Southwestern Michigan College
Board of Trustees Meeting Minutes

Wednesday, January 13, 2021
Room 2109, David C. Briegel Building

General Business
Members of the Southwestern Michigan College Board of Trustees met on January 13, 2021 for a regularly scheduled meeting.

The meeting was convened at 8:00 a.m. by Board Chairman Tom Jerdon.

Members Present: Tom Jerdon, Keith McKenzie, Bill White, Becky Moore, Beth Cripe, Dr. Elaine Foster, Tracy Hertsel

Members Absent: none

The Pledge of Allegiance was recited.

Election of Officers: Bill White moved, seconded by Dr. Elaine Foster, to re-elect Tom Jerdon as Chairman of the Board of Trustees, Keith McKenzie as Vice Chairman and Becky Moore as Treasurer and elect Beth Cripe as Secretary. Motion passed unanimously.

Minutes of the December 21, 2020 regular convened meeting required no changes and were placed on file.

Dr. Elaine Foster moved, seconded by Tracy Hertsel, to approve the agenda. Motion passed unanimously.

Public Input
One individual requested public input on an agenda item – Dr. Jeff Dennis.

Other
The Treasurer's Report for the month ending December 31, 2020 was received and placed on file.

Dr. Odenwald gave his President's Report:

1. Virus challenges continue for spring semester. Many classes moved to online, hybrid, and small in-person. Anticipating certain percentage of employees and students getting vaccinated for some kind of normalcy for Fall. Vaccine roll may include all residence hall students.

2. Current enrollment for spring is 1495 and goal is 1550 down 17%. 111 new student registrations with half being Future for Front Liners applications. Applications for Fall 2021 are down 50% however virus delay may cause better yields.

3. Have engaged at no cost, Clark Higher Education for February to review Marketing and Enrollment services as they have had success at other colleges.

4. Dr. Jeffrey Docking, President of Adrian College and author has been engaged to examine SMC and will be on campus in March to meet with trustees and administrators. His higher-ed book will be distributed to trustees now.
5. The College has employed many cost cutting measures, including a dozen staff positions unfilled since January 2020. Top-level cuts. Many staff have taken on additional roles, some with no additional compensation. To date, have avoided furloughs or layoffs. Travel restrictions instituted.
6. Capital expenditures were cut dramatically with maintenance taking on other duties typically performed by vendors like painting interior of residence halls, etc.
7. College has invested more in faculty training and technology to facilitate academics and remote classes with 68 classes now fully online.
8. Niles Chem Lab project delay allowed money for technology upgrades reimbursed with federal virus funds. Niles Chem Lab will now move forward as other capital expenses needed including $1.5 million for HVAC.
9. Strategic Plan brochure presented.

Discussion Items
Trustees reviewed the list of gifts given to the Foundation, with 18 individual donations for a grand total in the amount of $13,175.

Action Items
Beth Cripe moved, seconded by Becky Moore, to accept with gratitude the gifts shown in attachment 5A, with six individual donations for a grand total in the amount of $2,935. Motion passed unanimously.

Closed Session
Chairman Jerdon stipulated: The Board is scheduled to consider and review the College President’s annual performance review, which the President has requested be done in closed session, as allowed under the Michigan Open Meetings Act. Jerdon asked for a Motion to enter into a closed session to consider review of the President’s annual performance review, pursuant to the closed session provisions of the Open Meetings Act under MCL 15.268 (a), as requested pursuant to Section 3.3 of the Presents’ Employment Agreement? Motion made by Keith McKenzie. Support for the Motion made by Bill White. There was no discussion. Secretary Cripe took individual roll call vote on the motion with Bill White, Tom Jerdon, Beth Cripe, Keith McKenzie, Tracy Hertzel, Elaine Foster, and Becky Moore voting yes. Entered closed session at 8:47 a.m.

Board reviewed the individual quantitative results of the review categories of President Odenwald which include: operations, leadership skills, communications, board relations, internal relations, and external relations.

After closed session discussion, motion made by Elaine Foster and seconded by Tracy Hertsel to return to open session. There was no discussion on the motion. Secretary Cripe took individual roll call vote on the motion with Beth Cripe, Elaine Foster, Bill White, Tracy Hertsel, Tom Jerdon, Keith McKenzie, and Becky Moore voting yes. Return to open session at 9:06 a.m.

Review of Follow-up Requests
No follow-up requests were made of the administration.

Adjournment
Becky Moore moved to adjourn at 9:08 a.m. Tracy Hertsel seconded. Passed unanimously.