

**SCHOOLCRAFT COLLEGE**  
18600 Haggerty Rd · Livonia MI 48152-2696

The Schoolcraft College Board of Trustees  
Special Meeting on June 3, 2021 was held in person and virtually at 5:00 p.m.

**Board of Trustees Special Meeting**  
**June 3, 2021**

**MINUTES**

<b>Members Present</b>	<p>Dillon Breen, Brian Broderick, Bill Erwin, Joan Gebhardt, Brett Gierak, Terry Gilligan, Carol Strom.</p> <p>Board Members gathered in person in JC 228 unless otherwise noted.</p>
<b>Call to Order for Special Meeting</b>	<p>Chair Gebhardt called the June Special Board Meeting to order at 5:00 p.m.</p> <p>All members stood and took part in the Pledge of Allegiance.</p>
<b>Introduction of Guests and Comments from the Audience</b>	<p>Over 12 guests were in attendance via Zoom including: Chip Bannon, Jodie Beckley, Ben Bolstrum, Mark Huston, Dawn Magretta, Colette Migora, Chris Misiak, Angela Palmeri, Steve Rochon, Nicholas Santilli, Laurie Kattuah-Snyder, Van Nguyen, and more.</p>
<b>Comments from Trustees</b>	<p>Chair Gebhardt commented that she had attended the Foundation monthly informational meetings and Dawn Magretta and Chris Kelly did an excellent job on the DEI panel. They talked about things that she didn't know; it was very informative. Chair Gebhardt called Chris personally to thank him.</p>
<b>Strategic Planning</b>	<p>Nicholas Santilli gave an overview of the Strategic Planning team's work over the past six months. He gave high accolades to the Strategic Planning Team. He said that it was a highly collaborative process which is extremely important. They worked incredibly hard in a very short timeline and accomplished much. He wanted to recognize the hard work that they engaged in and thank them. Mr. Santilli stated that what the team has done has really prepared Schoolcraft College to be able to launch forward through the summer and into the fall with a really strong Strategic Plan and it was due to the dedication of the individuals who are on the Planning Team.</p> <p>What he learned through the listening sessions with members of the Schoolcraft community both on campus and off campus is that there is a deep commitment to the institution, and it is well respected. He considers Schoolcraft an "anchor institution" in the College's local area.</p> <p>One of the questions that was asked was what people considered Schoolcraft's flagship program, and the Culinary Program came up in every conversation.</p>

Another common theme that Mr. Santilli found is the desire for more promotion of the institution. He recommended that the College continue to think about how it wants to market to both external as well as internal communities.

Another item that came up in the listening sessions is what to do with our campus locations, such as the Radcliff Center, Children's Center, Henry's, and the Waterman Center.

He congratulated the College on their inclusion in the AAC&U initiative.

Another reoccurring theme that Mr. Santilli heard, especially from internal constituents, was the desire for more diversity, equity, and inclusion on campus.

In closing, Mr. Santilli stated that Schoolcraft College has a good foundation and should now work at looking to what the future looks like once the five-year Strategic Plan has gone by.

Dr. Cerny took the time to thank those involved in the Strategic Planning Process: Chair Gebhardt and Trustee Breen for their work on the Strategic Planning Committee; the faculty, staff, students, and the many outside constituents that were involved in this process; and Beth LaForest for leading the process from the Committee development to the day-to-day operations of the Strategic Plan.

Chair Gebhardt also wanted to thank Van Nguyen who was also on the Listening Session Subcommittee and was the first notetaker and based on her results, the subcommittee changed the other sessions. Dr. Cerny even was a notetaker for one session!

Beth LaForest then walked the Trustees through the work that the Strategic Planning Committee and Subcommittees completed in Phase One: Data Gathering.



## CAMPUS PORTFOLIO



Academic Program Evaluation

Three Project Recommendations came through this subcommittee's work, all with a theme of:

*Institutional Effectiveness*



Space Utilization of Current Buildings

Bookstore: reduce retail & add social space  
Library: reduce physical books & add collaborative space



Experiential Learning and Employment

## LISTENING SESSIONS



## LISTENING SESSIONS

IS SCHOOLCRAFT A SAFE AND WELCOMING PLACE?			
	Need more DEI 6		Diverse Programming 3
	The staff makes the difference for issues of welcoming and transparency 3	Employees are encouraged to grow professionally 2	Campus is always clean / Great health screening 2
Safe and Welcoming 13	There is diversity (SC is most proactive on DEI at the moment) 3	Perception of students cannot relate to staff 2	Stigma associated w/ Livonia and diverse populations 2
	Faculty/staff are not a true representation of student population 3	Lack of information (divisions, how to do things) 2	No Equity curriculum in our EAC groups... 1
Lack of minorities 8		Not Safe and Welcoming 1	Some Faculty are not welcoming 1
		Less welcoming to gender confusion... 1	Improve next Progress & share 1
		No interpretive services for hearing students 1	Accessibility Issues: Training & Resources 1

Some things that were heard in almost every session:

- Schoolcraft is a "Hidden Gem"
- Schoolcraft is synonymous with Culinary
- Schoolcraft is well respected by all constituents

## ENVIRONMENTAL SCAN

<p><b>Social Analysis:</b> Population is decreasing in the Northeast and Midwest due to out-migration and becoming more diverse. Enrollment has been declining since 2010. Two-year institutions across the nation lost a total of 540,000 students from 2019 to 2020 (10% decrease in enrollment).</p>	<p><b>Workforce Trend Analysis:</b> Despite the current economic conditions, a labor shortage/skills gap exists in key areas due to a decline in community college enrollment, retirements and an aging Michigan workforce: healthcare, cybersecurity, information technology, construction, manufacturing, transportation, law enforcement and utilities.</p>	<p><b>Garden City Analysis:</b> Most Garden City residents are middle class and work in manufacturing, retail and healthcare settings. Overall, there is a lower demand for higher education; 11% of Garden City residents have a bachelor's degree.</p>
<p><b>Campus Bookstore Trends:</b> Shrinking space dedicated to course materials, growing use of e-commerce platforms, shipping and technology support services; campus stores are taking on new roles to become more experience-centric, with "lifestyle" spaces/experiences and "concept" shops to offer places to hang out along with greater service and convenience for students.</p>	<p><b>Industry Trend:</b> Student retention is a primary focus. In particular, many colleges are working to improve equity of outcomes among student sub-groups and to design techniques to foster student belongingness.</p>	<p><b>Library Trends:</b> Diminishing use of printed materials; more active learning and collaborative learning opportunities, with mobile structures and furniture to provide flexibility.</p>

## MISSION, VISION, VALUES

 <p><b>Conclusion:</b> Update is needed: The core of the Mission still rings true, but the language needs to be modernized.</p>	 <p><b>Conclusion:</b> There is a need for a shorter "catch phrase" or marketing Mission statement that is easy to remember.  <i>Preparing tomorrow's leaders</i> through a superior educational, social and professional learning environment</p>	 <p><b>Conclusion:</b> The timing is not right. Consider aligning the HLC Quality Initiative, and begin review of Mission, Vision, and Values around 2024.</p>
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Ms. LaForest then led the Board of Trustees through a discussion about the Themes, the over-arching goals of the College through the Strategic Plan, that had been identified by the Strategic Planning Committee and refined and approved by the Leadership and Executive Teams.

### Inclusion, Diversity, Equity, and Access

Trustee Erwin was interested in understanding the context of "Access" in the day-to-day operations of the College. Some examples were presented:

- The ability to enter campus buildings
- The ability to get to Campus
- Access to Broadband
- Viewing the College's Website

Chair Gebhardt wanted to know if the DEI Task Force had the ability to read the summary statement. Van Nguyen, Chair of the Task Force, was in the audience and gave her initial reaction:

"I think once this gets put in front of the committee, I do think that they would be agreeable to what is presented at the moment. I do think that the word access is key and I'm glad that this was encompassed along with the D, E, and I. I think that our consultant that we have retained would also agree."

#### Student Success + Engagement

Chair Gebhardt mentioned that when talking about mental health and wellness that the College should not limit that just to students, but also include faculty and staff.

Dr. Cerny agreed that work and life balance is extremely important.

#### Outreach and Engagement

Dr. Cerny added that the big takeaway with this theme is that Schoolcraft College no longer wants to be known as a "hidden gem" that was said many times within the listening sessions.

Chair Gebhardt brought up the millage of three years ago and the many staff members that went to organizational meetings and senior centers. The College has not continued that practice, and she believes that needs to continue especially with the seniors because those are Schoolcraft's students of tomorrow.

#### Institutional Effectiveness

Chair Gebhardt noted that Mental Health should also be considered underneath the Employee and Culture aspect of Institutional Effectiveness.

Trustee Broderick noted that this theme seemed to be different from the others as these concepts were things that he assumed the College was already doing.

Ms. LaForest responded that yes the College is doing many of them, but the hope is to do them more or to do them better.

Chair Gebhardt noted that with some items, like the IT/Tools, the job is never done.

Ms. LaForest finished the presentation by looking to the Trustees for final comments before the drafting of the plan commenced.

Trustee Broderick stated that it had been put together well.

**Entering into a  
Closed Session**

**2021-40** Moved by Trustee Strom, seconded by Trustee Erwin, that the Board of Trustees goes into a Closed Session under Section 8(a) and 8(d) of the Open Meetings Act, to discuss the President's evaluation and leasing of real property.

**(Roll Call Vote)**

Ayes: Breen, Broderick, Erwin, Gebhardt, Gierak, Gilligan, Strom

Nays: None

Motion carried.

**Reconvening into an Open Meeting**      **2021-41**      Moved by Trustee Strom, seconded by Trustee Gierak, that the Board of Trustees reconvenes into an Open Meeting.

**(Roll Call Vote)**      Ayes: Breen, Broderick, Erwin, Gebhardt, Gierak, Gilligan, Strom

Nays: None

Motion carried.

**Amend the June 3, 2021 Agenda**      **2021-42**      All Trustees thanked President Cerny for completing his first year fulfilling the goals of the Board of Trustees.

Moved by Trustee Strom, seconded by Trustee Erwin, that the June 3, 2021 Agenda of the Special Meeting of the Board of Trustees be amended to include Consider 2021-22 President's Employment Contract.

Ayes: Breen, Broderick, Erwin, Gebhardt, Gierak, Gilligan, Strom

Nays: None

Motion carried.

**Approval of 2021-22 President's Employment Contract**      **2021-43**      Moved by Trustee Gilligan, seconded by Trustee Breen, THAT the President's contract is approved for this year and will continue through June 30, 2024.

THAT the President's annual base salary will be two hundred forty-four thousand, nine hundred thirteen dollars and forty-seven cents (\$244,913.47); this is one (1) percent increase.

THAT the President will receive PAS salary compensation for achieving objectives beyond basic job duties. The amount shall be calculated using the same formula as other executive administrators, following evaluation by the Board of Trustees.

THAT the President will receive an additional five (5) percent in PAS salary compensation for 2020-21.

THAT the President upon fulfillment of the current contract will continue to be eligible to participate in a structured Section 457 (f) Non-Qualified Deferred Compensation Plan in a form approved by the Board.

THAT the President will receive one (1) additional year of the Top-Hat benefit plan.

Ayes: Breen, Broderick, Erwin, Gebhardt, Gierak, Gilligan, Strom

Nays: None

Motion carried.

**Approval of Pursuing Highest and Best Use for College Property 2021-44**

Moved by Trustee Gilligan, seconded by Trustee Strom, that the Board of Trustees authorizes the President to enter into agreements in pursuit of the highest and best use for College property.

Ayes: Breen, Broderick, Erwin, Gebhardt, Gierak, Gilligan, Strom

Nays: None

Motion carried.

**Adjournment**

Chair Gebhardt adjourned the meeting at 7:35 p.m.



Elizabeth LaForest, Associate Secretary



Joan Gebhardt, Chair

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18600 Haggerty Road, Livonia, Michigan  
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**CERTIFICATE**

I hereby certify that the attached is a true copy of the approved minutes of the Special Board meeting held on the 3<sup>rd</sup> day of June, 2021, and that said minutes have been available for public inspection at the address designated on the posted public notice of said meeting from and after the 23<sup>rd</sup> day of June, 2021.



Elizabeth LaForest, Associate Secretary  
Board of Trustees