



MUSKEGON COMMUNITY COLLEGE

BOARD OF TRUSTEES
BOARD MEETING MINUTES

November 19, 2025, 12:30 p.m.

Room 2109E – Main Campus 2nd floor

Present: Chair Osborn, Vice Chair Portenga, Treasurer Moore, Secretary Frye, Trustee Crandall, Trustee Scott

Absent: Trustee Cook

- I. Chair Osborn called the meeting to order at 12:29 p.m. Trustee Moore moved approval. Second. Vote unanimous; motion carried.
- II. Public Agenda – Related Comments
- III. Presentation(s)
 - Report on 2024-2025 Audited Financial Statements – *Paul Gilbert & Jennifer Wheeler from Brickley DeLong*

Paul Gilbert and Jennifer Wheeler from Brickley DeLong presented the 2024-2025 Audited Financial Statements, the Single Audit of Federal Financial Assistance Programs, and a letter to the Board. The College received an unmodified opinion, the most favorable opinion that can be received, which indicates that the financial statements are presented fairly in all material respects according to generally accepted auditing standards.

- Artificial Intelligence (AI) at MCC - *Dr. Tucker Brown, Provost & Chief Student Services Officer*

Dr. Brown highlighted some of the neat AI-related initiatives that are going on at MCC.

MCC has a statement that “we are committed to integrity and recognize generative AI both as a useful tool and as a potential threat to scholarly values...” The College is continuing to work on our adoption of Artificial Intelligence. MCC faculty are participating in a pilot of SchoolAI. Dr. Meg Lockard recently gave a presentation on AI at MCC on Tap at Pigeon Hill.

The IT department is developing training and support. IT has been using AI for Fraud Detection, looking at fake student accounts and financial aid scammers.

Our Tech Council is looking at a draft to ensure tools are aligned with our standards.

Artificial Intelligence in the workplace was recently used at the College’s staff meeting on Friday. Stacey DeBrot used AI in her Goal #3 “We Shine Together” presentation which was shared with the Board.

We are offering a new 3 credit course this winter, CIS-297AI Introduction to AI. The course is ideal for anyone looking to gain confidence and practical skills in the rapidly evolving field of AI.

TOLTech tables are a new and emerging technology that can be used virtually for use in healthcare and biology related courses.

IV. Trustee Moore moved approval of the Consent Agenda. Second. Vote unanimous; motion carried.

A. Minutes

- Board Meeting Minutes for October 15, 2025
- Closed Session Minutes for October 15, 2025

B. Budget/Finance

1. Financial Reports – *Beth Dick*
2. Project(s) at a Glance

C. Required Approvals – *Chair Osborn*

D. Personnel Report

V. Administrative Reports

A. President's Report – *President John Selmon*

President Selmon shared Federal, State and MCCA updates. The Federal shutdown has ended temporarily. We are continuing to look at Workforce Pell training. The State of Michigan has 9 stranded Bills tied up in the courts, including the Public Employer Health Insurance Contribution Act or PA 152 which will impact community colleges.

The recommendations for the MCCA 2026 Legislative Priorities will go to the full MCCA Board of Directors in January 2026 for approval.

ACCT Governance Leadership Institute will be December 4th – 5th in Lansing. Trustee Scott and President Selmon are planning to attend.

Thank you to Trustee Scott for presenting at the ACCT Conference in New Orleans. Trustee Scott did an excellent job articulating her experience as an adult-learner at MCC.

Supplemental Nutritional Assistance Program (SNAP) benefits are part of the federal shutdown. We are working with several community organizations to help support MCC students and the larger community. The Jayhawk Hub food pantry has experienced an uptick in requests for support since the shutdown.

MCC administrators are engaged in conversations related to best practices and ways to strengthen partnership initiatives with Mott College, Kellogg Community College and Ferris State University. We have been talking to Mott College about strategic planning. The Cabinet will be visiting Kellogg Community College in December. Ferris State University leadership visited us to talk about strengthening our partnership and possibilities that lie ahead for the two institutions.

President Selmon thanked Trustee Frye for doing the Reflection at the MCC Veterans Salute.

Tatum Dykstra was named All American in U.S. Track and Field and Cross-Country. Nick Marcinkowski was named MCCAACoach of the Year. MCC earned several All-MCCAAConference players awards.

The NJCAA Men's golf compliance issue was discussed, and solutions were shared. The college was fined \$1000 and put on probation for a semester for not reporting the MCC's fall golf team's intention of participating in the fall as well as the spring seasons.

The EXPO Open House was on Saturday, November 8, and had 380 people in attendance. It was one of the biggest EXPOs events for the college in recent years.

MCC conducted a lockdown drill on Thursday, November 13, President Selmon thanked the local law enforcement agencies, Muskegon, Norton Shores, and Muskegon Heights police departments for their support.

Winter 2026 enrollment is at 13.3% headcount and 16.5% contact hours.

President Selmon and Dr. Brown shared information related to the two Muskegon Public Schools Innovation Academies, Health & Human Services, and Industry, Technology & Design and MCC's role in this initiative. President Selmon is on the Strategic Steering Committee for MPS which meets three times a year. Dr. Brown, Dr. Briggs, Dan Rinsema-Sybenga and Lisa Gatti-Brown are involved in the programs. Dr. Brown is working on a competency piece with employers and representatives from Muskegon Public Schools. Our courses will fit into the academies, and soft skills for students are a component.

The Board of Trustees (Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis summary was shared. Next, the Board SWOT will be analyzed by the ATD coaches and shared with the college-wide strategic team for review and adoption where possible. The Board will see the ATD SWOT analysis summary during the December meeting.

The Holiday Brunch will be on December 11th at 10:30.

- B. Student Success Report –
 - 1. Enrollment
 - 2. Student Success Completion Agenda
- VI. Business Non – Operational
 - A. Michigan Community College Association Report – *Trustee Crandall*
On December 12th the Executive Board will meet to finalize the 2026 Legislative Priorities.
 - B. Foundation Update – Discussion was held to move the Foundation Update under Consent Agenda. We will bring back recommendations for the Board to consider at the December meeting. Trustee Moore motioned to bring it back to the December Board meeting. Second. Vote unanimous.
- VII. Old Business
- VIII. New Business

- A. It is the recommendation of the President that the Board approve the sole source selection of Trane Technologies for renewal of the Overbrook Theater chiller for a cost of \$158,091.
Trustee Crandall moved approval. Second. Vote unanimous; motion carried.
- IX. Board of Trustees Policy Governance – *Chair Osborn*
 - A. Policy Updates
 - I. Cost of Governance 2.13.2.a – “Up to \$4000 per Board member in each fiscal year shall be provided for training, including attendance at conferences and workshops.”
Discussion was held on transferring money from one Board member to another if needed for representation at conferences. We will bring it back to the December Board meeting.
 - B. Future Agenda Items
- X. Public General Comments
- XI. Board Comments/Announcements
Trustee Scott shared that President Selmon did a wonderful job at the ACCT conference. Trustee Frye commented on the good work of the Veteran Salute event. The lecture last night on “The Bold Dream on Marquette and Quarterline” was interesting. The next Centennial lecture will be on February 24th. The links to the programs are on the Centennial page.
- XII. With no further business the meeting was adjourned at 1:57 p.m. Respectfully submitted by Secretary Nancy Frye.
/ph