

**Washtenaw Technical Middle College
Meeting Minutes – WMTC Board of Directors
December 4, 2024**

I. Call to Order: The meeting was called to order by Chairman Muthig at 8:35 a.m.

II. Roll Call: Chairman Muthig, Director Gensheimer, Director Jackson, Director Miller, and Director Peurach

III. Public or Staff Communications: There were none at this meeting.

IV. Featuring WTMC – Accreditation Update: Julee Boland and Michelle Vanhala presented the Accreditation Overview with the plans, status and next steps. The accreditation team and the WTMC staff have been working on the accreditation steps since last spring. All documentation will be submitted by February 25, 2025 and the presentation to the lead evaluator will take place on March 25, 2025.

V. Updates and Announcements: There were none at this meeting.

VI. Consent Agenda: The Meeting Agenda, the October 2, 2024 Board Meeting Minutes, and the September & October 2024 Financials, were all approved. Director Gensheimer moved and Director Miller seconded, the motion carried unanimously.

VII. Committee Reports: Finance Committee; Director Miller and Dean Covert met with the staff at the WISD and went over some changes to the CD's and procedures with WTMC. Annual meetings have been set up for Director Miller and Dean Covert to meet with the WISD staff in the future. Governance Committee; Director Jackson and Director Richards-Schuster have an interested person from the west side of the county as a potential new board member. Director Jackson recently met with another interested gentleman from eastern Washtenaw County. Policy Committee; Director Peurach, the Policy Committee had a meeting where there was conversation around the hiring of a new Science teacher who will be starting in January, as one of the current teachers is relocating to Grand Rapids with her family. The Dean's sabbatical was also brought up at the committee meeting.

VIII. Dean's Reports: Dean Covert; we had a 3.8% increase in students this fall. Our current count is over 780 students. We have maintained a 97% student retention level. Our accreditation process is going very well, and our data is excellent. We are fully staffed, with one teacher out on maternity leave, and we hired a new Science teacher to replace one of our teachers who will be relocating with her family in late December. All of our building projects are complete. The Community Room in the Student Center for our students at lunch has been a huge addition. We have had zero complaints of noise since the completion of the room. WTMC has completely integrated to Canvas, the new learning system chosen by WCC. The college is still using Blackboard, but will transition in 2025. Our use of Smart Pass has reduced the amount of tardies and absences in half.

IX. Strategic Planning: Director Gensheimer passed out a handout with the WTMC Core Value Clusters.

X. Board Topic for Discussion: The Board members went over the Core Values handout.

XI. Adjourn: Chairman Muthig adjourned the meeting at 10:32 a.m.