

**BAY MILLS COMMUNITY COLLEGE
BOARD OF REGENTS MEETING**



July 11, 2025

The meeting was called to order at 10:13 a.m. by Board Chair, Whitney Gravelle, with a quorum present.

Board Members Present:

Whitney Gravelle, Chairperson
Stephanie Walden, Vice Chair
Beverly Carrick, Secretary
Mike McKerchie, Member
Jacques LeBlanc, Jr., Member
Jane Rohl, Member

Board Members Absent:

Gail Glezen, Treasurer
Clayton Kincheloe, Member

Others Present:

Duane A. Bedell, President
Raelynn Hunter, Executive Assistant to the President
Laura Postma, Vice President for Business & Finance
Anna Carrick, Director of Human Resources
Samantha Cameron, Vice President of Academic Affairs
Wendy Heyrman, Vice President of Student Affairs
LaTara LeBlanc, Student Engagement Specialist
Diana McKenzie, Dean of Science & Allied Health Education
Sheryl Hammock, Dean of Occupational Education
Brandy Ball, Business & Office Administration Department Chair & Faculty
Candice LeBlanc, Director of Advancement
Holly Powless, Policy Analyst
Rebecca Liebing, Legal Counsel

APPROVAL OF THE AGENDA

Whitney Gravelle, Chair, asked for approval of the agenda. The Motion was made by Stephanie Walden, seconded by Jane Rohl, to approve the agenda. Motion carried with a vote of 5 for, 0 opposed, 1 abstaining, and 2 absent.

APPROVAL OF MINUTES

Whitney Gravelle, Chair, asked for approval of the minutes from April 11, 2025. The Motion was made by Jacques LeBlanc Jr., seconded by Stephanie Walden, to approve the minutes for filing without comment. Motion carried with a vote of 4 for, 0 opposed, 2 abstaining, and 2 absent.

FINANCIAL REPORTS

Financial Statements for July 2024 – May 2025

Laura Postma, Vice President for Business and Finance, presented the Board with an overview of the Financial Statements for the eleven-month period from July 1, 2024 – May 31, 2025. There is list of funded programs listed with time periods. There are grants which will be added in June from American Indian College Fund. Two programs which are highlighted included the Central Michigan University Enrichment and University of Minnesota Food Sovereignty grants. There is also another grant from American Indian College Fund which can be used as unrestricted funds. Laura stated this grant will fund wellness programs, cultural feasts, and departmental retreats. This will be recorded in the general fund and managed internally. Updates included highlights from the Balance Sheet for General Fund, Combined Statement of Revenues, Expenditures, and Changes in Fund Balance, Tuition and Fees, Investment Financials, and Schedule of Federal Financial Programs and Other Special Revenue. Whitney asked whether federal funding cuts would impact the college. Duane stated that he remains hopeful advocacy efforts for funding will help mitigate funding cuts. The Motion was made by Jacques LeBlanc

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Jr., seconded by Beverly Carrick, to approve the Financial Statements for July 2024 – May 2025.

Motion carried with a vote of 5 for, 0 opposed, 1 abstaining, and 2 absent.

General Fund Budget FY 25

Laura Postma, Vice President for Business and Finance, presented the Board with an overview of the General Fund Budget FY 25. Laura discussed the contract with Ellucian Colleague which will be the new software for the Student Information System. Whitney added in a comment on how exciting it is to see how well the financials are maintained. The Motion was made by Jane Rohl, seconded by Beverly Carrick, to approve the General Fund Budget for FY 25. *Motion carried with a vote of 5 for, 0 opposed, 1 abstaining, and 2 absent.*

Resolution NO: 25-07-11F

Laura Postma, Vice President for Business and Finance, requested approval regarding Resolution NO: 25-07-11F which grants a limited waiver of sovereign immunity and consent to waiver of tribal court jurisdiction to authorize an extension of the revolving line of credit through PNC Bank for another year. The Motion was made by Jacques LeBlanc Jr., seconded by Stephanie Walden, to approve Resolution NO: 25-07-11F. *Motion carried with a vote of 5 for, 0 opposed, 1 abstaining, and 2 absent.*

NEW BUSINESS

Confer Degrees

Duane Bedell, President, presented the Board with the degrees to be conferred, in which there were 39 credentials in all. *A detailed list is attached to the minutes for reference.* The Motion was made by Stephanie Walden, seconded by Jane Rohl, to confer the Degrees/Certificates. *Motion carried with a vote of 5 for, 0 opposed, 1 abstaining, and 2 absent.*

Reaffirm Email Votes: Resolution NO: 25-07-11A, 25-07-11B, 25-07-11C, 25-07-11D, & Degrees to be Conferred

Holly Powless, Policy Analyst, requested approval to reaffirm email votes regarding Resolution NO: 25-07-11A, 25-07-11B, 25-07-11C, 25-07-11D, & Degrees to be Conferred. Resolution 25-07-11A grants a limited waiver of sovereign immunity and consent to waiver of tribal court jurisdiction for the software services agreement with Singlewire Software, LLC to obtain a license to use school safety software. Resolution 25-07-11B grants a limited waiver of sovereign immunity and consent to waiver of tribal court jurisdiction for the master terms agreement with NWEA for a software license subscription. Resolution 25-07-11C grants a limited waiver of sovereign immunity and consent to waiver of tribal court jurisdiction for the master agreement with Ellucian Company, LLC to purchase a management software license subscription. Resolution 25-07-11D grants a limited waiver of sovereign immunity and consent to waiver of tribal court jurisdiction for the professional services agreement with Strata Information Group, Inc. to provide services in conjunction with the implementation of software acquired from Ellucian Company, LLC. The Motion was made by Jane Rohl, seconded by Jacques LeBlanc Jr., to approve Resolution NO: 25-07-11A, 25-07-11B, 25-07-11C, 25-07-11D, & Degrees to be Conferred. *Motion carried with a vote of 5 for, 0 opposed, 1 abstaining, and 2 absent.*

Resolution NO: 25-07-11E

Holly Powless, Policy Analyst, requested approval regarding Resolution NO: 25-07-11E which grants a limited waiver of sovereign immunity and consent to waiver of tribal court jurisdiction for the Master Services Agreement with emPower Solutions, Inc for a software subscription. This will be the new vendor for Title IX Training for students and staff. The

Motion was made by Jane Rohl, seconded by Jacques LeBlanc Jr., to approve Resolution NO: 25-07-11E. Motion carried with a vote of 5 for, 0 opposed, 1 abstaining, and 2 absent.

Resolution NO: 25-07-11G

Holly Powless, Policy Analyst, requested approval regarding Resolution NO: 25-07-11G which grants a limited waiver of sovereign immunity and consent to waiver of tribal court jurisdiction for the Master Services Agreement with Watermark to obtain a free software Artificial Intelligence add-on to the existing software subscription. The Motion was made by Beverly Carrick, seconded by Stephanie Walden, to approve Resolution NO: 25-07-11G. Motion carried with a vote of 5 for, 0 opposed, 1 abstaining, and 2 absent.

Policy 100.116 – Generative Artificial Intelligence Use

Holly Powless, Policy Analyst, requested approval regarding Policy 100.116, Generative Artificial Intelligence (AI) Use. This will be a new policy to cover Bay Mills Community College systems and requires staff to have any new AI software be examined by IT before downloading. Along with that, the requirement prohibits the use of AI by staff and students to be used in harmful manners. Whitney added in the discussion topic about possibly adding in language in the policy regarding Anishinaabe language and imagery. The Motion was made by Beverly Carrick, seconded by Stephanie Walden, to approve Policy 100.116 - Generative Artificial Intelligence Use. Motion carried with a vote of 5 for, 0 opposed, 1 abstaining, and 2 absent.

Program Proposal: Certificate of Completion – Accounting

Brandy Ball, Business & Office Administration Department Chair & Faculty, is seeking approval for the proposal to offer a Certificate of Completion in Accounting. The program was designed to provide students with applied workforce ready accounting skills while supporting

long-term professional goals, including a pathway to the CPA. The certificate will offer a targeted curriculum that blends the technical training and conceptual understanding to prepare graduates for entry level roles in accounting, finance, and business-related degree programs. The program will require additional courses to be added including federal taxation, information systems in accounting, and auditing and assurances. The State of Michigan requires 150 credit hours for education to proceed to the CPA exam. Brandy Ball completed a market study which shows the growth of this program. Brandy explained, after reviewing open accountant positions in both Bay Mills and Sault Tribe, the high demand for accountants. Samantha Cameron explained this is not a standalone certificate and will be in tandem with the completion of the business administration bachelor's degree. The Motion was made by Jane Rohl, seconded by Beverly Carrick, to approve the Program Proposal: Certificate of Completion – Accounting.

Motion carried with a vote of 5 for, 0 opposed, 1 abstaining, and 2 absent.

President's Report

Duane Bedell, President, presented the Board with the following updates:

- Duane has attended several events along with hosting events on campus including the staff gathering which highlighted the academic year and celebrate those who earned credentials. Additionally, BMCC hosted a family day at Brimley State Park.
- Commencement was held on Friday, May 16th. Duane highlighted the success of the ceremony with the students and their families.
- Charter School team attended the Charter School Day at the State Capitol, an annual event hosted by MAPSA. This year at the event, a couple of BMCC's academies were highlighted to showcase their students and their

school. The academies who were in attendance included State Street Academy, Multicultural Academy, and Frontier International Academy.

BMCC was a t-shirt sponsor for the event.

- Duane attended two public academy graduations, Arts and Technology Academy of Pontiac and Frontier Academy. He mentioned the highlight of this trip was learning about their cultures during the ceremonies.
- The TRiO Symposium was held at Bay Mills Resort & Casino's Horizon Center to celebrate the success of the TRiO students. Duane stated he enjoyed attending the event and seeing the success of the event hosted by their department.
- Duane attended a networking event hosted by the Advancement team which included various agencies and allowed the team to learn more about the local school districts that BMCC serves.
- Duane attended the Upper Peninsula President's meeting that was held at Northern Michigan University.
- Duane spoke at the Sault Area Chamber of Commerce Leadership Program meeting where he was able to share information about BMCC including the various leadership styles used within the college.
- There were two articulation agreements signed.
 - Nebraska Indian Community College traveled to BMCC to sign an agreement for Early Childhood Education which will allow their students to complete their associate's degree and transfer to BMCC to complete their bachelor's degree.

- The other articulation agreement was signed with Northern Michigan University which will allow BMCC students in the language program to transfer to NMU to obtain a state certification to teach Anishinaabemowin in K-12 school systems. This is the only MDE Endorsed Language Instruction Certification for teachers in the state of Michigan.
- The fitness center is currently undergoing renovations including painting along with a mural being painted by Caitlin Wanic. Additionally, the free weights were moved into a separate room which allows more room for updated equipment. The goal is to have another Grand Opening once renovations are complete.
- Duane discussed the TCCC Budget. These are funds received from the BIE based on the FTE of the Indian Student Count (ISC) from the prior, prior year. There will still be a lot of advocacy needed for FY26 and plans have been put together to support these efforts.
- SNAP-ED funding has been cut, and four employees have been affected due to these cuts. Duane is working with Steve Yanni regarding this matter.
- There was positive news regarding TRiO funding. BMCC had plans in place to absorb those employees who would be affected by the potential loss of funding for this department.
- BMCC did not receive the USDA loan for the new facility. There are plans in place to look at other funding opportunities including the payback guarantee loan.

- There was a lawsuit against BMCC relating to a school in Detroit that BMCC charters involving a bus incident in 2023. The team is working diligently to get this matter resolved and get BMCC's name removed from this case.
- Upcoming Travel:
 - AIHEC Board meeting in Montana at the end of July which is in conjunction with the Chief Academic Officers meeting.
 - College Fund Board meeting in Montana shortly after returning home from the AIHEC Board meeting. Duane will be visiting Chief Dull Knife College along with Little Big Horn College.
 - On Monday, July 14th, Duane will travel to Northern Michigan University for MiLeap Higher Ed Convening.
 - The week of July 21st, Duane will be traveling to Ferris State University to participate in networking golf event with President Pink along with other community college Presidents.
 - The first week of September, Duane will be traveling to North Dakota and attending United Tribes Technical College leadership gathering representing BMCC and providing a session on leadership.
 - Duane attended the NACIE meeting virtually and finished the final report to Congress. With this report, TCUs are advocating for increased funding. Once the Department of Education releases the report, it will be shared to the Board of Regents.

Departmental Updates

H.R. Update

Anna Carrick, HR Director, presented the Board with the following updates:

New Hires

- Joshua Hudson, Recruiting Specialist
- Jodi Wampler, Facilities Custodian
- Cindy Teeple, Facilities Custodian
- Bernice Biron, Nursing Faculty
- Katerina Keenan, Academic Affairs Administrative Assistant
- April Evans, Science Faculty – will begin in August

Resignations:

- Katie Thompson, Science Faculty
- Kristin Tadgerson, Food Service Employee

Transfers/Promotions:

- Raelynn Hunter, Student Engagement Specialist to Executive Assistant to President
- Lily Kuzmik, Academic Affairs Specialist to Student Engagement Specialist
- Shelby Passage, Academic Affairs Administrative Assistant to Academic Affairs Specialist
- Laura Parish, Academic Affairs Specialist to Lead Academic Affairs Specialist

Current Vacancies

- Nursing Faculty
- Native American Studies Adjunct Instructor

- Tribal Law Adjunct Instructor
- English Adjunct Instructor
- Business Administration Adjunct Instructor
- Food Service Employee

Colleague of the Month

- Tyler Hutchinson, April

Education Credentials

- Heather Church – Master of Arts, College of Education, Higher Adult Lifelong Education
- LaTara LeBlanc – Master of Arts, Higher Education Administration and Social Justice
- Danielle Schofield – Master of Arts, Higher Education Administration and Social Justice
- Tenniel McLeod – Master of Arts in Spirituality, Culture, and Health
- Shelby Passage – Bachelor of Science, Business Administration
- Raelynn Hunter – Bachelor of Science, Business Administration
- Anna Carrick – Bachelor of Science, Business Administration

Employee Satisfaction Survey

- 42 completed survey
 - Likes include employee and student support focus, workplace atmosphere and facilities, and employee benefits and perks.

Student Affairs

Wendy Heyrman, Vice President of Student Affairs, gave the following updates:

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- The news was released on July 3rd that TRiO was funded. The positions within this department are vital to the success of BMCC students.
- CNSS grant was funded for the third year. There are three employees covered by the grant which covers strategic enrollment management and Native student success goals at the college.
- Student Affairs team met with their Starfish strategic leader to review the annual update. They had great news regarding BMCC student success team stating they received 38/45 and are one of the highest EAB scoring partners out of 800 schools.
- The admin withdrawal policy has been in effect since the last meeting. Wendy discussed the effectiveness of the signature of the recipient and states she is unsure if this is helping due to the number of letters that are being returned. Wendy would like to address taking the part out of the policy regarding the signature required due to the lack of effectiveness. Communication efforts including email and phone calls as well. There were 25 students in total that were admin withdrawn in the spring 2025 term and none of those students contested the withdrawal decision.

Academic Affairs

Samantha Cameron, Vice President of Academic Affairs, gave the following updates:

- For Fall 2025, there are currently 378 students enrolled. This is an increase of 100 students ahead of enrollment numbers at this time two years ago.
- Due to the planned increased enrollment numbers, the academics team is working hard to fill instructor positions.
- Sheryl Hammock stated the ECE department received a grant which helped get the last of Michigan tribes under the HOPE grant. This will allow students who work

for a head start to be able to come to BMCC to take courses and be given additional resources to remain successful throughout their academic journey. There are two staff from this department heading to Mississippi to recruit students from the Choctaw Nation. Additionally, they are traveling to Lac Vieux Desert for recruitment efforts.

- Diana McKenzie shared information regarding the Science camp hosted in June in collaboration with Boys and Girls Club and Ojibwe Charter School supported by the National Science Grant. This was the first time it was hosted since 2015 and had 21 children who attended.

Advancement

Candice LeBlanc, Director of Advancement, gave the following updates:

- The annual golf scramble was held on June 6th and raised around \$20,000 which will go towards student scholarships.
- There was funding received from San Manuel Tribe for the nursing program.
- The department has raised over \$130,000 for the college since Candice has started in her position.
- Chelsey Cameron has been working on student identity and marketing consistency including strengthening the brand for the Home of the Pikes. The team would like to include more marketing material with students, especially Student Council.
- The team would like to increase digital marketing and targeted communication.
- Joshua Hudson was recently hired and is working on travel schedule to coordinate recruitment efforts and promote partnerships with other colleges.

- Recently, the team hosted a networking event which had a positive outcome.

There were areas highlighted which were related to students needing more support for the financial aid process. Their team will collaborate efforts to ensure students receive the necessary support.

PUBLIC COMMENT

There was no public comment.

NEXT MEETING DATE

The next meeting date is scheduled for October 24, 2025.

ADJOURNMENT

With no further business, Whitney Gravelle, Chair, adjourned the meeting without objection.

Meeting Adjourned at 11:41 a.m.

Respectively Submitted:

Minutes Taken By:

Beverly Carrick, Secretary

Raelynn Hunter

Executive Assistant to the President