



Office of the President

**JULY 27, 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 July 27, 2021. This meeting will be held in the Towsley Auditorium at the Morris Lawrence Building.

The July 27, 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.

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. – JULY 27, 2021
TOWSLEY AUDITORIUM – MORRIS LAWRENCE BUILDING**

- I. CALL TO ORDER, APPROVAL OF AGENDA**
- II. APPROVAL OF MINUTES (Action) Tab A**
- III. CITIZEN PARTICIPATION**
 - A. Verbal Communications
 - 1. WCC Education Association
 - 2. Public
 - B. Written Communications
- IV. SPECIAL REPORTS**
 - A. 2021 the MCCA Alumnus of the Year Award
 - B. Ellucian Update
 - C. WCC @ Harriet Street and Parkridge Update
- V. REPORTS**
 - A. Monthly Reports
 - 1. Personnel Recommendations **(Action)**..... **Tab B**
 - 2. Facilities Development Report **Tab C**
- VI. REMARKS**
 - A. Remarks of Members of Board of Trustees
 - B. President’s Remarks
- VII. OLD BUSINESS**
 - A. Action
 - 1. Approval of 2021– 22 Faculty Sabbaticals **(Action)** **Tab D**
 - 2. Reappointment to the Washtenaw Technical Middle College Board of Directors **(Action)** **Tab E**
- VIII. ADJOURNMENT OF MONTHLY MEETING (Action)**

Board of Trustees
Washtenaw Community College

ACTION

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

Subject
Approval of Minutes

Date
July 27, 2021

RECOMMENDATION

That the Board of Trustees approve the minutes of the June 16th 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
WEDNESDAY, JUNE 16, 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 6:07 pm on June 16, 2021 in Towsley Auditorium, Morris Lawrence Building, 4800 East Huron River Drive, Ann Arbor, Michigan.

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

Absent: Vice Chair Angela Davis

Approval of Agenda (Action)

It was moved by Trustee McKnight-Morton and seconded by Trustee Landau that the Board approve the agenda for the June 16th Monthly Meeting. The motion was adopted.

Approval of Minutes (Action)

It was moved by Trustee Landau and seconded by Trustee McKnight-Morton that the Board approve the minutes of the May 25th Monthly Meeting. The motion was adopted.

CITIZEN PARTICPATION

WCC Education Association

Ms. Julie Kissel, English and College Readiness faculty member and WCCEA President stated that there has been open conversation with the Administration on the return to “normal” for the Fall Semester. Lastly, she stated the WCCEA membership is committed to the future collaboration with the College and its many stake holders.

Public Comments

There were no public comments.

Written Communications

There was no communications received.

SPECIAL REPORTS

Mandatory Audit Communication

Mr. Gary Robb reminded the Board of the type and scope of professional services Andrews Hooper Pavlik offers to them. He also spoke about key audit communications, and new accounting pronouncements that may affect the College.

Call to order

Approval of Agenda (Action)

Approval of Minutes (Action)

CITIZEN PARTICPATION

WCC Education Association
WCC Education Association

Public Comments

Written Communications

SPECIAL REPORTS

Mandatory Audit Communication

Diversity and Inclusion Update

Dr. Kimberly Hurns, Executive Vice President of Instruction and Academic Affairs began the presentation by introducing to the Board Dr. Eric Reed, Dean of Student Success, Access, Equity and Inclusion. Dr. Reed spoke to the Board about the Diversity and Inclusion activities that have occurred over the past academic year. Lastly, he gave a brief overview of the 2021 - 22 strategies for upcoming academic next year.

REPORTS

Monthly Personnel Recommendations (Action)

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

2021-22 Appointment of the President and Chief Executive Officer (Action)

It was moved by Trustee Landau and seconded by Trustee McKnight-Morton that the Board 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 was taken: Chair Milliken; yes, Treasurer DeVarti; yes, Secretary Hatcher; yes, Trustee Fleming; yes, Trustee Landau; yes and Trustee McKnight-Morton; yes. The motion was adopted.

2021-22 Independent Staff Salary Range Tables (Action)

It was moved by Trustee Landau and seconded by Secretary Hatcher that the Board approve the 2021-2022 Independent Staff Salary Range Table as submitted.

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

2021-22 Independent Salary Adjustments (Action)

It was moved by Trustee Landau and seconded by Treasurer DeVarti that the Board approve a 1.5% adjustment to the Independent Staff salary and wage rates for the 2021-22 fiscal year.

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

2021-22 Time Staff and Coaches Wage Rates (Action)

It was moved by Trustee Landau and seconded by Secretary Hatcher that the Board approve the 2021-2022 Part-Time Support Staff and Club Sports Coaches Salary as submitted.

Diversity and Inclusion Update

REPORTS

Monthly Personnel Recommendations (Action)

2021-22 Appointment of the President and Chief Executive Officer (Action)

2021-22 Independent Staff Salary Range Tables (Action)

2021-22 Independent Salary Adjustments (Action)

2021-22 Time Staff and Coaches Wage Rates (Action)

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

2021-22 Time Faculty Wage Rates (Action)

It was moved by Trustee Landau and seconded by Secretary Hatcher that the Board approve the 2021-2022 Part-Time Faculty Wage Rates as submitted.

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

2021-22 Department Chair Appointments (Action)

It was moved by Trustee Landau and seconded by Secretary Hatcher that the Board approve the 2021-2022 Department Chair appointments as submitted.

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

Financial Reports (May 2021) (Action)

It was moved by Treasurer DeVarti and seconded by Trustee Landau that the Board receive the Financial Reports for May 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 CFO briefed the Board on the Morris Lawrence and Student Center buildings renovation projects

REMARKS

Remarks from Members of the Board of Trustees

Treasurer DeVarti thanked the administration for bringing forth the new wage floors of \$15 per hour.

Secretary Hatcher voiced her concern for the loss of the childcare center on campus. Additionally she stated her concern that the scholarships may not be enough.

Trustee McKnight-Morton spoke about the recent training she attending via ACCT on Robert's Rule of Order. She recommended each Trustee get a copy of the most recent version.

President's Remarks

President Bellanca declined to comment.

2021-22 Time Staff and Coaches Wage Rates (Action) (cont.)

2021-22 Time Faculty Wage Rates (Action)

2021-22 Department Chair Appointments (Action)

Financial Reports (May 2021) (Action)

Facilities Development Report

REMARKS

Remarks from Members of the Board of Trustees

President's Remarks

OLD BUSINESS

Crane Liberal Arts Building Roofing Restoration (Action)

It was moved by Treasurer DeVarti and seconded by Trustee McKnight-Morton that the Board approve a repair contract with Duke Roofing in the amount not to exceed \$349,500.

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

Business Educational Building Entryway Door Replacements (Action)

It was moved by Trustee Landau and seconded by Secretary Hatcher that the Board approve a contract with Calvin Glass in the amount not to exceed \$162,200.

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

Parking Lots 4 and 6 Resurfacing (Action)

It was moved by Trustee Landau and seconded by Trustee McKnight-Morton that the Board approve a repair contract with Nagel in the amount not to exceed \$298,640.

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

NEW BUSINESS

Approval of 2021-22 Faculty Sabbaticals

Dr. Kimberly Hurns, Executive Vice President of Instruction and Academic Affairs briefed the Board on the requested faculty sabbaticals for the 2021-22 academic year.

Adjournment of Monthly Meeting (Action)

It was moved by Trustee Landau and seconded by Trustee McKnight-Morton that the Board move to adjourn the Monthly Meeting The motion was adopted. The meeting was adjourned at 7:28 pm.

Respectfully submitted,

Ruth Hatcher
Secretary

William Milliken, Jr.
Chair

OLD BUSINESS

Crane Liberal Arts Building Roofing Restoration (Action)

Business Educational Building Entryway Door Replacements (Action)

Parking Lots 4 and 6 Resurfacing (Action)

NEW BUSINESS

Approval of 2021-22 Faculty Sabbaticals

Adjournment of Monthly Meeting (Action)

Board of Trustees

Washtenaw Community College

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

ACTION

Subject
Personnel Recommendations

Date
July 27, 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 Ed.D.*
Rose B. Bellanca, President

PERSONNEL RECOMMENDATIONS
July 2021

Instruction – Faculty & Administration

Part-Time New Hires

Professional Faculty

Ian Burnette, English & College Readiness, \$906 per course contact hour
Margaret Haagen, English & College Readiness, \$906 per course contact hour
Cynthia Lang, English & College Readiness, \$906 per course contact hour
Carl Lavigne, English & College Readiness, \$906 per course contact hour
Bethany Meadows, English & College Readiness, \$906 per course contact hour
Josiah Pankiewicz, English & College Readiness, \$906 per course contact hour
Maria Zilberman, English & College Readiness, \$906 per course contact hour
Courtney Lloyd, Humanities, Languages, & the Arts, \$906 per course contact hour
Saqib Rana, Humanities, Languages, & the Arts, \$906 per course contact hour
Darya Howell, Physical Sciences, \$906 per course contact hour

Support Staff

Samuel O'Donovan, Nursing Support Staff, \$15.00 hourly

Full-time Employment Ending

Kiah Jobe, Nursing Secretary, with two (2) years of service
Apryl Scheffler-Martin, Retention and Completion Specialist, with three (3) years of service

Student & Academic Services

Full-Time New Hires

Kendall Reid, Recruitment & Outreach Specialist, \$46,500 annual Replacement

Part-Time New Hires

Independent Staff

Elizabeth Green, Program Specialist LSS, \$24.21 hourly

Full-time Employment Ending

Arnett Chisholm, Professional Counselor, with thirty-three (33) years of service
Stacie Knox, Student Connection Call Center Specialist, with twenty-two (22) years of service
April Salminen, Public Safety (non-sworn) Patrol Officer, with fourteen (14) years of service
Kelly Psilidis, New Student Programming Manager, with eight (8) years of service

President

Full-time Employment Ending

Diana Pacella, Records Management Specialist II, with twelve (12) years of service

Workforce & Community Development

Part-Time New Hires

Classified & Professional Services Personnel

Audrey Kellems, Parkridge, \$36.60 hourly

Professional Faculty

Brian Bastianelli, Public Service Training, \$906 per course contact hour

Michael Foster, Parkridge, \$60.40 hour

Evelyn Sebik, Parkridge, \$60.40 hour

Economic & College Development

Part-Time New Hires

Classified & Professional Services Personnel

Bryan Hood, Motorcycle Safety, \$36.60 hourly

Facilities Management

Full-time Employment Ending

Clarence Beau Burgen, Mechanical and Electrical Systems Manager, with thirty-five (35) years of service

Martin Thomas, Campus Services Manager, with forty-six (46) years of service

De Truong, Lead Custodian, with eighteen (18) years of service

Kevin Losey, Recycle Technician, with thirteen (13) years of service

Finance

Full-time Employment Ending

Susan Mieras, Accounts Payable Technician, with two (2) years of service

Marketing and Communication

Full-time Employment Ending

John Powell, Director Web Services, with four (4) years of service

Human Resources

No Report

Advancement

No Report

Washtenaw Community College

Office of Facilities Management

**FACILITIES DEVELOPMENT REPORT
July 2021**

Capital Projects Update

Morris Lawrence Renovation Project

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

Student Center HVAC Renovation Project

- Project is out for Bids to Mechanical Contractors
- Bids Due July 22, 2021

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>	Award in Progress
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>	Complete
6	BE – Entry Door Replacement <i>FY21 \$180,000 – Replace all doors & closers</i>	Material on Order
7	Campus Flooring Replacement <i>FY21 \$50,000 Replace floors in various areas</i>	Construction 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>	Complete
10	Campus – primary heat loop filtration <i>FY21 \$50,000 – install side stream filtration on heat loops</i>	Complete
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>	Complete
13	GL Roof Renovation <i>FY21 \$170,000 – Replace / Repair identified areas from IR study</i>	Construction in progress

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>	Final Restoration Ongoing
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>	Construction in progress
19	Parking lot 4 & 6 Repairs <i>FY22 \$298,640 – Mill and Cap</i>	Construction in progress

Campus Repair & Maintenance Projects Update

1	SEMOG 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>	Construction in progress
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>	Complete
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>	Complete
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>	Material on order

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

- BNE Services; Campus-Wide Joint Sealant & Waterproofing Work; \$33,214
- Corrigan Moving Systems; ML Renovation Move Out/Storage Services; \$91,400
- Damon Flowers; Construction Project Management Consultant; \$45,000
- D.J. Conley Associates, Inc.; Energy Center Boiler PW Controller Upgrade; \$94,725
- GM & Sons; Campus Concrete Replacement Areas 1-4; \$90,000
- GM & Sons; Campus Concrete Replacement Area 5; \$29,665
- JMD Building Restoration; LA Wall & Skylight Restoration; \$90,155

Board of Trustees
Washtenaw Community College

ACTION

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

Subject
Approval of 2021 – 22 Faculty Sabbaticals

Date
July 27, 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

Rose B. Bellanca, President

and academic affairs

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.

Board of Trustees
Washtenaw Community College

ACTION

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

Subject	Date
Reappointment of Washtenaw Technical Middle College Board of Directors	July 27, 2021

RECOMMENDATION

That the Board of Trustees approve the reappointment of the following Washtenaw Technical Middle College Board of Directors:

- Will Johnson for a term of three years ending April 30, 2024
- Donald J. Peurach for a term of three years ending April 30, 2024

Prepared by: Linda Blakey
Title: Executive Vice President
Student & Academic Services

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

Will Johnson

Mr. Johnson served as president and CEO of Chelsea Community Hospitals from 1975 to 1998. He has worked in health care administration for more than 30 years. He has also served on the boards of numerous health care, civic and social organizations, including the American Red Cross, the Chelsea Community Foundation, the Chelsea Community Hospital, Silver Maples of Chelsea, and the Washtenaw Development Council.

He holds a B.A. from the College of Wooster and a Masters of Health Administration from the University of Michigan.

Donald J. Peurach

Donald J. Peurach serves as a Senior Fellow of the Carnegie Foundation for the Advancement of Teaching, a Faculty Associate in the Center for Positive Organizations in the Ross School of Business, and a Senior Research Associate in the Consortium for Policy Research in Education at the University of Michigan.

Peurach's research, teaching, and outreach focus on the production, use, and management of knowledge in practice, among social innovators and those they seek to serve. As such, his work sits squarely at the intersection of educational policy, leadership, and innovation.

Prior to joining the School of Education as a faculty member in 2011, Peurach served as an assistant professor at Michigan State University and at Eastern Michigan University. He also served as a researcher on U-M's Study of Instructional Improvement. Before pursuing an academic career, Peurach was a high school mathematics teacher and, before that, a systems analyst in manufacturing, health care, and higher education.

Peurach holds a BA in computer science from Wayne State University, an MPP from the Ford School of Public Policy at U-M, and a PhD in Educational Studies from the School of Education at U-M.