

**Delta College**  
**Board of Trustees Special Meeting**  
**Virtually via Zoom (1-929-205-6099 Webinar ID 834 0075 2932)**  
**Held virtually in accordance with Public Act 228 of 2020 due to the COVID-19 Pandemic**  
**Wednesday, December 16, 2020**  
**4:00 p.m.**

<b>BOARD PRESENT</b>	M. Benecke, A. Buckley, D. Middleton, M. Rowley, M. Thomas
<b>BOARD ABSENT</b>	R. Emrich, S. Gannon, K. Lawrence-Webster, M. Nash
<b>OTHERS PRESENT</b>	T. Brown, J. Carroll, P. Clark, E. Clement, A. Cramer, M. Crawmer, C. Curtis, M. Donegan, S. DuFresne, D. Fairchild, J. Goodnow, S. Lewless, K. Rishe, E. Roth, K. Schuler, A. Ursuy
<b>PRESS PRESENT</b>	None
<b>CALL TO ORDER</b>	Board Chair Middleton read a meeting overview at 4:02 p.m.

“The Board is authorized to hold this virtual meeting with participation through the Zoom platform in compliance with the Michigan Open Meetings Act as amended (Public Act 228 of 2020).

The Zoom platform allows participants to participate virtually via phone or computer and ensures that the public can participate in this meeting.

For those joining us today, we want to ensure everyone can hear the board meeting. To minimize audio feedback, we ask all virtual participants to NOT use any speakerphone options.

All participants are currently muted to prevent any background noise or feedback. Board members will be unmuted to allow full participation during the meeting when recognized by the Board Chair. *For clarity, please state your name prior to speaking.*

- If you are joining via phone and wish to be recognized, please press \*9.
- If you are joining via the video option on your computer, please press the “raise hand” option.

I have asked our Assistant Board Secretary, Talisa Brown; and Kay Schuler, Administrative Assistant in the President’s Office, to serve as moderators to assist me with today’s meeting.

Our moderators will note those who wish to address the Board and will unmute your lines one by one, announcing who is being unmuted.

Please note that all votes will be taken via roll call by our Board Secretary, Andrea Ursuy.

In addition, “the amendments (to the Open Meetings Act that went into effect on October 16, 2020) impose a new requirement for any member of the public body participating remotely to publicly announce, at the outset of the meeting, that he or she is participating remotely. If the announcing member’s remote participation is for any reason other than military duty, the member must announce his or her physical location “by stating the county, city, township, or village and state from which he or she is attending the meeting remotely.” The member’s public announcement must be included in the meeting minutes.”

Therefore, our Board Secretary, Andrea Ursuy, will take attendance immediately after I call the meeting to order. When she calls your name, please say “here” and announce the city, township, or village; county; and state from which you are attending the meeting remotely.

If members of the public wish to address the Board, you may do so during the public comment portion of the meeting, which is on our agenda and will be announced by the Board Chair. At that time, those wishing to address the Board should indicate their desire to speak by pressing \*9 (star-9) or the “raise hand” option.

Notes on rules for public comment, please press \*9 or the “raise hand” option to be recognized by the Board Chair. When you are acknowledged by the Board Chair, we ask that you state your name and you may state your county of residence. As outlined in the Board of Trustees Bylaws, please limit your comments to five minutes.

Again, note all participants have been muted, except for the Board Chair. I will recognize you and you will be unmuted.”

Board Chair Middleton called the meeting to order at 4:06 p.m.

**BOARD MEMBER  
ATTENDANCE**

Board Secretary A. Ursuy took attendance. Each Trustee indicated their presence, township or city, and county of residence in Michigan from which they were participating in this meeting.

- A. Buckley – Present, Midland, Midland County
- M. Benecke – Present, Frankenlust Township, Bay County
- R. Emrich – absent
- S. Gannon – absent
- K. Lawrence-Webster – absent
- D. Middleton – Present, Williams Township, Bay County
- M. Nash – absent
- M. Rowley – Present, Bangor Township, Bay County
- M. Thomas – Present, Saginaw Township, Saginaw County

**APPROVAL OF THE  
AGENDA**

Board Chair Middleton read the agenda. Board Chair Middleton called for approval of the agenda. M. Benecke made a motion to approve the agenda. Thomas seconded the motion.

The results of the roll call vote to approve the agenda are as follows:

M. Benecke – Yes  
A. Buckley – Yes  
D. Middleton – Yes  
M. Rowley – Yes  
M. Thomas – Yes

Motion passed unanimously.

## **PUBLIC COMMENTS**

Board Chair, D. Middleton, called for public comment.

C. Curtis, Midland County Resident and President of the Delta College Faculty Association thanked the Board for scheduling this special meeting. He also thanked the Administration for facilitating this process.

## **BOARD ACTION APPROVAL OF COVID WORK MODIFICATION PAYMENT (BA5354)**

It is the recommendation of the Administration that the Board of Trustees approve the one-time payment to the eligible employees as determined by the College, for modifications that were implemented by faculty and staff members in response to the COVID-19 pandemic. The total amount of the payments is estimated to be \$216,155.

M. Benecke made a motion to approve the recommendation. M. Thomas seconded the motion.

J. Goodnow thanked the Trustees for taking the time to meet on such short notice. She said since the COVID-19 Pandemic changed all our lives over 9 months ago, we recognize how our Delta College employees had to significantly modify their work and personal lives to maintain safety measures and COVID protocols.

She said that we recognize the challenges and increased stress that everyone has endured. Faculty members modified the way they had to deliver instruction to our students. Other employees modified their work spaces on campus, or began working remotely from home, all to continue our essential college services.

We also want to recognize the faculty that taught face to face on campus under stringent COVID restrictions, and other employees who have remained on campus in order to keep our operations going.

During this time, we have continued to serve our students, our community and our stakeholders.

At this time, the administration is making the recommendation that we provide a financial consideration payable to our employees for their required modification in response to the COVID-19 pandemic. This would be a one-time payment and would be given to our faculty, adjuncts and all full-time and part-time employees who were on our payroll during the Fall 2020 semester.

Full-time faculty and staff will receive \$300. Adjuncts and part-time staff will receive \$150. We have 734 employees that will receive this payment. The total estimated cost would be \$216,155.

J. Goodnow said we have worked diligently to find a way to use our Coronavirus Relief Fund Grant (CRF) dollars to cover over 1/2 of the cost of this proposed payment. And the remaining amount will be paid for with the COVID general fund dollars the College appropriated when the Trustees approved the budget last June.

The College was hoping to use the CRF grant for the entire amount, but this was not possible due to the restrictive guidelines of this grant. We also explored the other CARES Act grants, hoping to use those dollars, however it would not qualify as an allowable expenditure.

Employees would receive the payment in their December 24, 2020 regular payroll check. We are referring to the payment as a: COVID Work Modification.

M. Thomas asked who qualifies for the payment. S. Lewless, Director of Human Resources said that we are using the current semester to determine eligibility. We have furloughed individuals that would not receive the payment. We looked into this, and we had concerns if they receive any type of payment while receiving unemployment, it could harm their unemployment status.

D. Middleton said that, while Trustee Nash could not be here today, he did reach out to her to express his support.

J. Goodnow thanked S. DuFresne, A. Ursuy, and their staff for their work in making this happen.

D. Middleton said she said that “we are all happy to make this happen” for faculty and staff.

The results of the roll call vote to approve the motion are as follows:

M. Benecke – Yes  
A. Buckley – Yes  
D. Middleton – Yes  
M. Rowley – Yes  
M. Thomas – Yes

Motion passed unanimously.

**TRUSTEE COMMENTS**

M. Benecke said thank you and Merry Christmas.

M. Thomas said happy holidays.

**CHAIR COMMENTS**

Chair Middleton said that she is thrilled the Board was able to do this. She wished all a happy holiday.

**ADJOURNMENT**

There being no further business, Board Chair Middleton adjourned the meeting at 4:21 p.m.

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Andrea Ursuy, Board Secretary