

MINUTES
NORTH CENTRAL MICHIGAN COLLEGE BOARD OF TRUSTEES
REGULAR MEETING – Library Conference Rooms 1 & 2
Tuesday, May 27, 2025 (4:00 p.m.)

1. CALL TO ORDER

Chairman Rasmussen called the meeting to order at 4:03 p.m.

2. ATTENDANCE ROLL CALL TAKEN:

PRESENT: Trustees Etienne, Keiswetter, Kromm, Pretty, Rasmussen, Shirilla, and Wozniak

ABSENT: None

3. APPROVAL OF AGENDA

It was moved by Trustee Etienne and supported by Trustee Shirilla that the agenda be approved.

AYES: Trustees Etienne, Keiswetter, Kromm, Pretty, Rasmussen, Shirilla, and Wozniak

NAYS: None

ABSENT: None

4. APPROVAL OF MINUTES

It was moved by Trustee Pretty and supported by Trustee Wozniak that the minutes of the April 22, 2025, Regular Meeting, be approved as written.

AYES: Trustees Etienne, Keiswetter, Kromm, Pretty, Rasmussen, Shirilla, and Wozniak

NAYS: None

ABSENT: None

5. STUDENT SUCCESS

2025 Summer Learning Academy

Dean of Corporate and Community Education, Christy Lyons, spoke to the upcoming second year of the Summer Learning Academy. After last year's success the program has expanded. This year's registrations are already at 422, as compared to 383 last year. This is on track to be up 20% from last year. We are offering 42 classes compared to 32 last year. Costs for supplies are significantly lower this year as the supplies purchased last year will carry into this year.

Last year, the Foundation awarded 64 scholarships. This year's requests for scholarships are at 56 requests, in line with last year. An \$8,000 grant for the Summer Learning Academy was received from the Charlevoix County Community Foundation, half of which can go towards scholarships as well.

Christy shared a nice message she received from a parent:

WE ARE SO THANKFUL and excited - I applied (for a scholarship) for both my son and daughter for the crime lab class. That is incredibly generous, and I would like to write a thank you note with the kids.

These programs encourage me as an alumnus, and I hope to pay it forward in the future as I get done with my Bachelor's degree next year and move forward. This has blessed our family!

6. COMMUNICATIONS

President Finley shared the following communications:

- a. Passing of Wayne "Dick" Richard Smith

On May 4, 2025, Dick Smith passed away. Dick served on the North Central Michigan College Board of Trustees for 18 years, many of which he served as Board Chair. He was also one of the founders of the NCMC Foundation and its long-time chair.

During his career he was a trial attorney with the Michigan Attorney General's Office, Emmet County Prosecuting Attorney, District Judge for Emmet and Charlevoix Counties and a lecturer for the University of Michigan graduate school of Business, as well as an occasional adjunct instructor at North Central. He also served on and chaired the Community Mental Health Board for over 20 years.

Our thoughts go out to Dick's wife Carrie and the entire Smith family, friends, and colleagues. A moment of silence was taken to remember Mr. Smith.

The obituary can be found here:

<https://www.stonefuneralhomeinc.com/obituary/WayneDick-Smith>

b. NCMC Receives NLEA Regional Champion Award

On May 9, the Northern Lakes Economic Alliance held its annual Economic Symposium at Boyne Mountain Resort. The symposium also featured an awards showcase, where North Central was honored with the Regional Champion Award. This award celebrates the recent groundbreaking of the CATEE Project and continued innovative efforts to enhance career training and education in the region.

A link to the full article can be found here:

<https://www.harborlightnews.com/articles/northern-lakes-economic-alliance-held-annual-economic-symposium-may-9/>

c. Thank you note from Honorary Degree Recipient Stafford Smith

On May 12, I received a thank you letter from Honorary Degree recipient, Stafford Smith, and I want to take a moment to share it with you.

Please convey to the Trustees and Faculty my sincere appreciation for their bestowing an Honorary Degree of Community Service to me during the annual graduation ceremony. It was indeed a pleasure to be a part of the celebration of so many young adults as they begin the next step in their career path.

Janice and I have witnessed the development of the college from its infancy to now, being a key economic and cultural driver for our [Northern Michigan] economy. The talent of this graduating class that we all witnessed this past Friday evening will truly enrich our area.

- Stafford C. Smith

d. NCMC Receives Zonta Grant

May 17, 2025, the PNR published an article about 9 local organizations receiving grants from Zonta Club of Petoskey. I am excited to report that North Central is one of the recipients! The College will receive \$5,000 annually for two years from Zonta's Women and Children's Fund at the Petoskey-Harbor Springs Community Foundation. This funding will support the Career and Technical Education Project.

In addition, Zonta also provides a \$2,500 grant each year to the Women's Resource Center Northern Michigan for a scholarship at North Central.

The full article may be viewed here:

https://petoskeynews-mi.newsmemory.com/?token=b8476c2d8c17340e400d03dd229ffc04&cnum=a2ef06fa-bead-eb11-a2d9-005056ab402a&fod=111111STD-0&selDate=20250521&licenseType=paid_subscriber&

7. SCHEDULED PUBLIC COMMENT

Professor of Marketing and former AFPS President Chet Jessick brought greetings from the Association of Faculty and Professional Staff (AFPS) and reported they are excited to kick off the 8-week summer session. He also noted excitement for the Artificial Intelligence (AI) Committee, which was recently formed to look forward to the incorporation of this technology on campus and in the classrooms.

Professor Jessick announced that he has been elected to two state-wide positions for the Michigan Education Association (MEA): as Regional Representative for the MEA Board in East Lansing, and for the Michigan Association of Higher Education Board. Consequently, he decided not to run for reelection as President of North Central's AFPS. He shared that Doctor Ben Crocket will be the President, and Davina Gutierrez will be Vice President of the AFPS going forward. Chet shared that it has been an honor for him to serve in this role the past 15 years.

8. FINANCIAL REPORT

Dr. Tom Zeidel, Vice President for Finance & Facilities, was asked by Trustee Rasmussen to provide a financial report for April 2025. Tom certified that the financials as of April 2025 are within the adopted tentative budget for 2024-25.

It was moved by Trustee Pretty and supported by Trustee Etienne that the financial report and statement of bills be accepted as submitted.

AYES: Trustees Etienne, Keiswetter, Kromm, Pretty, Rasmussen, Shirilla, and Wozniak

NAYS: None

ABSENT: None

9. PRESIDENT'S REPORTS

President Finley shared the following:

a. Athletics Banquet – April 24

On April 24th, members of the North Central community came together to celebrate the accomplishments of the student-athletes, coaches, and teams from the 2024-2025 athletic season. Timberwolves Athletic supporters and donors were present to present a series of awards and winners as selected by a twenty-person committee to honor our athletes, coaches, and teams. The Female Athlete of the Year is Camille Wardin. The Male Athlete of the Year is Zach Maendel.

I want to take a moment to congratulate all award winners, and celebrate the outstanding work of our Athletic Director, Ashley Antonishen and her entire team to make this a fun and successful event.

Also of note, North Central's 6'10" Center, Jackson Wiergerink has signed to play basketball at Cornerstone University in Grand Rapids, Michigan this coming year.

b. Town Hall Meeting – April 29

On Tuesday, April 29, we held a Town Hall meeting for our employees and spoke to the recent Executive Orders and their current and potential impacts. There were a lot of good questions and discussions about the topics. While we are still waiting for further direction from the government around specifics and the actions we may need to take, we were able to answer some questions. I was also able to speak to and answer questions around the DRAFT Organizational Chart and our response to the Ice Storm. It was very helpful to receive input from the campus community around all these topics.

c. PTK Induction Ceremony; Golden Apple Award Recipients – April 29

The PTK Induction Ceremony was held on April 29. At this ceremony, not only did we celebrate our newest PTK members, but those inductees were able to recognize a North Central faculty or staff member that was instrumental in their academic success by presenting them with a Golden Apple Award.

I would like to congratulate those recipients: Dr. Sara Glasgow, Dean of Arts & Sciences; Kristin Jardine, CCAMPIS Advisor & Activity Coordinator; Shana Kingma, Academic Advisor; Chet Jessick, Business & Marketing Faculty; David Rodgers, Chemistry Faculty; and Breann Wozniak, Human Science Faculty. Thank you all for inspiring growth, curiosity, and connection in our students!

d. CMA Completion Ceremony – April 30

On Wednesday, April 30th, we celebrated another cohort of Certified Medical Assistants completing the program. In total there were nine students who completed the program. The current CMA cohort will bring the number of program completers to 100 in the past three years! There was a great turnout of family and friends at the ceremony.

e. Commencement – May 9

On Friday, May 9, North Central Michigan College held a Nurse Pinning Ceremony, Trustees Reception, Commencement, and Reception, celebrating the class of 2025. Our keynote speaker, Beth LaForest gave a wonderfully moving address to our students, and we were also able to award Honorary Degrees to Stafford Smith and Dudley Marvin of Stafford's Hospitality. The event was featured in both the Petoskey News Review and the Harbor Light News. Overall, we celebrated the graduation of 292 Timberwolves who earned 302 degrees or certificates. Add to this 191 Fast Track completers, and we helped nearly 500 learners take their next step in higher education this past year!

f. Ribbon Cutting for North Central's new Early Learning Center – June 10

A ribbon cutting ceremony will be held on Tuesday, June 10, at 10:00 a.m. to celebrate the opening of North Central's new Early Learning Center. This center will be the new standard of high-quality full-time childcare for families in Emmet County. The Early Learning Center is located in the Pre-K Education building on our campus, and will serve up to 12 infants, toddlers, and young preschoolers. We invite you to join us for the ribbon cutting celebration!

10. COMMITTEE REPORTS

a. Finance & Facilities Committee

Trustee Pretty shared that the Finance & Facilities Committee met on Tuesday, May 20 to review April Financials, the 2025-2026 proposed tentative budget, a School of Nursing and

Health Sciences Naming Opportunity, the HESC Lease, Designated Fund investments, Single Audit Public Status Letter, and future initiatives.

i. 2025-2026 Tentative Budget

Background: This is the time of year that the board needs to consider a tentative general fund budget for the ensuing fiscal year. The required public hearing has been held and now the Board needs to act on the budget.

It was moved by Trustee Pretty and supported by Trustee Keiswetter that BE IT RESOLVED that the Board adopt a Tentative General Fund Operating Budget in the aggregate amount of \$21,399,760 for the College's fiscal year starting July 1, 2025, and ending June 30, 2026. To cover the budget, BE IT RESOLVED that the Board levy the maximum ongoing charter millage calculated at 1.0371mills of ad valorem property taxes. BE IT FURTHER RESOLVED that the Board levy the voted operating millage of 0.9315 mills. The operating millage levy was approved by the voters of Emmet County during November 2016 for a period of ten years.

AYES: Trustees Etienne, Keiswetter, Kromm, Pretty, Rasmussen, Shirilla, and Wozniak

NAYS: None

ABSENT: None

ii. School of Nursing and Health Sciences Naming Opportunity

Background: Pier and Renee Borra have been long-standing supporters of the college, and more specifically the Nursing and Health Sciences programs. What's more, they have recently provided a very generous 20-year gift commitment to North Central.

It was moved by Trustee Pretty and supported by Trustee Shirilla that, in recognition of this exceptional gift to advance the College's Health Sciences offerings - while also providing dedicated scholarship funds and enhancing facilities for students pursuing careers in health fields - the Board of Trustees approve renaming the Division of Nursing and Health Sciences to the Borra School of Nursing and Health Sciences.

AYES: Trustees Etienne, Keiswetter, Kromm, Pretty, Rasmussen, Shirilla, and Wozniak

NAYS: None

ABSENT: None

iii. HESC Lease Resolution

Background: Because Capital Outlay funds were used to build the HESC building, that building is currently considered the property of the State. The State is amending the lease to give us back the property noted in the legal description of the building so the Federal government can obtain interest in the property. This will allow us to be issued funds from the \$2M Congressionally Directed Spending grant we have been awarded.

It was moved by Trustee Pretty and supported by Trustee Etienne that WHEREAS, the Board of Trustees of North Central Michigan College (the "College") has previously conveyed property (the "Original Site") to the State Building Authority (the "Authority") for the purpose of acquiring and constructing the North Central Michigan College Health Education and Science Center Project (the "Facility") which was leased to the Educational Institution pursuant to a lease dated as of August 1, 2015, (the "Lease") among the College, the Authority and the State of Michigan (the "State");

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF NORTH CENTRAL MICHIGAN COLLEGE THAT:

1. The College authorizes the conveyance of the Excess Property from the Authority to the College for the consideration of One Dollar (\$1.00).
2. The College hereby authorizes and approves the Lease Amendment in substantially the form attached as Exhibit B, and any one of the two of the following then seated officers of the College:

David R. Finley, President;
Tom Zeidel, Vice President for Finance and Facilities,

(each an “Authorized Officer”) are hereby authorized and directed to execute and deliver the Lease Amendment in substantially the form attached as Exhibit B for and on behalf of the College.

5. This resolution shall be effective immediately upon its adoption.

The full Resolution including Exhibits A and B are found in in the packets Trustees received in advance of this meeting.

AYES: Trustees Etienne, Keiswetter, Kromm, Pretty, Rasmussen, Shirilla, and Wozniak

NAYS: None

ABSENT: None

a. Personnel Committee

The Personnel Committee met today, just prior to this meeting, to discuss several items of business including new hires and an Emeritus nomination.

i. Dental Hygiene Director

Background: The Committee reviewed the recommended candidate to develop the Dental Hygiene Program curriculum. This fixed-term position is funded by the Major Initiatives Designated Fund.

Brent Lafaive, as Dean of Nursing, Health Sciences, and Public Safety Programs, spoke to the experience and qualifications of Rico Breznau for this position.

It was moved by Trustee Shirilla and supported by Trustee Rasmussen that Rico Breznau be hired to develop the Dental Hygiene Program Curriculum for a fixed term beginning July 1, 2025, through June 30, 2026.

AYES: Trustees Etienne, Keiswetter, Kromm, Pretty, Rasmussen, Shirilla, and Wozniak

NAYS: None

ABSENT: None

i. Emeritus Recommendation

Background: On Friday, May 22, a letter was submitted to the Emeritus Committee requesting that Renee DeYoung be promoted to the rank of Vice President of Student Affairs Emeritus for her outstanding contributions to North Central Michigan College these past 23 years, culminating in service on the President’s Cabinet for the past ten.

The Emeritus Committee unanimously recommends this appointment.

It was moved by Trustee Shirilla and supported by Trustee Keiswetter that the Board approve the request for Vice President of Student Affairs Emeritus status for Renee DeYoung effective upon her retirement June 30, 2025.

AYES: Trustees Etienne, Keiswetter, Kromm, Pretty, Rasmussen, Shirilla, and Wozniak

NAYS: None

ABSENT: None

11. OLD BUSINESS

None.

12. NEW BUSINESS

None.

13. UNSCHEDULED PUBLIC COMMENT.

None.

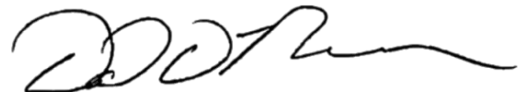
14. ADJOURNMENT.

There being no further business, Trustee Shirilla motioned, and Trustee Etienne supported that the meeting be adjourned at 4:34 p.m.

AYES: Trustees Etienne, Keiswetter, Kromm, Pretty, Rasmussen, Shirilla, and Wozniak

NAYS: None

ABSENT: None



/S/ Daniel D. Rasmussen, Chairman



/S/ Melissa Keiswetter, Secretary