcher
Secretary

William G. Milliken, Jr.
Chair

**Revision to 2021
Schedule of Monthly
Board Meetings
(Action)**

**Adjournment of
Monthly Meeting and
Go Into Closed Session
(Action)**

Board of Trustees

Washtenaw Community College

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject
Personnel Recommendations

Date
June 16, 2021

RECOMMENDATION

That the Board of Trustees approve the personnel recommendations as submitted.

Prepared by: Christine Mihaly
Title: Associate Vice President
Human Resources

Recommended by: 
Rose B. Bellanca, President

PERSONNEL RECOMMENDATIONS

June 2021

Instruction – Faculty & Administration

Part-Time New Hires

Professional Faculty

Juan Diaz, Mathematics & Engineering Studies, \$906 per course contact hour

Michael Geiger, Business, \$906 per course contact hour

Michael Suhr, Business, \$906 per course contact hour

Cassandra Seger, Radiography, \$906 per course contact hour

Kristina Nestor-Walker, Medical Billing & Coding, \$906 per course contact hour

Independent Staff

Jennifer Engels, Student Success Coach, \$22.22 hourly

Nikol Ray, Student Success Coach, \$22.22 hourly

Support Staff

Grace Kaufer, Welding & Fabrication Support Staff, \$13.10 hourly

Student & Academic Services

Part-Time New Hires

Support Staff

Dana Shue, Admissions Clerk II, \$15.06 hourly

Independent Staff

David Pasko, Campus Resource Officer, \$24.21 hourly

Anthony Mitrano, Public Safety Dispatcher, \$14.94 hourly

Jibril Naeem, Public Safety Officer, \$14.94 hourly

Full-time Employment Ending

Kimberly Groce, Professional Counselor with twenty-two (22) years of service

President

Full-Time New Hires

Terry Barnes, Chief Financial Officer, \$170,000 annual

Replacement

Workforce & Community Development

Part-Time New Hires

Professional Faculty

Casey Opsal, Public Service Training Professional Service, \$36.60 hourly

Marketing and Communication

Full-Time New Hires

Cortez Strickland, Marketing Manager, \$60,000 annual

Replacement

Full-time Employment Ending

Amanda McCarthy, Graphic Designer with four (4) years of service

Jessica Ristic, Graphic Design Specialist with three (3) years of service

Economic & College Development

Full-time Employment Ending

Anthea Schroeder, JATC669 Technical Writer & Instructional Designer with eighteen (18) years of service

Facilities Management

No Report

Human Resources

No Report

Advancement

No Report

Finance

No Report

Board of Trustees
Washtenaw Community College

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject
2021 – 22 Appointment of the President and Chief Executive Officer

Date
June 16, 2021

RECOMMENDATION

That the Board of Trustees extend the appointment of Dr. Rose B. Bellanca as President and Chief Executive Officer to June 30, 2024 and that she be granted two additional weeks of vacation in each year of her contract term and that the Chair of the Board of Trustees be authorized to sign a contract with Dr. Bellanca on behalf of the Board.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Larry Barkoff
Title: General Counsel

Recommended by: *Rose B. Bellanca Ed.D.*
Rose B. Bellanca, President

Board of Trustees
Washtenaw Community College

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject:
2021-22 Independent Staff Salary Range Table

Date:
June 16, 2021

RECOMMENDATION

That the Board of Trustees approve the 2021-2022 Independent Staff Salary Range Table as submitted.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Christine Mihaly
Title: Associate Vice President
Human Resources

Recommended by: *Rose B. Bellanca Ed.D.*
Rose B. Bellanca, President

Washtenaw Community College

~~2019-2020~~

Independent Staff Salary Range Table

~~Effective July 1, 2019~~

Grade	Min	Mid	Max	<i>Part time Starting Rate</i>
101	\$31,071	\$39,588	\$48,127	\$14.94
102	\$37,924	\$48,352	\$58,780	\$18.23
103	\$40,947	\$52,206	\$63,464	\$19.69
104	\$46,212	\$58,920	\$71,627	\$22.22
105	\$50,359	\$64,809	\$78,781	\$24.21
106	\$55,457	\$70,705	\$85,954	\$26.66
107	\$63,534	\$81,008	\$98,478	\$30.54
108	\$75,094	\$95,741	\$116,393	\$36.11
109	\$82,024	\$104,578	\$128,181	\$39.43
110	\$88,949	\$113,408	\$137,871	\$42.76
111	\$99,356	\$126,682	\$154,003	\$47.78
201	\$32,067	\$40,887	\$49,701	\$15.42
202	\$39,060	\$49,803	\$60,544	\$18.78
203	\$42,172	\$53,770	\$65,367	\$20.28
204	\$49,675	\$63,334	\$76,992	\$23.88
205	\$58,338	\$74,385	\$90,429	\$28.05
206	\$65,853	\$83,960	\$102,073	\$31.66
207	\$73,362	\$93,534	\$113,710	\$35.27
208	\$80,870	\$103,109	\$125,346	\$38.88
209	\$88,570	\$112,924	\$137,282	\$42.58
210	\$96,269	\$122,743	\$149,215	\$46.27

Washtenaw Community College

2021-2022

Independent Staff Salary Range Table

Effective July 1, 2021

Grade	Min	Mid	Max	<i>Part time Starting Rate</i>
101	\$31,538	\$40,182	\$48,849	\$15.16
102	\$38,493	\$49,077	\$59,662	\$18.51
103	\$41,561	\$52,989	\$64,416	\$19.98
104	\$46,905	\$59,804	\$72,701	\$22.55
105	\$51,114	\$65,781	\$79,963	\$24.57
106	\$56,289	\$71,766	\$87,243	\$27.06
107	\$64,487	\$82,223	\$99,955	\$31.00
108	\$76,220	\$97,177	\$118,139	\$36.64
109	\$83,254	\$106,147	\$130,104	\$40.03
110	\$90,283	\$115,109	\$139,939	\$43.41
111	\$100,846	\$128,582	\$156,313	\$48.48
201	\$32,548	\$41,500	\$50,447	\$15.65
202	\$39,646	\$50,550	\$61,452	\$19.06
203	\$42,805	\$54,577	\$66,348	\$20.58
204	\$50,420	\$64,284	\$78,147	\$24.24
205	\$59,213	\$75,501	\$91,785	\$28.47
206	\$66,840	\$85,219	\$103,604	\$32.13
207	\$74,462	\$94,937	\$115,416	\$35.80
208	\$82,083	\$104,656	\$127,226	\$39.46
209	\$89,899	\$114,618	\$139,341	\$43.22
210	\$97,713	\$124,584	\$151,453	\$46.98

Washtenaw Community College
2021-2022
Independent Staff Salary Range Table
Effective July 1, 2021

Grade	Min	Mid	Max	Part time Starting Rate
101	\$31,538	\$40,182	\$48,849	\$15.16
102	\$38,493	\$49,077	\$59,662	\$18.51
103	\$41,561	\$52,989	\$64,416	\$19.98
104	\$46,905	\$59,804	\$72,701	\$22.55
105	\$51,114	\$65,781	\$79,963	\$24.57
106	\$56,289	\$71,766	\$87,243	\$27.06
107	\$64,487	\$82,223	\$99,955	\$31.00
108	\$76,220	\$97,177	\$118,139	\$36.64
109	\$83,254	\$106,147	\$130,104	\$40.03
110	\$90,283	\$115,109	\$139,939	\$43.41
111	\$100,846	\$128,582	\$156,313	\$48.48
201	\$32,548	\$41,500	\$50,447	\$15.65
202	\$39,646	\$50,550	\$61,452	\$19.06
203	\$42,805	\$54,577	\$66,348	\$20.58
204	\$50,420	\$64,284	\$78,147	\$24.24
205	\$59,213	\$75,501	\$91,785	\$28.47
206	\$66,840	\$85,219	\$103,604	\$32.13
207	\$74,462	\$94,937	\$115,416	\$35.80
208	\$82,083	\$104,656	\$127,226	\$39.46
209	\$89,899	\$114,618	\$139,341	\$43.22
210	\$97,713	\$124,584	\$151,453	\$46.98

Board of Trustees
Washtenaw Community College

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject:
2021-22 Independent Staff Salary Adjustments

Date:
June 16, 2021

RECOMMENDATION

That the Board of Trustees approve a 1.5% adjustment to the Independent Staff salary and wage rates for the 2021-22 fiscal year.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Christine Mihaly
Title: Associate Vice President
Human Resources

Recommended by: *Rose B. Bellanca G.D.*
Rose B. Bellanca, President

Board of Trustees
Washtenaw Community College

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject:
2021-22 Part-Time Staff and Coaches Wage Rates

Date:
June 16, 2021

RECOMMENDATION

That the Board of Trustees approve the 2021-2022 Part-Time Support Staff and Club Sports Coaches Salary as submitted.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Christine Mihaly
Title: Associate Vice President
Human Resources

Recommended by: *Rose B. Bellanca Ed.D.*
Rose B. Bellanca, President

**WASHTENAW COMMUNITY COLLEGE
PART-TIME STAFF & COACHES
WAGE RATES
2020 – 2021-2021 - 2022**

Effective: ~~July 1, 2020~~ July 1, 2021

Support Staff Workers

<u>Initial Hourly Wage Rate</u>	<u>Level I Support Staff</u>	<u>Level II</u>	<u>Student Worker</u>
	\$13.10 \$15.00	\$15.06 \$15.29	\$11.39 \$15.00
		<i>Level II classification to be eliminated July 1, 2021. Current Level II Staff will be grandpersoned at the rate listed</i>	

Criteria for placement at Level II:

Skills and Experience

~~A Supervisor may assign level II status to staff that exceed the minimum experience and skills required to perform the job.~~

Student Workers:

For placement in this wage category, the student must be registered at WCC in the current semester and can be assigned to work only when classes are in session. FICA and Michigan Public School Employees Retirement System (MPSERS) deductions are not withheld from Student Workers.

Club Sport Coaches

Season Salary

Baseball- Men's	\$2,998
Basketball- Men's	\$4,200
Basketball- Women's	\$4,200
Cross Country	\$1,499
Dance- Women's	\$4,126
Soccer- Men's	\$2,998
Soccer- Women's	\$2,998
Softball- Women's	\$2,998
Volleyball- Men's	\$2,939
Volleyball- Women's	\$2,939
eSports (added)	\$2,998

TUITION GRANT FOR PART-TIME SUPPORT STAFF

Tuition grants are available to eligible* part-time support staff who elect to enroll in any Washtenaw Community College course for which they qualify. Tuition grants are limited to three (3) credit hours in any one semester/session. The Office of Human Resource Management shall provide authorization to eligible part-time support staff for registration of classes.

A course must be taken to full term; if a course is not completed in full the employee shall reimburse the College for tuition and any other sums granted on his/her behalf.

* Eligibility: Does not apply to Student Workers. Part time Level I and II staff shall have provided service over a period of six (6) months in a support position.

Part-time employees are at-will and employment may be terminated at any time by either the College or the employee.

ADA/EEO/Title IX/Section 504

Washtenaw Community College does not discriminate on the basis of religion, race, color, national origin, age, sex, height, weight, marital status, disability, veteran status, or any other protected status as provided for and to the extent required by federal and state statutes. Nor does the college discriminate on the basis of sexual orientation, gender identity or gender expression.

Questions and inquiries should be directed as follows: **Facility access inquiries:** V.P. for Facilities, Grounds and Campus Safety, PO 112, 734-677-5322; **Employment compliance inquiries:** V.P. for Human Resources, BE 120, 734-973-3497; **Title IX or ADA/504 inquiries related to programs and services:** V.P. for Student and Academic Services, SC247, 734-973-3536.

**WASHTENAW COMMUNITY COLLEGE
PART-TIME STAFF & COACHES
WAGE RATES
2021 - 2022**

Effective: July 1, 2021

Support Staff

<u>Initial Hourly Wage Rate</u>	<u>Support Staff</u>	<u>Student Worker</u>
	\$15.00	\$15.00

Student Workers:

For placement in this wage category, the student must be registered at WCC in the current semester and can be assigned to work only when classes are in session. FICA and Michigan Public School Employees Retirement System (MPERS) deductions are not withheld from Student Workers.

Club Sport Coaches

Season Salary

Baseball- Men's	\$2,998
Basketball- Men's	\$4,200
Basketball- Women's	\$4,200
Cross Country	\$1,499
Dance- Women's	\$4,126
Soccer- Men's	\$2,998
Soccer- Women's	\$2,998
Softball- Women's	\$2,998
Volleyball- Men's	\$2,939
Volleyball- Women's	\$2,939
eSports	\$2,998

TUITION GRANT FOR PART-TIME SUPPORT STAFF

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Board of Trustees
Washtenaw Community College

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject:
2021-22 Part-Time Faculty Wage Rates

Date:
June 16, 2021

RECOMMENDATION

That the Board of Trustees approve the attached 2021-2022 Part-Time Faculty Wage Rates as submitted.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Christine Mihaly
Title: Associate Vice President
Human Resources

Recommended by: *Rose B. Bellanca G.D.*
Rose B. Bellanca, President

**WASHTENAW COMMUNITY COLLEGE
PART- TIME FACULTY
WAGE RATES
~~2020-2021~~ 2021 - 2022**

Effective: ~~Fall Semester 2020~~ Fall Semester 2021

A. Wage Rate and Load Assignment

1. Professional Instructor (Non-Adjunct)

~~\$906~~ \$920 per one (1) course contact hour

*The course contact hour divided by 15 equals the clock hour rate (i.e., ~~\$906/15 = \$60.40~~)
(i.e., $\$920/15 = \61.33)*

Normally a three (3) credit hour course in either Fall or Winter Semester would typically equal three (3) course contact hours. Non-teaching assignments shall be at the Professional Services Personnel rates below.

2. Professional Instruction (Adjunct)

~~\$963~~ \$977 per one (1) course contact hour

*The course contact hour divided by 15 equals the clock hour rate (i.e., ~~\$963/15 = \$64.20~~)
(i.e., $\$977/15 = \65.15)*

Normally a three (3) credit hour course in either Fall or Winter Semester would typically equal three (3) course contact hours. Non-teaching assignments shall be at the Professional Services Personnel rates below.

3. WCC Retired Professional Instructor and Retired Administrator

~~\$1,169~~ \$1,187 per one (1) course contact hour

*The course contact hour divided by 15 equals the clock hour rate (i.e., ~~\$1,169/15 = \$77.93~~)
(i.e., $\$1,187/15 = \79.13)*

A full-time professional instructor or administrator, who retires after a minimum of fifteen (15) years of service at WCC, requests and is granted emeritus teaching status, shall be placed in this wage classification.

4. WCC Retired Professional Counselor and Librarians

Maximum hours per week are twenty (20).

~~\$49.38~~ \$50.12 per clock hour worked

A full-time professional counselor or librarian, who retires after a minimum of fifteen (15) years of service at WCC, requests and is granted emeritus teaching status, shall be placed in this wage classification.

5. Counselor, Librarian, Professional Service Personnel

Maximum hours per week are twenty (20).

~~\$36.60~~ \$37.15 per clock hour worked

6. Classified Faculty

Hourly Rate

Maximum hours per week are twenty (20).

a.) Laboratory Assistant	\$20.38	\$20.69
b.) Student Advisor	\$22.08	\$22.41
c.) Clinical Instructor		
2 & 3 years related work experience	\$35.41	\$35.94
4 years and over related work experience	\$36.87	\$37.42

B. Credentials

Required credentials for part-time faculty teaching general education courses include a Master's degree in the area of teaching, or a Master's degree with a minimum of 18 graduate credit hours in the discipline taught. Required credentials for part-time faculty teaching career and technical education certificate and occupational degree programs include a Bachelor's degree in the field and/or combination of education, training and tested experience.

ADA/EEO/Title IX/Section 504

Washtenaw Community College does not discriminate on the basis of religion, race, color, national origin, age, sex, height, weight, marital status, disability, veteran status, or any other protected status as provided for and to the extent required by federal and state statutes. Nor does the college discriminate on the basis of sexual orientation, gender identity or gender expression.

Questions and inquiries should be directed as follows: **Facility access inquiries:** V.P. for Facilities, Grounds and Campus Safety, PO 112, 734-677-5322; **Employment compliance inquiries:** V.P. for Human Resources, BE 120, 734-973-3497; **Title IX or ADA/504 inquiries related to programs and services:** V.P. for Student and Academic Services, SC247, 734-973-3536.

**WASHTENAW COMMUNITY COLLEGE
PART- TIME FACULTY
WAGE RATES
2021 - 2022**

Effective: Fall Semester 2021

A. Wage Rate and Load Assignment

1. Professional Instructor (Non-Adjunct)

\$920 per one (1) course contact hour

The course contact hour divided by 15 equals the clock hour rate (i.e., $\$920/15 = \61.33)

Normally a three (3) credit hour course in either Fall or Winter Semester would typically equal three (3) course contact hours. Non-teaching assignments shall be at the Professional Services Personnel rates below.

2. Professional Instruction (Adjunct)

\$977 per one (1) course contact hour

The course contact hour divided by 15 equals the clock hour rate (i.e., $\$977/15 = \65.15)

Normally a three (3) credit hour course in either Fall or Winter Semester would typically equal three (3) course contact hours. Non-teaching assignments shall be at the Professional Services Personnel rates below.

3. WCC Retired Professional Instructor and Retired Administrator

\$1,187 per one (1) course contact hour

The course contact hour divided by 15 equals the clock hour rate (i.e., $\$1,187/15 = \79.13)

A full-time professional instructor or administrator, who retires after a minimum of fifteen (15) years of service at WCC, requests and is granted emeritus teaching status, shall be placed in this wage classification.

4. WCC Retired Professional Counselor and Librarians

Maximum hours per week are twenty (20).

\$50.12 per clock hour worked

A full-time professional counselor or librarian, who retires after a minimum of fifteen (15) years of service at WCC, requests and is granted emeritus teaching status, shall be placed in this wage classification.

5. Counselor, Librarian, Professional Service Personnel

Maximum hours per week are twenty (20).

\$37.15 per clock hour worked

6. Classified Faculty

Hourly Rate

Maximum hours per week are twenty (20).

a.) Laboratory Assistant	\$20.69
b.) Student Advisor	\$22.41
c.) Clinical Instructor	
2 & 3 years related work experience	\$35.94
4 years and over related work experience	\$37.42

B. Credentials

Required credentials for part-time faculty teaching general education courses include a Master's degree in the area of teaching, or a Master's degree with a minimum of 18 graduate credit hours in the discipline taught. Required credentials for part-time faculty teaching career and technical education certificate and occupational degree programs include a Bachelor's degree in the field and/or combination of education, training and tested experience.

ADA/EEO/Title IX/Section 504

Washtenaw Community College does not discriminate on the basis of religion, race, color, national origin, age, sex, height, weight, marital status, disability, veteran status, or any other protected status as provided for and to the extent required by federal and state statutes. Nor does the college discriminate on the basis of sexual orientation, gender identity or gender expression.

Questions and inquiries should be directed as follows: **Facility access inquiries:** V.P. for Facilities, Grounds and Campus Safety, PO 112, 734-677-5322; **Employment compliance inquiries:** V.P. for Human Resources, BE 120, 734-973-3497; **Title IX or ADA/504 inquiries related to programs and services:** V.P. for Student and Academic Services, SC247, 734-973-3536.

Board of Trustees
Washtenaw Community College

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject:
2021-22 Department Chair Appointments

Date:
June 16, 2021

RECOMMENDATION

That the Board of Trustees approve the attached 2021-2022 Faculty Department Chair appointments.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Christine Mihaly
Title: Associate Vice President
Human Resources

Recommended by: *Rose B. Bellanca Ed. D.*
Rose B. Bellanca, President

Department Chairs 2021-2022

Advanced Technologies and Public Service Careers

- Advanced Manufacturing Technology: Allan Coleman & Tom Penird
- Transportation Tech: Michael Duff & Rocky Roberts
- HVAC: Brian Martindale
- Public Services Careers: Ruth Walsh
- Welding and Fabrication: Bradley Clink & Alex Pazkowski

Art & Science:

- Life Sciences: Anne Heise
- Mathematics & Engineering Studies: Larry David
- Physical Sciences: Susan Albach
- Behavioral Sciences: Starr Burke
- English & College Readiness: Carrie Krantz
- Humanities, Language and Arts: Elisabeth Thoburn
- Communication, Media & Theatre Arts: Allison Fournier
- Social Sciences: Gregg Heidebrink
- Chemistry: Tracy Schwab

Business and Computer Technologies

- Business: Douglas Waters
- Computer Information Systems: Cyndi Millns
- Digital Media Arts: Jason Withrow & Don Werthmann

Health Sciences

- Allied Health: Kristina Sprague
- Health Sciences: Kiela Samuels
- Nursing: Theresa Bucy

Board of Trustees

Washtenaw Community College

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject
Financial Reports - May 2021

Date
June 16, 2021

RECOMMENDATION

That the Board of Trustees receive the Financial Reports for May 2021 as follows: General Fund, Deferred Maintenance Fund, Capital Fund, and Combined Schedule of Investments- All Funds.

Prepared by: William Johnson
Title: Executive Vice President of Finance
and CFO

Recommended by: *Rose B. Bellanca, Esq.*
Rose B. Bellanca, President

Financial Narrative

May 2021

The financial narrative discusses the financial operating performance of Washtenaw Community College for fiscal year 2020-21, the eleven months ended May 31, 2021.

Revenue

As of May 31, 2021, Total Revenues were \$103.8 million; Total Expenditures and Operating Transfers were \$91.7 million. Revenues in total are behind the expected budget for the first eleven months by approximately \$2.9 million.

Spring Tuition revenue is ahead of the year-to-date budget by approximately \$394,000 with both headcount and credit hour enrollments exceeding budget assumptions. The Spring Tuition revenue amount includes 65% of the tuition revenue billed through May for the Spring/Summer term (an estimate of what will be earned in this fiscal year), along with \$1.7 million of tuition revenue that was earned for the prior 2020 Spring/Summer term. For fiscal year 2020-21 in total, tuition and fees remain approximately \$3.1 million below budget.

While the College budgeted for an approximate 10% decrease in its annual State Aid appropriation (similar to the decrease in fiscal year 2019-20), the State approved budget restored the College's annual appropriation to the pre-reduction levels of fiscal year 2019-20. The College will therefore show a growing positive variance to budget throughout fiscal year 2020-21. We expect this positive variance to grow to approximately \$1.4 million by the end of the fiscal year.

Receipts for Local Government Taxes are \$57.7 million through May, which represents 98 percent of the total budgeted revenue from property taxes. This is on pace with the expected collections through the first eleven months of the fiscal year and is a positive indication that we will meet, if not exceed, the budgeted amount of tax revenue for the year.

As noted on the accompanying Statement of Revenues and Expenditures, the Auxiliary Activities and Other sections of revenue are \$465,000 and \$506,000 under budget, respectively. The COVID-19 pandemic continues to have a significant impact on a number of other revenue areas for the College. Contract training and community enrichment courses have shifted to online class offerings when possible but enrollments have fallen behind budget for the first quarter. Additionally, conference center events remain cancelled.

Expenditures

Total Expenditures through May 31, 2021, represent 82 percent of the budgeted expenditures for the fiscal year. Overall expenditures are approximately \$7.6 million less than what was expected through the first eleven months of the year. This variance is attributed to both personnel and non-personnel items. The positive personnel-related variance stems from vacancy savings in excess of budget as well as savings from part-time positions. Currently, the College is averaging 33 full time vacancies to budget. As the year progresses, the various divisions will show a positive variance to budget and the General Administrative category, which holds the budgeted vacancy savings, will reflect an over-budget condition. Part time personnel expenditures are running significantly below budget as the College continues to operate primarily in a remote environment with a very limited number of students on campus. Reduced on campus activities have similarly impacted Non-personnel expenditures, which are \$3.7 million below budget. At this time, we expect a large portion of these positive variances to be permanent.

Operating Transfers

The Health & Fitness Center revenue has been significantly impacted by the pandemic. The HFC was fully closed for July through mid-September and upon reopening over 4,500 members have either cancelled or bridged their membership. As a result, net revenue transfers to the College have been eliminated for the first eleven months of operations.

Non-operating Transfers

As initially approved by the Board of Trustees in December 2019 and increased May 2021, the \$10 million Morris Lawrence Building Renovation Capital Project has been funded with a transfer from the general fund.

Washtenaw Community College
 Revenues and Expenditures - General Fund
 Statement as of May 31, 2021

	Annual Budget	YTD Budget	YTD Actual	YTD Variance
REVENUES				
Tuition Fall	11,030,166	11,030,166	9,853,013	(1,177,154)
Tuition Winter	10,426,878	10,426,878	9,516,399	(910,479)
Tuition Spring	4,859,945	4,859,945	5,253,963	394,018
Student Fees	4,566,000	4,566,000	3,139,769	(1,426,231)
Total Tuition and Fees	30,882,989	30,882,989	27,763,143	(3,119,846)
Local Property Taxes	58,880,204	57,689,897	57,696,054	6,157
State Appropriations	14,045,232	12,668,963	13,923,328	1,254,365
Trade Partnerships	2,658,931	2,432,279	2,465,964	33,685
Investment Income	600,000	541,609	445,603	(96,005)
Other	1,930,845	1,753,531	1,247,297	(506,234)
Auxiliary Activities	786,850	779,058	304,023	(475,034)
Total Revenue	109,785,051	106,748,325	103,845,413	(2,902,913)
EXPENDITURES				
Humanities & Social Sciences	11,955,967	10,848,087	10,343,809	504,278
Math, Science & Engineering Technologies	9,640,093	8,651,167	8,509,204	141,963
Health Sciences	6,426,040	5,852,038	5,169,858	682,180
Business & Computer Technologies	7,679,318	7,011,225	6,212,553	798,672
Advanced Technologies & Public Service Careers	7,680,197	6,946,265	6,107,437	838,828
Continuing Education	734,874	540,077	328,066	212,011
Distance Learning	2,007,452	1,732,348	1,770,614	(38,267)
Instructional Support	14,854,731	13,410,280	11,052,929	2,357,351
Total Instruction	60,978,672	54,991,488	49,494,470	5,497,017
Student Services	9,777,210	8,406,785	6,736,991	1,669,793
Scholarships	1,474,458	1,210,620	1,180,454	30,166
Executive Management	2,133,753	1,920,116	1,529,221	390,894
General Admin - Institutional Services	4,276,488	3,579,130	5,847,953	(2,268,824)
MIS/Computer Services	8,614,540	7,841,127	7,674,673	166,454
Public Relations Development	3,068,425	2,715,729	2,212,637	503,092
Community Services	1,860,556	1,662,157	1,110,523	551,635
Physical Plant Operations	10,770,018	9,677,453	8,689,561	987,892
Utilities	2,089,700	1,787,525	1,744,109	43,417
Equipment	1,519,356	804,136	802,204	1,932
Total Non-Instruction	45,584,504	39,604,777	37,528,326	2,076,451
Total Expenditures	106,563,176	94,596,265	87,022,797	7,573,468
OPERATING TRANSFERS				
Repair & Maintenance	300,000	300,000	300,000	-
Technology Infrastructure Upgrade	1,450,000	1,450,000	1,450,000	-
Debt Retirement	1,221,875	1,225,675	1,225,675	-
Health & Fitness Center	(1,450,000)	(1,087,500)	-	(1,087,500)
Deferred Maintenance	1,500,000	1,500,000	1,500,000	-
Furniture	200,000	200,000	200,000	-
Total Operating Transfers	3,221,875	3,588,175	4,675,675	(1,087,500)
Total Expenditures and Operating Transfers	109,785,051	98,184,440	91,698,472	6,485,968
Operating Revenue Over Expenditures & Transfers	-	8,563,885	12,146,941	3,583,056
OTHER NON-OPERATING ACTIVITY				
Transfer to Plant Fund - Capital Projects	-	-	(10,000,000)	(10,000,000)
Unrealized Gain/(Loss) on Investment	-	-	(137,446)	(137,446)
Total Revenue over Expenditures & Transfers	-	8,563,885	2,009,494	(6,554,391)

Capital Fund
Project Summary
May 31, 2021

Project Category	Budget	Actuals	Commitment	Balance
Revenues				
State Appropriation CC - STEP Equipment	4,516,749	4,516,749	-	0
General Fund	16,055,178	16,055,178	-	0
Misc. Revenue		17,967		17,967
Total Revenues	\$ 20,571,927	20,589,894	-	17,967
Construction/Repair Projects				
MLB Building				
Renovations:				
MLB Renovations	10,000,000	405,391	8,858,739	735,870
Total MLB	10,000,000	405,391	8,858,739	735,870
Storage Receiving Building				
Renovations:				
SRB Addition	1,830,000	1,828,220	-	1,780
Total Storage Receiving Building	\$ 1,830,000	\$ 1,828,220	\$ -	1,780
Campus Wide				
System Improvements:				
Classroom & Lab access Control	570,802	570,742	-	60
CC - STEP Equipment	7,627,434	7,504,061	-	123,373
Campus Security System Upgrades	318,691	317,723	-	968
Classroom & Lab Access Control	225,000	224,080	-	920
Total Campus Wide	\$ 8,741,927	\$ 8,616,606	\$ -	125,321
Grand Total Construction/Repair Projects	\$ 20,571,927	\$ 10,850,217	\$ 8,858,739	\$ 862,971
Revenue Over (Under) Expenditures		\$ 9,739,677		

Washtenaw Community College
Deferred Maintenance Fund
May 31, 2021

Since inception of fund:

General Fund Transfers	21,300,000	
Completed projects	(18,635,939)	
Projects in process	(2,337,851)	
Uncommitted Fund Balance	326,211	326,211

Completed Projects:

Final Cost

Projects completed in prior years	15,919,165
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Current year completed projects:

EC Boiler Control & Valve Repl	60,016
EC RPLC Campus Cooling Twr	1,302,974
GM Fire Alarm Upgrade	85,083
GM Library Lighting Replacement	67,133
Campus Wide Parking Lot Repairs	183,344
Campus Wide Concrete Repairs	84,210
Men' Hot Tub Replacement	163,056
HFC Pool Resurfacing	95,449
FE West Brick & Tuck Pointing Rprs	64,427
EC Chiller Maintenance Overhaul	181,098
LA Fire Alarm Upgrade	116,331
Total of FY21 completed projects < \$50,000 each	313,653

Total Completed	18,635,939
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Projects in Process or scheduled to begin:

Allocated Budget

Campus Lighting Upgrades	120,000
Campus HVAC Repairs	177,857
ML Retention Pond Dredging	265,656
Campus Primary Heat Filtration	50,000
GL Renovations	90,000
GM Garden Level Lighting Rplcmnt	89,338
Tunnel Waterproofing	30,000
Campus Wide LED Upgrades	90,000
Parking Lot 7 Lighting Replacement	80,000
Tunnel Lighting	50,000
FY21 Campus Flooring Replacement	50,000
FE Lighting Replacement	100,000
ML Gun Range Roof Replacement	100,000
OE HVAC Replacements	255,000
GL Roof Restoration	180,000
SC - Mechanical Design	343,000
Restroom Renovation	70,000
Total of other projects < \$50,000 each	197,000

Total in Process	2,337,851
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**WCC Active Portfolio
Portfolio Management
Portfolio Summary
May 31, 2021**

Washtenaw Community College
4800 East Huron River Drive
Ann Arbor, MI 48105
(734)973-3300

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM/C 360 Equiv.	YTM/C 365 Equiv.
Federal Agency Coupon Securities	4,000,000.00	4,082,990.00	4,001,003.31	14.85%	2,071	1254	1.716	1.740
Treasury Discounts -Amortizing	7,500,000.00	7,499,975.00	7,499,644.80	27.84%	170	27	0.064	0.065
State of Michigan Bonds	4,000,000.00	4,087,233.00	4,011,197.42	14.89%	2,564	1341	1.974	2.002
Municipal Bonds	11,340,000.00	11,952,726.31	11,425,297.97	42.41%	3,013	1898	2.379	2.412
	26,840,000.00	27,622,924.31	26,937,143.50	100.00%	2,015	1,198	1.576	1.598

Investments

Total Earnings	Month Ending 5/31/21	Fiscal Year 2020 - 2021 To Date	Month Ending 5/31/20	Fiscal Year 2019 - 2020 To Date
Current Year	33,779.42	424,443.71	41,555.38	562,426.36
Average Monthly Balance - Long Term Invested Balance		26,419,495.59		26,367,705.27
Effective Rate of Return - Long Term Invested Balance		1.75%		2.33%

	6 Month	1 Year	5 Year	10 Year	20 Year
Treasury Yield Curve 5/31/2021	0.03%	0.05%	0.79%	1.58%	2.18%

Reporting period 05/01/2021-05/31/2021

Washtenaw Community College

Office of Facilities Management

FACILITIES DEVELOPMENT REPORT

June 2021

Capital Projects Update

Morris Lawrence Renovation Project

- Bid award approved by Board – P.O. written to Stenco Construction
- Construction December 2021 – June 2022

Student Center HVAC Renovation Project

- Continue with design/Field Investigation
- Design meetings continuing
- HVAC selections have been made
- Existing infrastructure investigations on going

Deferred Maintenance Project Update

1	GM Garden level lighting upgrades <i>FY21 \$85,000 replacing lighting and ceiling tiles</i>	Complete
2	SC Restroom Renovations <i>FY21 \$70,000 Update public area restrooms</i>	Design in Process
3	Parking Lot Lighting Repairs <i>FY21- ph1 \$80,000 – Replace lights with new LED fixtures</i>	Design in Process
4	Campus Wide Lighting upgrades (2% plan) <i>FY21 \$90,000 – Replace fluorescent lighting fixtures</i>	Ongoing
5	EC Tunnel Water Proofing repairs <i>FY21 \$30,000 – Utility tunnel is leaking ground water</i>	Phase 2 In progress
6	BE – Entry Door Replacement <i>FY21 \$180,000 – Replace all doors & closers</i>	Award in progress
7	Campus Flooring Replacement <i>FY21 \$50,000 Replace floors in various areas</i>	Award in progress
8	Campus Transformer Replacement <i>FY21 \$40,000 Replace transformers in lot 7 and DM flowers blding</i>	Design in progress
9	EC Tunnel Lighting <i>FY21 \$50,000 Replace light fixtures with LED</i>	Construction in progress
10	Campus – primary heat loop filtration <i>FY21 \$50,000 – install side stream filtration on heat loops</i>	Project Closeout
11	OE HVAC upgrades <i>FY21 \$255,000 Replace HVAC units in auto lab</i>	Design in progress
12	ML Gun Range Roof Replacement <i>FY21 \$100,000 – Replace / Repair identified areas from IR study</i>	Construction in progress

13	GL Roof Renovation <i>FY21 \$170,000 – Replace / Repair identified areas from IR study</i>	Awaiting Start Date
14	Campus Wide HVAC Repairs due to Recommissioning <i>FY20/21 \$145,000 – Replace failed components identified by Siemens</i>	Ongoing
15	L.A. Fire Alarm Panel Upgrades <i>FY21 \$80,000 / replace outdated fire control panels</i>	Complete
16	MLB Retention Pond Dredge & Treatment <i>FY21 \$260,000 – drainage issues</i>	Complete. Grading work in Summer 2021.
17	Campus Wide Roof Fall protection Study <i>FY21 \$30,000 – Rooftop safety improvements</i>	Material on order
18	Campus Wide Sidewalk Repairs <i>FY22 \$90,000 – Replaced damaged sidewalks and curbs as needed</i>	Awaiting Start Date
19	Parking lot 4 & 6 Repairs <i>FY22 \$298,640 – Mill and Cap</i>	Board Review

Campus Repair & Maintenance Projects Update

1	SEMCOG Non-Motorized Pathway <i>FY18 \$120,000 – WCC cost to support new grant funded pathway along HRD</i>	Complete
2	Campus Emergency Lights – wall packs <i>FY21 \$55,000 – replace nonfunctional emergency and outdated lights</i>	Ongoing
3	Campus Wide Elevator Upgrades <i>FY21 \$435,000 – upgrade safety controls in numerous elevators</i>	Equipment on order
4	GM HVAC Controls Migration to DDC <i>FY21 \$255,000 – update controls from outdated pneumatic</i>	Complete
5	TI Window Replacement – south / east side of building <i>FY21-22 \$550,000 – Replace windows and repair walls</i>	Project Closeout
6	Campus wide lock updates <i>FY21 \$20,000 – Replace outdated locks to standardize locks</i>	Material on order
7	SC Bird netting install <i>FY21 \$20,000 – Install bird netting various areas of SC building</i>	Complete
8	SC Kitchen folding gate replacement <i>FY21 \$14,000 – Install / Replace new security gate</i>	Material on order
9	Landscape improvements – campus wide <i>FY21 \$20,000 – Replace dead or dying shrubs / trees</i>	Ongoing
10	Refrigeration monitoring for HFC chiller <i>FY21 TBD – Install new refrigeration monitor for chiller room at HFC</i>	Out of Bid

Construction Contracts issued in the past 30 days exceeding \$20,000

- Flooring Technologies; TI Flooring Replacement; \$29,353
- Huron Valley Electric; LED Lighting Conversion Services; \$23,180
- Peter Basso Associates; OE Air Handling Unit Replacement Design; \$41,900
- Quorum Group LLC, dba Takeform; LA Wayfinding Project Phases 1 and 2; \$25,000
- T & M Asphalt Paving, Inc.; Lot 3 and Parking Structure Service Drive Sealing/Striping Services; \$28,520

Board of Trustees
Washtenaw Community College

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject:
Crane Liberal Arts Building Roofing Restoration

Date:
June 16, 2021

BACKGROUND

This project seeks to perform identified repairs and to install new EDPM rubber membrane to the roof of the Crane Liberal Arts Building.

Summer of 2020 WCC had contracted Tremco to conduct a complete roofing survey of all building on campus. One of the roofs that required repairs was the LA building (original portion, not the addition).

This project will remove and replace all identified "wet" areas (areas where water is getting below the built-up roof and membrane). It also included the install of new built up roof materials then coat the entire roof with a new 20-year warranty membrane. Funds exist within the Deferred Maintenance Fund to execute this project.

RECOMMENDATION

It is the recommendation that the Board of Trustees approve this repair contract with Duke Roofing in the amount not to exceed \$349,500.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: William Johnson
Title: Executive Vice President of Finance
and CFO

Recommended by: *Rose B. Bellanca Ed. D.*
Rose B. Bellanca, President

Board of Trustees
Washtenaw Community College

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject: Business Education Building Entryway Door Replacements

Date: June 16, 2021

BACKGROUND

This project seeks to replace both exterior entryway (store front) doors as well as the interior entryway fire doors for the B.E. building. All these entryway doors are original to the B.E. building and are requiring more frequent repairs. The frame and thresholds over the years have decayed causing the doors at times not to securely close. The funding requested will replace the doors, thresholds, framing, glazing, hardware and closers for better functionality, improve security and fire safety.

RECOMMENDATION

It is the recommendation that the Board of Trustees approve this replacement contract with Calvin Glass in the amount not to exceed \$162,200.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: William Johnson
Title: Executive Vice President of Finance
and CFO

Recommended by: *Rose B. Bellanca, Ed.D.*
Rose B. Bellanca, President

Board of Trustees
Washtenaw Community College

ACTION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject:
Parking Lots 4 and 6 Resurfacing

Date:
June 16, 2021

BACKGROUND

This project seeks to resurface (Mill and overlay) Parking lot 4 and the remaining portion of Parking lot 6 (the first half of lot 6 was resurfaced in 2020). Other than crack fills, Lot 4 and the 2nd half of lot 6 have had no improvements or repairs since 2008. This project would mill 2 inches off the top of each asphalt lot and then reapply a new 2-inch top layer to each lot. The base of each of these parking lots are in good condition with no expected repairs needed. Each parking lot will be restriped and any damaged curbs will be repaired in and around these lots. Funds exist within the Deferred Maintenance Fund to execute this project.

RECOMMENDATION

It is the recommendation that the Board of Trustees approve a repair contract with Nagel in the amount not to exceed \$298,640.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: William Johnson
Title: Executive Vice President of Finance
and CFO

Recommended by: *Rose B. Bellanca E.D.*
Rose B. Bellanca, President

Board of Trustees
Washtenaw Community College

DISCUSSION

4800 E. Huron River Drive
Ann Arbor, Michigan 48105-4800

Subject
Approval of 2021 – 22 Faculty Sabbaticals

Date
June 16, 2021

RECOMMENDATION

That the Board of Trustees approve the attached requested 2021-22 Faculty Sabbatical Leaves as submitted.

A ROLL CALL VOTE WILL BE TAKEN

Prepared by: Dr. Kimberly Hurns

Recommended by: *Rose B. Bellanca, Ed. D.*

Title: Executive Vice President of Instruction
and academic affairs

Rose B. Bellanca, President

Summaries for Recommended Sabbatical Leave Requests

(from Kelley Gottschang, Sabbatical Leave Summaries Memorandum, April 16, 2021)

Will Justin Teague: Behavioral Science, Winter 2022

Justin noted that the HSW program uses a number of training tools that give their students the opportunity to see and learn basic skills necessary for their performance in the field. The department has noticed a lack of training videos with diverse populations. Justin plans to create several training videos demonstrating the use of these skills with diverse clinicians that more closely represent the student body and clients that more closely resemble the community. Justin plans on creating and recording 6 individual and one group sessions demonstrating skills including but not limited to: active listening, reflecting, questioning, paraphrasing, use of eyes use of voice, confrontation, and summarizing. This project will provide a useful tool for a number of classes while demonstrating the HSW program's commitment to diverse populations. The videos will be made available to the department for use in any classes that would benefit from the videos. The summary will be presented to the board, to the general faculty meeting, and at a department meeting. The committee has determined that this project meets sabbatical guidelines.

Marvin Boluyt: Life Sciences, Winter 2022

Marvin plans to develop a means to incentivize students, faculty and staff at WCC to engage in regular exercise with the goal of a tangible improvement in health. He would like to promote exercise among our faculty, staff, and students. He will develop a mechanism that will allow individuals the ability to test health in order to assess health and track progress, and also create a mechanism to track participation and progress of the individuals involved at an administrative level. WCC has participated in the Exercise is Medicine on Campus program sponsored by the American College of Sports Medicine (ACSM) for the last 2 years, earning Silver Level Recognition in each of those years for its excellence in providing opportunities to exercise. To achieve the Gold Level of Recognition it will require WCC to develop a program that engages a much larger segment of the WCC population than is currently engaged. As well as providing a summary to the Board of Trustees and his department, the deidentified data from the participants will be made available on the program website for anyone to see. The anonymous data will be submitted to the ACSM for recognition in 2022 and subsequent years, and may be used to publish in professional journals in the future. The committee has determined that this project meets sabbatical guidelines.