

**Approved Minutes of the  
Alpena Community College Board of Trustees Regular Meeting**

December 19, 2019

Roger C. Bauer Board Room, Charles R. Donnelly Natural Resources Center  
665 Johnson Street, Alpena, MI 49707

On Thursday, December 19, 2019, the Alpena Community College Board of Trustees gathered for its regular monthly meeting. The meeting began at 7:00 p.m.

Present: John Briggs, Teresa Duncan, Joseph Gentry II, Lisa Hilberg, and Florence Stibitz.  
Absent: Susan Stender and Tom Townsend.

Seated at the Board Table: President Don MacMaster and Board Secretary Jay Walterreit.

Trustee Hilberg led the Pledge of Allegiance.

**Approval of Agenda**

Moved by Trustee Stibitz that the agenda be approved as presented; seconded by Trustee Duncan. Ayes: 5. Nays: 0. Motion approved.

**Approval of the Proposed Minutes from the November 21, 2019, Regular Board Meeting**

Trustee Gentry moved to accept the proposed minutes from the November 21, 2019, regular board meeting; Trustee Stibitz seconded the motion. Ayes: 5. Nays: 0. Motion approved.

**Introduction of Guests and Public Comment**

Guests attending the regular meeting included: Ben Stevens, WATZ; Deborah Bayer, ACC administration; Richard Sutherland, ACC administration; Nick Brege, ACC administration; Brenda Herman, ACC administration; Jeff Blumenthal, ACC administration; and Mark Grunder, ACC administration.

**Communication(s)**

None.

**Board Member and Subcommittee Reports**

Chairman Briggs noted the Property Subcommittee meeting on Wednesday, December 18. The subcommittee discussed the status of the Van Lare Hall renovation project.

**Student Report**

None.

**Faculty Reports**

None.

## **President's Report**

President's Report to the Alpena Community College Board of Trustees  
December 19, 2019

### Enterprise Resource Planning - Student Information System (ERP-SIS) Update

Over the past two years, ACC officials have been wrestling with escalating costs in both ERP-SIS software licensing and the infrastructure used to host the solutions. The College's ERP-SIS is an integral part of ACC's operations and includes integrated components such as registration, curriculum management, student advising tools, financial aid, accounts receivable, finance, human resources, and reporting.

Several alternatives were evaluated, including migrating to a new ERP-SIS platform and hosting the systems in a cloud-managed environment. Ultimately, the College's commitment to a long-term contract and the costs associated with implementing a new system required the College to negotiate for better licensing terms with our current ERP-SIS provider, Ellucian.

Last spring, Office of Information Technology administrators determined it was more cost effective to purchase VM servers and firewall appliances to manage and self-host our ERP-SIS. In late July, the OIT staff successfully migrated our ERP-SIS platform from Merit's cloud-based servers to the new self-hosted VM servers.

This fall, College officials successfully negotiated revisions to our long-term contract with Ellucian. The revised contract, which runs through June 30, 2024, includes additional services (unrestricted user licenses, Student Planning, Activities and Events, Campus Organization) and will not cost the College additional licensing fees. Office of Information Technology co-director Jeff Blumenthal is here to discuss the agreement and answer questions. Kudos to Jeff, Mark Grunder, and the rest of the OIT team for their good work on this mission-critical issue.

## 7<sup>th</sup> Grade Students Campus Tour

A photo and message from Darrin Lightner, who was helping with the 7<sup>th</sup> grade students campus tour on Wednesday, December 18:



“At yesterday's 7th grade CTE tours, the little guy in the middle of the attached picture raised his hand and asked Andrew Paad, ‘Is it normal that every step I take in this place makes me want to go to school here?’” — Darrin Lightner

### **Action Items**

#### 2.759 Proposed Revisions to 7000-Series Policies (Second Reading)

The following resolution was proposed by Trustee Hilberg and seconded by Trustee Gentry:

The Board of Trustees approves on second reading the proposed changes to policies 7001, 7002, 7003, 7004, 7005, 7006, 7007, 7008, 7009, 7010, and 7012. Additionally, the Board of Trustees approves on second reading the new policy 7013, Policy on Maintaining Daily Crime Log.

Ayes: 5. Nays: 0. Motion approved.

## 2.760 Van Lare Hall Renovation Project Bids

The following resolution was proposed by Trustee Stibitz and seconded by Trustee Hilberg:

The Board of Trustees authorizes appropriate officials to submit acceptable bids for the Van Lare Hall renovation project to the Department of Technology, Management and Budget for approval. The remaining renovation project bids and an overall renovation project summary will be shared with the Board of Trustees when completed.

Ayes: 5. Nays: 0. Motion approved.

### **Information Items**

During the financial report President MacMaster noted the second bullet on the first page which summarized tuition and fees revenue. That revenue is \$421,082 more than the previous year due primarily to higher than expected enrollments and an increase in the tuition rate.

New hires, terminations, and status changes from November 14 to December 13, 2019.

#### New Hires:

- Alecia Dietz, ESP2 Tutor Coordinator, effective 12/09/2019.

#### Re-hires:

- Duduzile (Phindi) Mashinini, ESP2 Tutor Coordinator, effective 11/18/2019 (previously an adjunct instructor)

#### Transfers:

- Amanda Sumerix, Director of Strengthening Institutions Program (SIP) Grant, effective 11/25/2019.

#### Resignations:

- Dudzile Mashinini, ESP2 Tutor Coordinator, effective 12/12/2019.

The Gifts and Grants Report showed the following activity between November 13 and December 9, 2019:

Total Donors: 231

New Gifts:	\$25,678.23
Pledge Payments:	\$13,053.00
New Pledges:	\$25,350.00

ACC Foundation Executive Director Brenda Herman gave a brief overview of the results of the Foundation's Giving Tuesday fundraising efforts which brought in approximately \$32,000 in

new donations from 106 donors. The Foundation partnered with Alpena Alcona Area Credit Union and placed volunteers in AAACU branches to solicit donations.

### **Board Discussion**

Chairman Briggs noted the distribution of the 2020 regular meeting calendar and reminded everyone the Board has gone back to the third Thursday of every month (except for July) rotation.

### **New Business**

None.

### **Suggested Future Agenda Items**

None.

### **Next Regular Meeting**

The next regular Board of Trustees meeting is scheduled for 7:00 p.m. Thursday, January 16, 2020, in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center, 665 Johnson Street, Alpena, MI 49707.

### **Adjournment**

The regular meeting was adjourned at approximately 7:36 p.m.

Jay Walterreit  
Secretary of the Board of Trustees  
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