

**Approved Minutes of the  
Alpena Community College Board of Trustees Regular Meeting  
April 21, 2022  
665 Johnson Street, Alpena, MI 49707**

On Thursday, April 21, 2022, the Alpena Community College Board of Trustees held its regular monthly meeting in the Roger C. Bauer Board Room, 400 Natural Resources Center. The meeting was called to order at 7:00 p.m. by Chairman Briggs.

Present in person: John Briggs, Teresa Duncan, Joseph Gentry II, Susan Stender, Florence Stibitz, and Tom Townsend. Lisa Hilberg joined the meeting at 7:13 p.m. Absent: none.

Also present in person: President Dr. Don MacMaster and Board Secretary Denis “Jay” Walterreit.

Trustee Stender led the Pledge of Allegiance.

### **Approval of Agenda**

Moved by Trustee Townsend that the agenda be approved as presented; the motion was seconded by Trustee Stibitz. Ayes: 6. Nays: 0. Motion approved.

### **Approval of the Proposed Minutes from the March 17, 2022, Regular Board Meeting and the April 5, 2022, Special Board Meeting**

Trustee Gentry made the motion to approve the proposed minutes from the March 17, 2022, Regular Board Meeting and the April 5, 2022, Special Board Meeting; Trustee Stender seconded the motion. Ayes: 6. Nays: 0. Motion approved.

### **Introduction of Guests and Public Comment**

Guests attending the meeting in person or via Webex were: Officer Jason Collegnon, Alpena Police Department; Steve Fosgard, ACC administration; Andrew Paad, ACC faculty; Tim Kuehnlein, ACC faculty; Jim Berles, ACC faculty; Aiden Chism, ACC student; Mark Grunder, ACC administration; Meghan Wright, ACC student; Olivia Hemker, ACC student; and community member Robert Tosch.

Robert Tosch addressed the trustees during the Public Comment portion of the meeting.

### **Communication(s)**

None.

## **Board Member and Subcommittee Reports**

Trustee Townsend reported that the Property Subcommittee met on April 12 to discuss the location of an outdoor tree-trimming lab for the Utility Arborist program. Walt Wiltse, director of the program, proposed using a wooded space located off of Woodward Road adjacent to the ropes course.

Trustee Duncan gave the following report on recent work in the ACC Foundation:

- An April 11, 2022, ACC Foundation press release announced the first Granum Grant Awards. Much appreciation to Brenda Herman and Tim Kuehnlein for their leadership and efforts to finally bring this grant to fruition. (Copy of press release provided) Applications are being accepted for the second round of Granum Grants, due 6/1/22.
- Discussion at recent Grants & Scholarship Development Committee: 1) Possibly offering scholarships to Early College graduates who have not completed their ACC degree/certificate program to encourage them to stay at ACC for that final semester or year. 2) The committee is investigating means to assist 13th year students from outlying areas with expenses incurred by coming to campus such as travel and/or housing. A bit of an unanticipated consequence to 13th year students is that they cannot apply for financial aid because they have not yet graduated from high school. These discussions are happening at the committee level and will be brought to the Foundation Board at the 4/28/22 meeting.
- Other topics in early discussion: Foundation involvement in fundraising for student housing and campus life resources.
- Looking for dates for a combined Foundation Board + ACC Board luncheon, perhaps the week of May 23rd or June 6th.

## **Student Report**

ACC student Aidan Chism gave a presentation entitled “The History of Maps and Map Making: An Interdisciplinary Exploration” which was written as part of his individual study course with instructors Tim Kuehnlein and Jim Berles.

## **Faculty Report**

Combined with the Student Report.

## **President’s Report**

President’s Report to the Alpena Community College Board of Trustees  
April 21, 2022

### Health-Care Career Development Grant

Alpena Community College recently was awarded a \$180,000 Health-Care Career Pathway Development grant from the Michigan Department of Labor and Economic Opportunity (LEO) to develop (1) a region-wide Certified Nursing Assistant (CNA) program and (2) a part-time Licensed Practical Nursing (LPN) to Registered Nursing (ADN) track. The purpose of the grant

is to increase the opportunity for entry level workers to enter health care employment via a CNA credential and to support the advancement of LPNs already employed in the health care system to advance their skills and credentials while maintaining their current employment status.

Michigan Works! Northeast Consortium based in Onaway is the fiscal agent for this project in the Region 3 Prosperity Zone served by Alpena Community College. The project has involved working closely with employers to specify their skill needs and then assessing available educational opportunities. In doing so, a gap has been identified in the region's ability to support healthcare career development. Individuals working at entry or mid-level positions have difficulty scheduling their current workload and available classes. It is an extreme burden on both the employer and the individual to pause working in order to take classes. Therefore, this funding opportunity enables training providers to creatively and proactively support learners who are also working. Funding will support development of courses that can be delivered in alternative formats, such as online or hybrid, and offered at varying times, such as in the evening and part-time.

ACC has already begun development of these course tracks and looks forward to connecting these prospective new students to nursing career opportunities beginning in August 2022. For more information, contact ACC Nursing Director Dr. Melissa Fournier-Thomas (989-358-7426) or Director of Oscoda campus Dr. Marv Pichla (989-358-7442).

#### Early Middle College 13<sup>th</sup> Year Athletic Eligibility

On Friday, April 16, the National Junior College Collegiate Athletic Association (NJCAA) approved language that will allow 13<sup>th</sup> year Early Middle College (EMC) students to play sports at the community college level (see language below from NJCAA):

#### ***PROPOSED NEW LANGUAGE / ADDITION***

##### *Addition of B.1.c (NEW)*

*B.1.c. Students concurrently enrolled in state approved High School / College programs (ex: Pathways to Technology Early College High School "P-Tech") must have; completed all their high school graduation requirements, exhausted their high school athletic eligibility and receive written approval from the NJCAA, prior to participation in NJCAA athletics.*

#### ***APPROVAL***

*Approved by the EC on March 4, 2022*

The second step in this Early Middle College athletic eligibility approval process requires changing statutory language from 1996 at the State level. House Bill 6040, introduced by Representatives Pauline Wendzel (R-Watervliet) and Christine Morse (D-Tecumseh), would modify statute to allow Early Middle College students that have exhausted their eligibility for high school athletics to participate in collegiate athletics.

Kudos and thanks to ACC student Olivia Hemker for providing the written student testimonial that paved the way for this significant change.

### 70<sup>th</sup> Anniversary Open House

In honor of ACC's 70<sup>th</sup> anniversary, ACC staff are planning an open house for all alumni and friends of the college on Saturday, September 17. Planning for this event is in the early stages, but we do know that approximately 85,000 students have registered for classes at ACC since its inception in 1952. Our challenge — and our opportunity — will be to reach as many of these people as possible to invite them back to reconnect with the Alpena Campus and see what's changed over the years. Resources available in the SIP grant will fund much of this outreach process.

### **Action Items**

#### 2.834 Resolution of Congratulations for 2022 PTK All-Michigan Academic Team Member Olivia Hemker

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Alpena Community College unanimously extends its sincerest congratulations to Olivia Hemker for her numerous contributions to improving the quality of life at the College and for her outstanding scholarly accomplishments.

Ayes: 7. Nays: 0. Motion approved.

#### 2.835 Pre-Approval of Purchase of Computer Equipment

The following resolution was proposed by Trustee Duncan and seconded by Trustee Townsend:

The Board of Trustees authorizes appropriate College officials to spend up to \$100,000 to purchase desktop computer as part of the College's regular computer rotation program.

Ayes: 7. Nays: 0. Motion approved.

#### 2.836 Bids for Automatic Concrete Compression Testing Machine

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

The Alpena Community College Board of Trustees approves the purchase of a CM-500P-TS17A automatic compression testing machine from Test Mark Industries of Eas Palatine, Ohio, for a cost not to exceed \$31,258.08.

Ayes: 7. Nays: 0. Motion approved.

## 2.837 Purchase of Automatic Wheel Balancer

The following resolution was proposed by Trustee Townsend and seconded by Trustee Stender:

The Alpena Community College Board of Trustees approves the purchase of a B2000P Wheel Balancer from Snap-On Industrial for a cost not to exceed \$15,147.22.

Ayes: 7. Nays: 0. Motion approved.

## **Financial Report**

Notable points from Vice President for Administration and Finance Richard Sutherland's financial report include:

- The property tax receipts of \$2,811,460 are \$77,416 more than those for March 2021, as expected.
- Tuition/fee receipts of \$5,523,901 are \$333,817 lower primarily due to lower than anticipated enrollments.
- State aid for the current year is \$3,609,806. This includes six regular monthly payments of \$530,053, plus \$225,700 as a one-time appropriation payment, receipt of an offset payment, higher MPSERS offset contribution, and a semiannual personal property tax payment of \$90,461. This is the first personal property tax payment of the year.
- The difference in Federal is due to \$2,435,600 in Paycheck Protection Program funding recorded through September of 2020. The College did not budget nor expect any of those kinds of revenues in FY 2022.
- The General Fund received \$763,887 for lost tuition and fee revenue and recovered bad debt generated during the pandemic through Federal HEERF funds.

## **Personnel Report**

Personnel changes from March 11 to April 13, 2022.

### New Hires:

- None.

### Re-Hires:

- None.

### Transfers:

- William Shatrau, transfer from Custodian to Maintenance, effective 03/14/2022.

### Resignations:

- Bryan Robarge, ESP2 TRiO Advisor – North/South, effective 03/09/2022.

### Terminations:

- None.

Retirements:

- None.

Name Changes:

- None.

**Gifts and Grants Report**

This report reflects the following activity for pledges and gifts received by ACC and the ACC Foundation between March 9 and April 12, 2022.

Total Donors: 109

New Gifts:	\$70,865.71
Pledge Payments:	\$4,878.00
New Pledges:	\$0.00

**Board Discussion**

- The trustees agreed to a budget workshop at 5:30 p.m. on May 19.
- Chairman Briggs expressed interest in conducting a retreat session to talk about the future of higher education and how ACC will fit into that future. Trustee Gentry suggested having the retreat in the fall, possibly September after Fall enrollment is set.
- Trustee Duncan asked the trustees to consider scheduling a joint board meeting with the ACC Foundation board during the weeks of May 23 or June 6. The trustees agreed that Mondays worked well for meetings. After checking their schedules the trustees agreed that June 6 would work for the joint board meeting. Trustee Duncan will propose that date to the ACC Foundation board members and get back to the ACC Board with a decision.
- The trustees discussed details related to Commencement, which is being held at Wildcat Stadium on May 12. The trustees will get dressed in the home locker room; trustees are encouraged to watch the video from Tom Berriman regarding the layout and flow of the event.

**New Business**

None.

**Suggested Future Agenda Items**

None.

### **Next Regular Meeting**

The ACC Board of Trustees will conduct their next regular monthly meeting Thursday, May 19, 2022, at 7:00 p.m., in the Roger C. Bauer Board Room, 400 Donnelly Natural Resources Center. The meeting is scheduled to be held in person but that may change if necessary due to pandemic conditions. The trustees will also meet in the Board Room at 5:30 p.m. that day for a budget workshop.

### **Adjournment**

The regular meeting was adjourned at approximately 8:31 p.m.

Respectfully submitted by  
Denis J. Walterreit  
Secretary of the Board of Trustees  
(989) 358-7215