

**PROCEEDINGS**  
**OF**  
**GRAND RAPIDS COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES**  
**OFFICIAL**  
**REGULAR MEETING**  
**BOARD CHAMBERS**  
**MONDAY, MARCH 19, 2007**

**I. CALL TO ORDER**

Meeting called to order at 4:15 p.m., Chairperson Schenk in the chair.

Present: Anderson, James, Maggini, Schenk, Stearns, Verburg – 6

Absent: Handlin - 1

**II. INTRODUCTION OF GUESTS**

President Olivarez introduced Mike Hansen, president of the Michigan Community College Association (MCCA).

**III. APPROVAL OF AGENDA**

A. Approval of Agenda

The agenda was approved as presented. Motion by Trustee James. Motion carried.

B. Special Order of Business – None at this time.

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**IV. COMMUNITY-COLLEGE LINKAGES**
**A. Community Linkages**
**1. Communications to the Board**

- i. Secretary Verburg read the thank you note the college received from Martha Crawford for the get well flowers sent to her.

**2. Board Reports**

- i. Chairperson Schenk recognized Trustee Stearns for receiving the Winner's Circle Award from the Michigan Association of School Administrators in recognition of his leadership in the development of Northview Public Schools literacy program.

**3. Faculty/Staff Comments**

*Faculty/Staff are invited to address the Board. Trustees will listen and reflect on your comments which will be taken under advisement.*

- i. Nickie Alexander, Vice President of the Faculty Association

- ▲ Announced the Board Candidate Faculty Forum that will be held on Thursday, April 19<sup>th</sup> @ 3 p.m. in the Ford Field House.

- ii. Bob Engmark addressed the Board regarding the GRCC Millage Proposal which will be on the May 8<sup>th</sup> ballot. He announced that the administrative employees collectively support the millage proposal.

**4. Citizen/Student Comments**

*Citizens, College employees, and students are invited to address the Board. Trustees will listen and reflect on your comments, which will be taken under advisement.*

- i. Mike Hansen, President of the Michigan Community College Association addressed the Board regarding MCCA's new Strategic Plan, the Nursing Task Force Report, and the state budget.

**B. Resolutions**

- i. Alcohol Awareness Month – Cheryl Lamb

**ALCOHOL AWARENESS MONTH**

**APRIL 2007**

**WHEREAS**, America's colleges and universities will celebrate and promote the month of April as National Alcohol Awareness Month, and

**WHEREAS**, alcohol abuse is one of the most serious and pervasive problems facing the citizens of this state and nation, and

**WHEREAS**, college students are especially vulnerable to, and influenced by, activities involving the use of alcohol, and

**WHEREAS**, approximately one-half of adults in America report a family history of alcoholism or problem drinking, and

**WHEREAS**, alcohol is frequently a factor in the three leading causes of death (motor vehicle crash, homicides, and suicides) for 16 to 27 years old, and

**WHEREAS**, literature indicates that like all other colleges and universities at least 10% of Grand Rapids Community College students may be active alcoholics, and

**WHEREAS**, members of the GRCC employees and students have grieved the death of family members due to the effects of alcohol use, and

**WHEREAS**, GRCC is committed through its programs and services to encourage students, and employees to make good decisions and enact healthy behaviors regarding the use of alcohol, and

**WHEREAS**, there is a demonstrated need for the continuation of such programs to increase the levels of awareness of the effects of alcohol abuse;

**NOW THEREFORE BE IT RESOLVED**, that the Board of Trustees declares the month of April 2007, as **ALCOHOL AWARENESS MONTH** at Grand Rapids Community College and encourages staff to initiate and implement educational programs and activities appropriate to this occasion.

**BE IT FURTHER RESOLVED**, that this resolution be printed in the proceedings of the Board, a copy be placed on file, and a copy placed in each College building.

**BOARD OF TRUSTEES  
GRAND RAPIDS COMMUNITY COLLEGE**

March 19, 2007

\_\_\_\_\_  
Chairperson

Motion to approve the above resolution as written made by Trustee James. Motion carried.

**B. Student Reports**

i. Carsten Schaaf, Student Congress President reported:

- Student Congress has been working on student Voter Registration.
- Faculty & Staff members are manning voter registration around campus, while students are manning Vote Yes for GRCC millage tables.
- Student Congress is sponsoring an entertainment raffle, utilizing the proceeds from the raffle to fulfill their Open Door Campaign pledge.
- Campus Activities Board is sponsoring the Student Leadership Awards again this year. The date of the awards program is April 10<sup>th</sup> beginning at 6:15 p.m. in the Multi-purpose Room of the Student Center.
- The finals relaxer is scheduled for April 25<sup>th</sup> in the Ford Fieldhouse.
- The International Student Festival will be held Friday, March 30<sup>th</sup>, beginning at 6 p.m. in the Ford Fieldhouse.

ii. President Olivarez thanked Eric Mullen for the success of the Student Leadership Organization. Eric is a great mentor for our students.

A. Minutes of February 19, 2007, Regular Meeting

B. Grant Awards/Requests

C. Personnel Transactions – Through March 7, 2007

**PERSONNEL REPORT**

**(Includes in-process transactions through 3-7-07)**

**Appointments**

<b>NAME</b>	<b>EMPLOYEE GROUP</b>	<b>POSITION</b>	<b>EFFECTIVE DATE</b>	<b>NOTES</b>
Justin Swan	ESP	Testing Specialist	02-21-07	Former Contingency Employee
Tamber Ward	Meet & Confer	Program & Training Coordinator	03-12-07	Former Employee
Jillian Rainwater	Meet & Confer	Program Developer Manager	03-12-07	New to College

**Temporary Appointments**

<b>NAME</b>	<b>EMPLOYEE GROUP</b>	<b>POSITION</b>	<b>EFFECTIVE DATE</b>	<b>NOTES</b>
Mike Whitman	Faculty	Asst Professor – Hospitality	03-01-07	Former Adjunct

				Professor
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### Leaves of Absences

NAME	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Beverly Daily	Meet & Confer	Financial Aid Technician	03-09-07 thru 04-20-07	FMLA
Charles Wells	Faculty	Professor – Wellness	03-12-07 thru 03-23-07	FMLA

### Return from Leaves of Absences

NAME	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Bayard Brooks	Meet & Confer	ATC Conference Services Coordinator	02-08-07	Return from FMLA

### Separations

NAME	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Corey Guigelaar	Campus Police	Dispatcher	02-27-07	Termination
Mary Garboden	ESP	Evening Periodicals Assistant	03-09-07	Resignation

### Retirements

NAME	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Dave Fearnow	Faculty	Professor – HVAC	05-25-07	24 years of service

#### D. Financial transactions (February 1 - 28, 2007)

##### 1. Purchases \$10,000-\$50,000

###### a. General Fund

- 1) Purchase order issued to provide VMware server application that provides for multiple server operating systems on a single server.

**Requestor:** Bob Eluskie – Learner Resources and Technology Solutions  
**Expenditure:** \$13,728.00  
**Disposition:** New (upgrade) purchase  
**Supplier:** VM Ware, Inc.  
 Palo Alto, CA

- Bid: No, sole source.
- 2) Blanket purchase order issued to provide trash can liners and other miscellaneous custodial supplies.  
**Requestor:** Thomas Smith - Facilities  
**Expenditure:** \$15,000.00  
**Disposition:** New (supplies) purchase  
**Supplier:** Grainger, Inc.  
 Grand Rapids, MI  
 Bid: No, E&I consortium agreement.
- 3) Blanket purchase order revision issued to provide employee outplacement services and confidential employee conflict resolution services. Order increased \$10,000; from \$10,000 to \$20,000.  
**Requestor:** Cathy Wilson – Human Resources  
**Expenditure:** \$20,000.00  
**Disposition:** N/A  
**Supplier:** Ken Tabor & Associates  
 Grand Rapids, MI  
 Bid: Yes, RFQ #0304-3266, previously reported.
- 4) Purchase order issued to provide postage escrow account to cover the expense of outgoing GRCC mail (Community Connections).  
**Requestor:** Doug Miller – Learner Resources and Technology Solutions  
**Expenditure:** \$23,852.00  
**Disposition:** N/A  
**Supplier:** US Postal Service  
 Grand Rapids, MI  
 Bid: No, sole source.
- 5) Blanket purchase order revision issued to provide GRCC employment opportunity advertising. Order increased \$10,000; from \$20,000 to \$30,000.  
**Requestor:** Cathy Wilson – Human Resources  
**Expenditure:** \$30,000.00  
**Disposition:** N/A  
**Supplier:** Grand Rapids Press  
 Grand Rapids, MI  
 Bid: No, sole source (target audience).
- b. Other Special Funds
- 1) Purchase order issued to provide 11x17 White MP/Bond, Wausau Vellum Bristol/Index and MP Pastels printing paper. *(due to numerous types and SKUs (stock keeping unit) of paper quoted individual price quotes not provided, however the information is available upon request).*  
**Requestor:** Doug Miller – Learner Resources and Technology Solutions  
**Expenditure:** \$10,000.00 (14-2364)  
**Disposition:** New (recurring) purchase  
**Supplier:** Lewis Paper\*\*  
 Portage, MI

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Source of Funds:	Auxiliary Funds		
Bid:	Yes, RFQ 0607-12010		
Bidders Solicited:	Azteca	-	declined
	Caracal*	-	late
	Central Michigan Paper		declined
	Corporate Express	-	declined
	Diamond	-	declined
	Enterprise Envelope		
	FM Envelope	-	declined
	Harambee*	-	declined
	Heritage	-	declined
	Husky	-	declined
	Kamar*	-	declined
	<b>Lewis Paper**</b>		
	MORE*	-	declined
	Office Depot		
	Office Max		
	Paperworks*	-	declined
	Quimby Walstrom		
	Recycled	-	declined
	Sabin	-	declined
	Staples	-	declined
	Unisource	-	declined
	Western States Envelope		

- 2) Purchase order issued to provide 8.5 x 11 20# White MP/Bond printing paper.  
*(due to numerous types and SKUs (stock keeping unit) of paper quoted individual price quotes not provided, however the information is available upon request).*

**Requestor: Doug Miller – Learner Resources and Technology Solutions**

**Expenditure: \$10,080.00 (14-2364)**

**Disposition: New (recurring) purchase**

**Supplier: Office Depot**

Grand Rapids, MI

Source of Funds: Auxiliary Funds

Bid: Yes, RFQ 0607-12010

Bidders Solicited: same as above (1b.1)

- 3) Purchase order issued to provide wireless equipment for the expansion of wireless network access.

**Requestor: Bob Eluskie – Learner Resources and Technology Solutions**

**Expenditure: \$10,552.40 (42-2822)**

**Disposition: New purchase**

**Supplier: NETech Corp.**

Grand Rapids, MI

Source of Funds: Auxiliary Funds

Bid: Yes, RFQ # 0405-7168, previously reported.

- 4) Purchase order issued to provide concept definition and creation of the WIRED Tri-sector Workforce Development Initiative.  
*(all charges to be reimbursed by the West Michigan Strategic Alliance WIRED grant)*

**Requestor:** Julie Parks – Training Solutions  
**Expenditure:** \$10,574.75 (51-2271)  
**Disposition:** N/A  
**Supplier:** Gibraltar Consulting  
 Grand Rapids, MI  
 Source of Funds: WIRED (Workforce Innovation for Regional Economic Development) Grant  
 Bid: No, supplier determined by WIRED (Workforce Innovation for Regional Economic Development).

- 5) Purchase order issued to provide lean implementation work team training and lean champion training for Continuous Systematic Improvement.

*(GRCC acting as fiscal agent only – 10% administrative fee assessed)*

**Requestor:** Julie Parks – Training Solutions  
**Expenditure:** \$10,580.00 (51-2271)  
**Disposition:** N/A  
**Supplier:** Quality Resource Group  
 Grand Rapids, MI  
 Source of Funds: Michigan Economic Development Corporation Grant  
 Bid: No, supplier determined by MEDC (Michigan Economic Development Corporation).

- 6) Purchase order issued to provide interviews, meeting facilitation, ED search process, policy and reporting templates and logistics for employment re-entry as part of the WIRED Regional Tri-sector Workforce Development Initiative.

*(all charges to be reimbursed by the West Michigan Strategic Alliance WIRED grant)*

**Requestor:** Julie Parks – Training Solutions  
**Expenditure:** \$10,625.00 (51-2271)  
**Disposition:** N/A  
**Supplier:** City Vision, Inc.  
 Grand Rapids, MI  
 Source of Funds: WIRED (Workforce Innovation for Regional Economic Development) Grant  
 Bid: No, supplier determined by WIRED (Workforce Innovation for Regional Economic Development).

- 7) Purchase order issued to provide catering services for the 25th anniversary GIANTS banquet. *(GRCC acting as fiscal agent only)*

**Requestor:** Chris Arnold – Diversity Learning Center  
**Expenditure:** \$11,786.75 (91-2359)  
**Disposition:** N/A  
**Supplier:** Lanning's Catering  
 Grand Rapids, MI  
 Source of Funds: Restricted Account  
 Bid: No, GIANTS preferred caterer.

- 8) Purchase order issued to provide payment for 2007 MLK speaker – Lani Guinier.

**Requestor:** Chris Arnold – Woodrick Diversity Learning Center  
**Expenditure:** \$18,100.00 (91-2359)

**Disposition:** N/A  
**Supplier:** **Kepler Speakers**  
 Arlington, VA  
**Source of Funds:** Restricted Funds  
**Bid:** No, sole source

- 9) Purchase order issued for tuition, book and fee payments for students certified under the Trade Adjustment Assistance (TAA) program authorized through the Federal Trade Act of 1974 and the TAA Reform Act of 2002. Employment Services contracts with ACSET (Area Community Services Employment & Training) to administer the program. *(All expenditures are fully reimbursed by federal funds.)*

**Requestor:** **Sandra Lancaster – Employment Services/ MichWorks!**  
**Expenditure:** **\$15,815.00 (51-2584)**  
**Disposition:** N/A  
**Supplier:** **Worsham College of Mortuary Science**  
 Wheeling, IL  
**Source of Funds:** ACSET (Area Community Services Employment & Training)  
**Bid:** No, sole source.

- 10) Purchase order issued to provide development and concept definition of the Manufacturing Skills Co-op Project and the Best in Class project. *(all charges to be reimbursed by the West Michigan Strategic Alliance WIRED grant)*

**Requestor:** **Julie Parks – Training Solutions**  
**Expenditure:** **\$15,900.00 (51-2271)**  
**Disposition:** N/A  
**Supplier:** **Watershed Strategies**  
 West Olive, MI  
**Source of Funds:** WIRED (Workforce Innovation for Regional Economic Development) Grant  
**Bid:** No, supplier determined by WIRED (Workforce Innovation for Regional Economic Development).

- 11) Purchase order issued to provide funds for ex-offender re-entry project under the expertise of Community Research Institute

**Requestor:** **Connie Bellows – Delta Strategies**  
**Expenditure:** **\$17,200.00 (51-2271)**  
**Disposition:** N/A  
**Supplier:** **Dorothy A. Johnson Center Philanthropy**  
 Grand Rapids, MI  
**Source of Funds:** Kellogg Grant  
**Bid:** No, sole source.

- 12) Purchase order issued for tuition, book and fee payments for students certified under the Trade Adjustment Assistance (TAA) program authorized through the Federal Trade Act of 1974 and the TAA Reform Act of 2002. Employment Services contracts with ACSET (Area Community Services Employment & Training) to administer the program. *(All expenditures are fully reimbursed by federal funds.)*

**Requestor:** **Sandra Lancaster – Employment Services/ MichWorks!**  
**Expenditure:** **\$17, 254.05 (51-2584)**

**Disposition:** N/A  
**Supplier:** **Davenport University**  
 Grand Rapids, MI  
**Source of Funds:** ACSET (Area Community Services Employment & Training)  
**Bid:** No, sole source.

- 13) Purchase order issued for tuition, book and fee payments for students certified under the Trade Adjustment Assistance (TAA) program authorized through the Federal Trade Act of 1974 and the TAA Reform Act of 2002. Employment Services contracts with ACSET (Area Community Services Employment & Training) to administer the program. *(All expenditures are fully reimbursed by federal funds.)*

**Requestor:** **Sandra Lancaster – Employment Services/ MichWorks!**

**Expenditure:** **\$18,750.00 (51-2584)**

**Disposition:** N/A

**Supplier:** **New Horizons Computer Learning Center**

Grand Rapids, MI

**Source of Funds:** ACSET (Area Community Services Employment & Training)

**Bid:** No, sole source.

- 14) Blanket purchase order revision issued to provide interpreters for deaf students. Order increased \$10,000; from \$10,000 to \$20,000.

**Requestor:** **Audrey Mayfield – Special Populations**

**Expenditure:** **\$20,000.00 (51-2109)**

**Disposition:** N/A

**Supplier:** **Deaf & Hard of Hearing Services**

Grand Rapids, MI

**Source of Funds:** Special Populations Grant

**Bid:** No, sole source (target audience).

- 15) Purchase order issued to provide cargo van for shipping and receiving, also to be utilized by athletics and others as needed. Existing shipping and receiving van being transferred to construction trades.

**Requestor:** **Mansfield Matthewson - Purchasing**

**Expenditure:** **\$21,161.00 (15-2822)**

**Disposition:** **New (replacement) purchase**

**Supplier:** **Gorno Ford**

Woodhaven, MI

**Source of Funds:** Designated Funds

**Bid:** No, MiDEAL (state of MI consortium).

- 16) Blanket purchase order revision issued to provide printing paper. Order increased \$10,000; from \$25,000 to \$35,000.

**Requestor:** **Doug Miller – Learner Resources and Technology Solutions**

**Expenditure:** **\$35,000.00 (14-2364)**

**Disposition:** **New (recurring) purchase**

**Supplier:** **Quimby Walstrom**

Grand Rapids, MI

**Source of Funds:** Auxiliary Fund

**Bid:** Yes, RFQ #0304-4261, previously reported.

- 17) Purchase order issued for tuition, book and fee payments for students certified under the Trade Adjustment Assistance (TAA) program authorized through the Federal Trade Act of 1974 and the TAA Reform Act of 2002. Employment Services contracts with ACSET (Area Community Services Employment & Training) to administer the program. *(All expenditures are fully reimbursed by federal funds.)*

**Requestor:** Sandra Lancaster – Employment Services/ MichWorks!

**Expenditure:** \$39,250.00 (51-2584)

**Disposition:** N/A

**Supplier:** New Horizons Computer Learning Center

Grand Rapids, MI

Source of Funds: ACSET (Area Community Services Employment & Training)

Bid: No, sole source.

2. Purchases between \$50,000 - \$100,000

a. General Fund

No purchases to report for February 2007.

b. Other Special Funds

- 1) Purchase orders issued to provide implementation of the PeopleSoft Time & Labor module within the existing PeopleSoft 8.9. (4 separate purchases - \$13,680.00, \$16,663.21, \$18,000.00, \$23,115.71)

**Requestor:** Ray Neff – Learner Resources and Technology Solutions

**Expenditure:** \$71,458.92 (42-2822)

**Disposition:** N/A

**Supplier:** Employer Management Solutions

Tampa, FL

Source of Funds: Plant Fund

Bid: No, professional services.

3. Purchases over \$100,000

a. General Fund

- 1) Request permission to issue purchase order issued to provide annual Oracle database licenses (required for Oracle Database operation).

**Requestor:** Bob Eluskie – Learner Resources and Technology Solutions

**Expenditure:** \$129,433.40

**Disposition:** Recurring annual purchase

**Supplier:** Oracle USA

Glen Allen, VA

Bid: No, proprietary sole source.

b. Other Special Funds

No purchases to report for February 2007.

ACCOUNTS: 11 – General Fund  
14 – Auxiliary Fund  
15 – Designated Fund  
42 – Bonds  
51 – Grants  
91 – Restricted Fund

KEY: \* MBE  
\*\* WBE  
\*\*\* M/WBE  
# Disqualified  
% Incomplete Bid



**GRAND RAPIDS COMMUNITY COLLEGE  
2006 - 2007 GENERAL OPERATING FUND BUDGET REPORT  
FOR THE PERIOD ENDED FEBRUARY 28, 2007**

<u>GENERAL OPERATING</u>	<u>ADOPTED BUDGET</u>	<u>2006-2007 ACTUAL 2/28/2007</u>	<u>PERCENTAGE</u>
<b>REVENUE:</b>			
TUITION	32,620,021	31,818,601	97.54%
FEES	2,690,898	2,430,551	90.32%
PROPERTY TAX	28,590,000	27,331,516	95.60%
STATE AID	17,054,427	8,063,457	47.28%
INTEREST	1,200,000	394,113	32.84%
MISCELLANEOUS	1,515,000	565,529	37.33%
<b>TOTAL REVENUE</b>	<b>83,670,346</b>	<b>70,603,768</b>	<b>84.38%</b>
<b>EXPENSE:</b>			
<b>SALARIES:</b>			
INSTRUCTION	29,982,630	15,664,496	52.25%
COUNSELING	1,077,000	562,041	52.19%
LIBRARIAN	562,000	288,766	51.38%
ADMINISTRATION	4,744,723	3,105,414	65.45%
ADMINISTRATIVE SUPPORT	1,429,500	708,637	49.57%
TECHNICAL SUPPORT	4,222,335	2,670,016	63.24%
SECRETARIAL	2,949,000	1,746,429	59.22%
BLDG OPERATIONS	3,915,500	2,495,131	63.72%
STUDENT ASSISTANT	746,889	483,450	64.73%
<b>TOTAL SALARIES</b>	<b>49,629,577</b>	<b>27,724,379</b>	<b>55.86%</b>
<b>NON-SALARY:</b>			
FRINGE BENEFITS	19,339,603	10,853,256	56.12%
CONTRACTED SERVICE	3,285,616	2,150,084	65.44%
SUPPLIES & REPAIRS	3,730,384	2,245,391	60.19%
UTILITIES & RENT	3,414,082	1,715,386	50.24%
TRANSFERS	1,838,034	907,735	49.39%
CLUBS/ORGANIZATIONS	46,884	0	0.00%
OTHER COSTS	2,020,707	940,487	46.54%
EQUIPMENT	255,684	123,729	48.39%
CONTINGENCY	142,623	0	0.00%
<b>TOTAL NON-SALARY</b>	<b>34,073,617</b>	<b>18,936,067</b>	<b>55.57%</b>
<b>TOTAL EXPENSE</b>	<b>83,703,194</b>	<b>46,660,447</b>	<b>55.75%</b>
<b>NET REVENUE (EXPENSE)</b>	<b>(32,848)</b>	<b>23,943,321</b>	



GRAND RAPIDS COMMUNITY COLLEGE  
2006 - 2007 GENERAL OPERATING FUND ACTUAL REPORT  
FOR THE PERIOD ENDED FEBRUARY 28, 2007

	MONTHLY ACTIVITY 02/28/07	MONTHLY ACTIVITY 02/28/06	YEAR-TO- DATE 02/28/07	YEAR-TO- DATE 02/28/06
<b>REVENUE:</b>				
TUITION	1,745,647	671,704	31,818,601	27,633,799
FEES	230,298	124,493	2,430,551	2,192,867
PROPERTY TAX	209,274	290,338	27,331,516	26,079,454
STATE AID	1,518,846	1,607,746	8,063,457	7,926,767
INTEREST	122,860	120,152	394,113	516,230
MISCELLANEOUS	118,211	62,217	565,529	792,607
<b>TOTAL REVENUE</b>	<b>3,945,136</b>	<b>2,876,651</b>	<b>70,603,768</b>	<b>65,141,724</b>
<b>EXPENSE:</b>				
<b>SALARIES:</b>				
INSTRUCTION	2,533,505	2,377,199	15,664,496	15,202,111
COUNSELING	64,450	61,415	562,041	514,881
LIBRARIAN	33,445	40,927	288,766	280,540
ADMINISTRATION	387,591	353,333	3,105,414	2,983,019
ADMINISTRATIVE SUPPORT	87,902	85,282	708,637	686,178
TECHNICAL SUPPORT	337,927	317,226	2,670,016	2,510,624
SECRETARIAL	211,752	206,061	1,746,429	1,673,167
BLDG OPERATIONS	307,578	301,451	2,495,131	2,378,488
STUDENT ASSISTANT	53,506	51,391	483,450	443,615
<b>TOTAL SALARIES</b>	<b>4,017,656</b>	<b>3,794,285</b>	<b>27,724,379</b>	<b>26,672,623</b>
<b>NON-SALARY:</b>				
FRINGE BENEFITS	1,491,985	1,425,070	10,853,256	10,433,894
CONTRACTED SERVICES	164,488	150,098	2,150,084	1,935,948
SUPPLIES & REPAIRS	281,399	193,110	2,245,391	2,218,855
UTILITIES & RENT	229,225	281,929	1,715,386	1,982,012
TRANSFERS	245,191	(386,264)	907,735	441,846
CLUBS/ORGANIZATIONS	-	-	-	-
OTHER COSTS	78,707	66,392	940,487	955,348
EQUIPMENT	7,771	45,370	123,729	125,194
CONTINGENCY	-	5,121	-	5,121
<b>TOTAL NON-SALARY</b>	<b>2,498,764</b>	<b>1,780,825</b>	<b>18,936,067</b>	<b>18,098,217</b>
<b>TOTAL EXPENSE</b>	<b>6,516,421</b>	<b>5,575,110</b>	<b>46,660,447</b>	<b>44,770,841</b>
<b>NET REVENUE (EXPENSE)</b>	<b>(2,571,284)</b>	<b>(2,698,459)</b>	<b>23,943,321</b>	<b>20,370,883</b>

GRAND RAPIDS COMMUNITY COLLEGE  
 BUILDING & SITE FUND - GENERAL  
 FOR PERIOD ENDED FEBRUARY 28, 2007

	ADOPTED	2006-2007 ACTUAL	PERCENTAGE
	BUDGET	02/28/07	
REVENUE:			
PROPERTY TAXES	7,450,000	7,196,249	96.59%
INTEREST INCOME	100,000	8,175	8.18%
TECHNOLOGY AND EQUIPMENT TRANSFER	247,000	0	0.00%
TOTAL REVENUE	7,797,000	7,204,424	92.40%
EXPENSES:			
MAINTENANCE & OTHER EXPENDITURES	2,789,792	2,725,957	97.71%
TRANSFERS TO DEBT FUND	5,216,000	2,743,000	52.59%
TRANSFERS TO DESIGNATED FUND	530,000	230,000	43.40%
TOTAL EXPENSES	8,535,792	5,698,957	66.77%
NET REVENUE (EXPENSE)	(738,792)	1,505,467	

PLANT FUND - DEBT RETIREMENT FUND  
2006-2007 BUDGET

	2006/2007 BUDGET	2006/2007 ACTUAL @ 2/28/2007
<b>REVENUE</b>		
TRANSFER FROM PLANT/GENERAL	5,216,000	2,743,000
<b>TOTAL REVENUE</b>	<b>5,216,000</b>	<b>2,743,000</b>
<b>EXPENSE</b>		
1998 ISSUE		
PRINCIPAL	1,205,000	0
INTEREST	1,068,155	542,798
OTHER EXPENSE	150	0
<b>TOTAL EXPENSE</b>	<b>2,273,305</b>	<b>542,798</b>
1999 ISSUE		
PRINCIPAL	415,000	0
INTEREST	87,750	71,393
OTHER EXPENSE	150	138
<b>TOTAL EXPENSE</b>	<b>502,900</b>	<b>71,530</b>
2003 ISSUE		
PRINCIPAL	695,000	0
INTEREST	613,946	309,256
OTHER EXPENSE	150	500
<b>TOTAL EXPENSE</b>	<b>1,309,096</b>	<b>309,756</b>
2006 ISSUE		
PRINCIPAL	650,000	0
INTEREST	750,650	250,217
OTHER EXPENSE	150	113
<b>TOTAL EXPENSE</b>	<b>1,400,800</b>	<b>250,329</b>
OTHER ISSUES		
OTHER BOND EXPENSE	500	0
<b>TOTAL EXPENSE</b>	<b>500</b>	<b>0</b>
<b>GRAND TOTAL EXPENSE</b>	<b>5,486,601</b>	<b>1,174,413</b>

GRAND RAPIDS COMMUNITY COLLEGE  
2003 SERIES BOND ISSUE  
FOR PERIOD ENDING FEBRUARY 28, 2007

	PREVIOUS YEARS' ACTUAL	2006 - 2007 ACTUAL 2/28/2007	TOTAL PROJECT ACTUAL	PROJECT BUDGET
<b>REVENUE:</b>				
SALE OF BONDS	4,985,841	0	4,985,841	4,985,841
INTEREST INCOME	192,632	20,216	212,848	212,848
<b>TOTAL REVENUE</b>	<b>5,178,473</b>	<b>20,216</b>	<b>5,198,689</b>	<b>5,198,689</b>
<b>EXPENSE:</b>				
CONTINGENCY/OTHER COSTS	899,395	398,939	1,298,334	1,298,334
<b>APPLIED TECHNOLOGY CENTER</b>				
BUILDING/ROOF REPAIRS	1,106,871	6,541	1,113,412	1,113,412
CHILLER REBUILD	77,370	0	77,370	77,370
<b>APPLIED TECHNOLOGY CENTER SUB-TOTAL</b>	<b>1,184,241</b>	<b>6,541</b>	<b>1,190,782</b>	<b>1,190,782</b>
<b>COLLEGE PARK PLAZA</b>				
DENTAL OFFICE RENOVATION	2,440	0	2,440	2,440
FIRST FLOOR RENOVATIONS	105,582	10,131	115,713	115,713
<b>COLLEGE PARK PLAZA SUBTOTAL</b>	<b>108,022</b>	<b>10,131</b>	<b>118,153</b>	<b>118,153</b>
<b>BOSTWICK RAMP AND DATA CENTER</b>				
EQUIPMENT	83,780	0	83,780	83,780
<b>BOSTWICK STRUCTURE SUBTOTAL</b>	<b>83,780</b>	<b>0</b>	<b>83,780</b>	<b>83,780</b>
<b>FORD FIELDHOUSE AND POOL</b>				
BLEACHER REPLACEMENT	129,317	0	129,317	129,317
REPLACE LAUNDRY/FITNESS EQUIPMENT	68,351	0	68,351	68,351
MISC REPAIRS	10,370	0	10,370	10,370
<b>FORD FIELDHOUSE AND POOL SUBTOTAL</b>	<b>208,038</b>	<b>0</b>	<b>208,038</b>	<b>208,038</b>
<b>LEARNING RESOURCE CENTER</b>				
FIRE ALARM SYSTEM	35,550	9,809	45,359	45,359
MISC REPAIRS	38,984	7,225	46,209	46,209
<b>LEARNING RESOURCE CENTER SUBTOTAL</b>	<b>74,534</b>	<b>17,034</b>	<b>91,568</b>	<b>91,568</b>
<b>MAIN/NORTH BUILDING</b>				
CONVERT VACATED LABS TO CLASSROOMS	268,419	0	268,419	268,419
IT RENOVATIONS	38,326	0	38,326	38,326
NORTH BUILDING EQUIPMENT/FURNITURE	6,933	0	6,933	6,933
ENROLLMENT CENTER	817,905	0	817,905	817,905
REKEY BUILDINGS CAMPUS WIDE	26,033	3,314	29,347	29,347
EMERGENCY PHONES	57,447	0	57,447	57,447
<b>MAIN/NORTH BUILDING SUBTOTAL</b>	<b>1,213,063</b>	<b>3,314</b>	<b>1,216,377</b>	<b>1,216,377</b>
<b>MUSIC BUILDING</b>				
RECORDING STUDIO PHASE 2 RENOVATION	70,553	0	70,553	70,553
MISC REPAIRS	2,975	0	2,975	2,975
<b>MUSIC BUILDING SUBTOTAL</b>	<b>73,528</b>	<b>0</b>	<b>73,528</b>	<b>73,528</b>
<b>STUDENT CENTER</b>				
COUNSELING RENOVATION	192,671	137,786	330,457	330,457
HVAC - STUDENT CENTER AND MUSIC EQUIPMENT/FURNITURE	482,535	0	482,535	482,535
<b>STUDENT CENTER SUBTOTAL</b>	<b>780,343</b>	<b>137,786</b>	<b>918,129</b>	<b>918,129</b>
<b>TOTAL PROJECT</b>	<b>4,624,945</b>	<b>573,745</b>	<b>5,198,689</b>	<b>5,198,689</b>

GRAND RAPIDS COMMUNITY COLLEGE  
 2006 - 2007 DESIGNATED FUND BUDGET REPORT  
 FOR PERIOD ENDED FEBRUARY 28, 2007

DESIGNATED	ADOPTED BUDGET	2006 - 2007	
		ACTUAL 2/28/07	PERCENTAGE
<b>REVENUE:</b>			
TUITION & FEES	2,133,733	1,508,118	70.68%
CONTRACTED TRAINING	542,977	287,778	53.00%
OTHER MISCELLANEOUS LOCAL	1,228,693	682,056	55.51%
<b>TOTAL REVENUE</b>	<b>3,905,403</b>	<b>2,477,952</b>	<b>63.45%</b>
<b>EXPENSES:</b>			
SALARIES			
INSTRUCTION	1,398,384	664,807	47.54%
ADMINISTRATION	787,206	375,813	47.74%
CUSTODIANS & SECURITY	18,500	3,065	16.57%
SECRETARIAL	145,208	67,395	46.41%
STUDENT ASSISTANTS	33,460	12,481	37.30%
<b>TOTAL SALARIES</b>	<b>2,382,738</b>	<b>1,123,561</b>	<b>47.15%</b>
NON-SALARY			
FRINGE BENEFITS	1,023,979	424,435	41.45%
CONTRACTED SERVICES	489,180	269,963	55.19%
SUPPLIES & REPAIRS	1,353,436	613,283	45.31%
UTILITIES & RENTALS	16,850	10,387	61.64%
CAPITAL OUTLAY	219,938	116,258	52.86%
TRANSFERS	(1,493,454)	(1,172,303)	78.50%
OTHER	239,711	62,384	26.02%
<b>TOTAL NON-SALARY</b>	<b>1,849,640</b>	<b>324,407</b>	<b>17.54%</b>
<b>TOTAL EXPENSE</b>	<b>4,232,378</b>	<b>1,447,969</b>	<b>34.21%</b>
<b>NET REVENUE (EXPENSE)</b>	<b>(326,975)</b>	<b>1,029,983</b>	

**GRAND RAPIDS COMMUNITY COLLEGE**  
Investment Register as of February 28, 2007

<b>GENERAL OPERATING FUND</b>
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PURCHASE DATE	INSTITUTION	TYPE OF INVESTMENT	AMOUNT	DATE DUE	DATE SOLD	RATE	INTEREST RECEIVED
2/12/2003	STANDARD FEDERAL (MULTI-BANK)	CD	1,000,000.00	2/18/2008		4.00%	
3/27/2003	HUNTINGTON	FHLB	300,000.00	11/28/2008		4.00%	
7/30/2003	HUNTINGTON	FHLB	749,062.30	7/30/2008		2.73%	
1/26/2004	MULTI-BANK	FANNIE MAE	300,000.00	4/30/2007		3.00%	
3/24/2004	CITI BANK (MBS)	FHLB	300,000.00	9/24/2007		3.00%	
3/28/2004	HUNTINGTON	FHLB	750,000.00	6/29/2007		3.00%	
10/11/2004	HUNTINGTON	FANNIE MAE	310,711.11	5/27/2009		4.63%	
12/1/2004	HUNTINGTON	FHLB	750,000.00	12/3/2007		3.00%	
2/28/2005	HUNTINGTON	FHLB	125,322.92	7/27/2007		4.00%	
4/18/2005	HUNTINGTON	FHLB	300,000.00	4/18/2008		4.00%	
3/18/2005	HUNTINGTON	FHLB	75,916.67	2/26/2009		3.00%	
3/2/2006	NATIONAL CITY	FHLB	1,000,000.00	3/2/2007		5.00%	
8/15/2006	MERCANTILE BANK	CD	1,375,000.00	4/25/2007		5.60%	
9/7/2006	PFM	MELAF	1,375,000.00	3/30/2007		5.30%	
9/22/2006	HUNTINGTON	CD	1,900,000.00	3/8/2007		5.33%	
9/22/2006	NATIONAL CITY	CP-AMERICAN GEN FIN CORP	1,831,234.00	5/31/2007		5.27%	
9/22/2006	FLAGSTAR	CD	1,900,000.00	2/8/2007	2/8/2007	5.51%	40,421.97
9/22/2006	FLAGSTAR	CD	1,900,000.00	3/3/2007		5.54%	
9/22/2006	LAKE MICHIGAN CREDIT UNION	CD	1,900,000.00	4/5/2006		5.53%	
10/2/2006	FIFTH THIRD	CD	1,375,000.00	4/25/2007		5.22%	
10/3/2006	BYRON BANK	CD	1,900,000.00	6/28/2007		5.19%	
10/11/2006	HUNTINGTON	FHLB	248,992.30	8/30/2007		4.00%	
10/12/2006	MERCANTILE	CD	1,900,000.00	8/9/2007		5.37%	
10/12/2006	NATIONAL CITY	CP-GENERAL ELECTRIC	1,830,016.67	6/29/2006		5.30%	
10/30/2006	FLAGSTAR	CD	1,900,000.00	9/7/2007		5.30%	
10/31/2006	NATIONAL CITY	CP-TOYOTA	1,159,600.00	6/28/2007		5.23%	
11/9/2006	PFM	MELAF	1,000,000.00	6/22/2007		5.23%	
11/14/2006	NATIONAL CITY	FHLB	300,000.00	11/14/2008		5.25%	
11/21/2006	NATIONAL CITY	FHLB	300,000.00	5/21/2007		5.22%	
12/15/2006	HUNTINGTON	FHLB	250,000.00	12/15/2008		5.25%	
12/26/2006	HUNTINGTON	FHLB	300,000.00	12/29/2008		5.28%	



1/5/2007	HUNTINGTON	CD	1,000,000.00	5/7/2007		5.30%	
1/5/2007	MERCANTILE	CD	1,000,000.00	4/9/2007		5.35%	
1/9/2007	PFM	MILAF	1,300,000.00	7/16/2007		5.23%	
1/16/2007	FLAGSTAR	CD	1,300,000.00	8/19/2007		5.38%	
1/23/2007	HUNTINGTON	FHLB	500,000.00	1/23/2009		5.55%	
1/23/2007	NATCITY	CP - GENERAL ELECTRIC	1,301,920.00	9/19/2007		5.30%	
1/31/2007	NATIONAL CITY	CD	1,000,000.00	1/11/2008		5.35%	
2/1/2007	BANK ONE	SWEEP REPO	7,452,960.94	2/28/2007	2/28/2007	4.95%	17,998.38
2/1/2007	FIFTH THIRD	GOVT MANSAVER	1,601,458.93	2/28/2007	2/28/2007	4.77%	5,883.28

3/1/2007	BANK ONE	SWEEP REPO	1,861,987.22	3/1/2007		4.95%	
3/1/2007	FIFTH THIRD	GOVT MANSAVER	1,609,342.21	3/1/2007		4.77%	
2/1/2007	HUNTINGTON	FHLMC	496,400.00	11/15/2008		4.00%	

## SUMMARY OF GENERAL OPERATING ACTIVITIES

BALANCE AS OF February 1, 2007	48,667,396.24
PURCHASES February 2007	<u>3,059,728.43</u>
SOLD February 2007	<u>(2,636,925.67)</u>
BALANCE AS OF February 28, 2007	49,089,199.00

## AUXILIARY FUND

PURCHASE DATE	INSTITUTION	TYPE OF INVESTMENT	AMOUNT	DATE DUE	DATE SOLD	RATE	INTEREST RECEIVED
1/8/2004	HUNTINGTON	FHLB	144,992.50	6/12/2013		4.50%	
6/22/2004	HUNTINGTON	FHLB	148,950.00	8/13/2008		4.15%	
8/28/2006	HUNTINGTON	CD	750,000.00	3/27/2007		5.41%	
9/8/2006	FLAGSTAR	CD	750,000.00	6/4/2007		5.52%	
11/13/2006	HUNTINGTON	FHLB	250,000.00	11/13/2008		5.50%	
1/31/2007	BANK ONE	SWEEP REPO	886,940.57	2/28/2007	2/28/2007	4.95%	2,509.54
3/1/2007	BANK ONE	SWEEP REPO	681,009.18	3/1/2007		4.95%	

## SUMMARY OF AUXILIARY ACTIVITIES

BALANCE AS OF February 1, 2007	2,680,781.07
PURCHASES February 2007	<u>681,009.18</u>
SOLD February 2007	<u>(3,363,792.25)</u>
BALANCE AS OF February 28, 2007	2,476,651.66

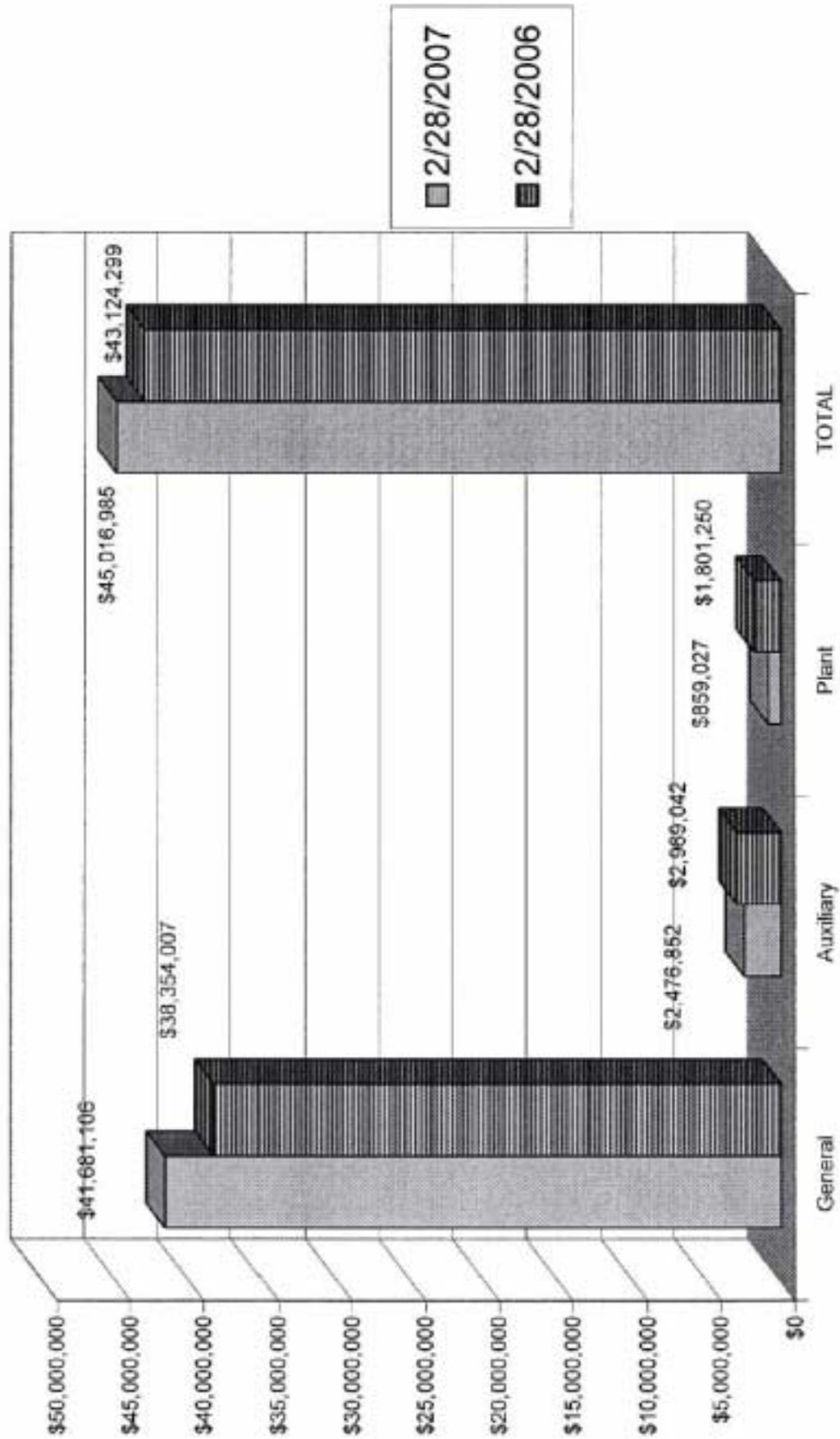
GRAND RAPIDS COMMUNITY COLLEGE  
 BUILDING & SITE FUND - GENERAL  
 FOR PERIOD ENDED JANUARY 31, 2007

	ADOPTED BUDGET	2006-2007 ACTUAL 01/31/07	PERCENTAGE
<b>REVENUE:</b>			
PROPERTY TAXES	7,300,000	7,142,636	97.84%
INTEREST INCOME	47,500	8,175	17.21%
TECHNOLOGY AND EQUIPMENT TRANSFER	300,000	0	0.00%
<b>TOTAL REVENUE</b>	<b>7,647,500</b>	<b>7,150,811</b>	<b>93.51%</b>
<b>EXPENSES:</b>			
MAINTENANCE & OTHER EXPENDITURES	2,445,729	2,636,863	107.82%
TRANSFERS TO DEBT FUND	5,486,000	2,743,000	50.00%
TRANSFERS TO DESIGNATED FUND	230,000	230,000	100.00%
<b>TOTAL EXPENSES</b>	<b>8,161,729</b>	<b>5,609,863</b>	<b>68.73%</b>
<b>NET REVENUE (EXPENSE)</b>	<b>(514,229)</b>	<b>1,540,949</b>	

INVESTMENT REGISTER  
 PLANT FUND  
 2/28/2007

PURCHASE DATE	BANK	TYPE OF INVESTMENT	AMOUNT	DATE DUE	DATE SOLD	RATE	INTEREST RECEIVED
<b>GENERAL ACCOUNT</b>							
VAR	LaSalle	Money Market Gov't Fund	39,308.86	N/A		4.99	149.98
VAR	JP MorganChase	Money Market	341,962.39	N/A		4.95	1,289.05
			<u>381,271.25</u>				
<b>2003 Bond Issue</b>							
VAR	Huntington	Money Market	177,756.20	N/A		4.22	608.46
1/29/2007	Huntington	CD	300,000.00	4/4/2007		5.29	
			<u>477,756.20</u>				
		<b>Total Plant Fund</b>	<u>859,027.45</u>				

### Ending Cash & Investments



Motion by Trustee Maggini to approve the above consent agenda as presented. Motion carried.

## VI. ACTION ITEMS

None at this time.

## VII. POLICY REVIEW/DEVELOPMENT

- A. Topics for Consideration at a Future Meeting – None at this time.
- B. Status of Future Agenda Items – None at this time.
- C. Today's Topics
  - i. Future Funding Discussion –Update on Millage Request & Retirement Funding Formula
    - President Olivarez provided the Board with an update on the Friends of GRCC Committee along with an update on the campaign strategy.
    - Vice President Partridge provided the Board with a presentation on the retirement funding formula.
- D. Policy Review/Development – None at this time.

## VIII. PRESIDENT'S REPORT

- A. College Activities
  - 1. Updates and Other Items of Interest
    - President Olivarez extended his thanks to the faculty association for setting up a phone bank to help with millage campaign phone calls.
    - President Olivarez reported on the MQA site visit.
      - Thanks to the staff for all of their hard work.
      - The institution and staff shined throughout this site visit, and he is very proud.
- B. Events on Campus – April 2007

### GRCC April 2007 Events

All events are free and open to the public unless otherwise noted.

#### April 1-4

We have assembled 10 of the finest vegan chefs to help enlighten and thrill you with their advancement in vegetarian cuisine at this year's Hospitality Education Department Vegetarian Awakening conference. New to this year's conference, each chef will have their own demonstration time and you will be able to see all presenters and chefs will be joined by two very dynamic personalities within the vegetarian community. We are proud to announce that Dr. T. Colin Campbell (Author of the China Study) and Dr. John McDougall( Author of Ten National Best Selling Books), will be presenting a special Health and Wellness session to promote the benefits of a vegan lifestyle endorsed by their programs. To register call Marcia Arp at 234-3690.

#### April 2 - 27

The GRCC Paul Collins Art Gallery will present the Annual GRCC Student Exhibition. The gallery is open Mon. - Thurs. 10:00 AM - 2:00 PM and 4:00 PM - 8:00 PM, and Fri. 12:00 PM - 3:00 PM.

#### April 10

The Diversity Empowerment Luncheon is an informal gathering of business, community leaders and concerned citizens interested in sharing information, enhancing their education and building stronger alliances in the work of valuing diversity and fighting racism. Each luncheon is held from 12-1:30 PM, and is highlighted by a keynote presentation. The keynote speaker or panel of presenters provides luncheon attendees with current

information, valuable resources and personal experiences related to specific issues connected to diversity and inclusion. To register call Collette Newell at 234-3531.

### **April 11 – 14**

The GRCC Players present the Student Directed One Acts, a series of one act plays at 8 p.m. in the Spectrum Theater. For ticket information call the Box Office at 234-3946.

April 11-14

**GRCC Players present the Student directed One Acts. All show times are at 8:00PM in the Spectrum Theater. For ticket information call the Box Office at 234-3946.**

April 18-29

**Jewish Theatre Grand Rapids presents: The Chosen Thursday and Saturday show times are 8:00PM-Sunday shows at 3:00PM in the Spectrum Theater. For ticket information call the Box Office at 234-3946.**

### **April 20**

Musical Moods, a collage concert presented by all of the GRCC music ensembles, will be held at the Devos Center for Arts and Worship (at Grand Rapids Christian High School) at 7:30 pm. Tickets are \$10, and \$7 for students and seniors.

### **April 30**

Distinguished Alumni Event

## **GRCC April 2007 Sports**

Tickets are \$3.00 each.

### **Baseball**

April 1 1:00 p.m. Macomb Warren, MI  
 April 4 2:00 p.m. Lansing Belknap Park  
 April 6 2:00 p.m. Muskegon Muskegon, MI  
 April 9 1:00 p.m. Henry Ford Belknap Park  
 April 11 2:00 p.m. Kellogg Belknap Park  
 April 14 12:00 p.m. South Suburban South Holland, IL  
 April 15 1:00 p.m. Mott Flint, MI  
 April 18 2:00 p.m. Ancilla Donaldson, IN  
 April 20 2:00 p.m. Lake Michigan College Belknap Park  
 April 22 1:00 p.m. St. Clair Belknap Park  
 April 25 2:00 p.m. Lansing Lansing, MI  
 April 27 2:00 p.m. Muskegon Belknap Park  
 April 29 1:00 p.m. Kalamazoo Valley Belknap Park  
 April 30 1:00 p.m. Owens Belknap Park

### **Golf**

April 3 1:00 p.m. Pilgrims Run Pilgrims Run Pierson, MI Invitational  
 April 6 11:00 a.m. Muskegon Stonegate Twin Lake, MI Invitational  
 April 7 10:30 a.m. Kalamazoo Valley Stonehedge Augusta, MI Invitational North  
 April 10 1:30 p.m. GRCC Invitational Egypt Valley Ada, MI  
 April 13 10:00 a.m. Glen Oaks Angels Crossing Vicksburg, MI Invitational  
 April 17 9:00 a.m. GRCC Invitational Egypt Valley Ada, MI  
 April 26 10:00 a.m. Aquinas College L.E. Kaufman Wyoming, MI Invitational

April 27 9:30 a.m. Western Conference Bedford Valley Bedford, MI

**Softball**

April 1 1:00 p.m. Lansing CC Lansing,  
April 6 3:00 p.m. Muskegon CC Belknap  
April 8 12:00 p.m. Kalamazoo Valley CC Kankakee, Kankakee CC Tournament  
April 8 2:00 p.m. Moriane Valley CC Kankakee, Kankakee CC Tournament  
April 9 10:00 am Kankakee CC Kankakee, Kankakee CC Tournament  
April 9 3:00 p.m. Kankakee CC Kankakee, Kankakee CC Tournament  
April 11 3:00 p.m. Kalamazoo Valley CC Kalamazoo,  
April 13 3:00 p.m. Ancilla College Donaldson,  
April 14 12:00 p.m. Illinois Central College East Illinois Central College Tournament  
April 14 2:00 p.m. Kankakee CC East Peoria, IL Illinois Central College Tournament  
April 14 4:00 p.m. Jefferson College East Peoria, IL Illinois Central College Tournament  
April 15 10:00 a.m. Jefferson College East Peoria, IL Illinois Central College Tournament  
April 15 12:00 p.m. Kankakee CC East Peoria, IL Illinois Central College Tournament  
April 18 3:00 p.m. Lake Michigan College Belknap Park  
April 19 3:00 p.m. Glen Oaks CC Centreville, MI  
April 20 3:00 p.m. Kellogg CC Battle Creek, MI  
April 22 1:00 p.m. Lansing CC Belknap Park  
April 25 3:00 p.m. Muskegon CC Muskegon, MI  
April 27 3:00 p.m. Glen Oaks CC Belknap Park  
April 29 1:00 p.m. Kalamazoo Valley CC Belknap Park

**IX. ADDITIONAL COMMENTS FROM THE FLOOR**

None at this time.

**X. REQUESTS FOR INFORMATION AND FOLLOW UP**

- i. Trustee Maggini requested that a letter of congrats be sent to George Potter for his 44 years of service as a Jackson Community College Board of Trustee member.
- ii. Trustee Maggini requested that a letter of condolences be sent to the Oakland Community College Board of Trustees for their loss of Trustee Janice Simmons.
- iii. Trustee Stearns reminded the Board that President's Evaluation process will begin soon.

**XI. ADJOURNMENT**

The Board adjourned at 5:45 p.m.

No further business was discussed.

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Secretary