

**Approved Minutes of the  
Alpena Community College Board of Trustees Regular Meeting**  
August 18, 2022  
665 Johnson Street, Alpena, MI 49707

On Thursday, August 18, 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.

Trustees present in person: John Briggs, Teresa Duncan, Joseph Gentry II, Susan Stender, Florence Stibitz, and Tom Townsend.

Lisa Hilberg joined the meeting remotely via Webex and did not participate in voting due to not being physically present at the meeting. The Alpena Community College Board of Trustees Remote Attendance and Voting Policy states a trustee who is physically absent from a Board of Trustees meeting for reasons other than those listed in 15.263, Sec. 3, (2) of the Open Meetings Act but is attending the meeting via remote videoconferencing technology may participate in the meeting but may not vote on actions taken by the Board.

Absent: none.

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

Trustee Townsend 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 June 16, 2022, Regular Board Meeting and Closed Session**

Trustee Stibitz made the motion to approve the proposed regular meeting minutes and the closed session minutes from the June 16, 2022, board meeting; Trustee Gentry 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: Alpena Police Department Chief Joel Jett; Steve Fosgard, ACC administration; Nick Brege, ACC administration; Richard Sutherland, ACC administration; Jeff Blumenthal, ACC administration; Mark Grunder, ACC administration; Rob Mills, ACC faculty, Ashley Nowicki, and community member Robert Tosch.

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

## **Communication(s)**

President MacMaster read a card from the Alpena City Band thanking the College for allowing the ACB to use Granum Theatre for practices over the summer.

## **Board Member and Subcommittee Reports**

Trustee Stibitz gave a report on the MCCA summer conference held in July in Traverse City. Following are some highlights:

- Political reporter Tim Skubick gave an engaging presentation titled Michigan Political Update.
- Terry Hartle, senior vice president of government relations and public affairs with the American Council on Education, talked about student loan debt and changes to Title IX.
- State legislators participated in a panel discussion and gave updates from Lansing.
- Bryce McKibben, senior director of policy and advocacy for The Hope Center, talked about programs that impact the success and wellbeing of community college students.
- There are now 30 community colleges in Michigan with the addition of Bay Mills Community College and Saginaw Chippewa Tribal College.
- Brandy Johnson, president of the MCCA, gave an update of the state of the association.

Johnson plans to attend the September 15, 2022, ACC Board of Trustees meeting to meet the ACC trustees and answer questions about the MCCA and its activities.

Trustee Duncan noted the ACC Foundation quarterly meeting would be held the following week.

## **Student Report**

None.

## **Faculty Report**

Criminal Justice Instructor Rob Mills gave a summary of his first year as the director of the Criminal Justice program.

## **President's Report**

President's Report to the Alpena Community College Board of Trustees  
August 18, 2022

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

On May 23, 2022, Alpena Community College delivered a Request for Proposal (RFP) to three Enterprise Resource Planning—Student Information System providers. ACC received RFPs

from Ellucian and Jenzabar. Anthology chose not to participate in the RFP process. Jenzabar provided product demonstrations on July 26-27, and Ellucian will be delivering demonstrations on August 19.

The ERP—SIS platform is used to manage the college’s business operations and provides an interface for college staff, faculty, advisors, and students to connect via mobile and desktop applications. The decision to deliver an ERP—SIS was based on the upcoming expiration of a 10-year contract with Ellucian in June 2024. The expiring contract provides ACC an opportunity to:

- Evaluate our current ERP—SIS solution
- Seek a more cost-effective solution
- Prepare for the future direction of ACC
- Align with emerging student needs

Office of Information Technology Co-Director Jeff Blumenthal is here tonight to provide an update on this essential piece of college business.

#### Bachelor of Science in Nursing (BSN) update

A groundbreaking \$56 million nursing education expansion plan to help address the BSN shortage statewide was included in the FY23 budget recently signed into law by Governor Gretchen Whitmer. ACC will receive \$2 million to partner with a 4-year university to bring a BSN to ACC’s main campus.

“Alpena Community College is pleased to have played a role in the development of this historic BSN legislation. It will provide access to the BSN credential locally and support health care across the region,” said ACC President Dr. Don MacMaster. “We thank Senator Jim Stamas for his leadership in appropriating the funding to make this happen for the citizens of NE Michigan.”

The collaborative plan will create seamless opportunities for nurses with associate degrees to complete their Bachelor of Science in Nursing (BSN) on community college campuses. Under the program, community colleges will partner with a four-year college or university and design a BSN completion program with input from local employers and local workforce development agencies.

“This is about addressing our nursing shortage and meeting the health care needs of Michigan families, which was a problem even before the pandemic – especially in Northern Michigan,” said state Sen. Jim Stamas, R-Midland. “With this program, Alpena Community College will be able to team up with a four-year college or university to allow local residents pursuing careers in nursing to complete their degrees in Alpena and hopefully stay in the community when they begin their nursing careers. It’s a good step for the quality of health care for Northern Michigan families, ACC and their nursing students.”

The program will significantly increase the number of nurses with bachelor’s degrees that are in-demand at Michigan’s hospitals.

“What an outstanding investment this grant gives in assisting those wishing to make the dream of earning a nursing degree possible,” said Mike Erickson, president, MyMichigan Medical Center Alpena. “We look forward to continuing our partnership with Alpena Community College to help those dreams become a reality while supporting the overall health care of the northeastern region and strengthening the nursing workforce.”

The program will increase access and affordability of Bachelor of Science in Nursing programs for students who completed their Associate Degree in Nursing at a Michigan community college. Under the plan, grants will be administered by the Department of Labor and Economic Opportunity (LEO) and be awarded to Michigan community colleges.

The plan was developed by the Michigan Community College Association, the Michigan Association of State Universities, Michigan Independent Colleges and Universities, and the Michigan Health & Hospital Association. It is also backed by the Michigan Works! Association

### **Action Items**

#### 2.847 Proposed Changes to Policy 7010 Alcohol and Drug Prevention Policy

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

The Alpena Community College Board of Trustees approves the first reading of proposed changes to Policy 7010, Alcohol and Drug Prevention Policy.

Ayes: 6. Nays: 0. Motion approved.

#### 2.849 Bids for Replacement of the Concrete Sidewalk to Van Lare Hall

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

The Alpena Community College Board of Trustees approves the replacement of the Van Lare Hall to Johnson Street sidewalk by Spence Brothers for an amount not to exceed \$35,695.

Ayes: 6. 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 \$188,266 are \$38,554 more than those for July 2021 due to timing of receipts.
- Tuition/fee receipts of \$2,796,651 are \$52,494 more primarily due to higher than expected enrollments.
- State aid for the current year is zero because of the normal start month of October.
- There were three payrolls processed in July for both FY 22 and FY 23.
- Instruction is lower due to a couple of faculty retirements.

- Institutional Administration is low due to timing of workers compensation and professional dues payments.
- Net income through the first month of the new fiscal year shows as a gain of \$1,373,941, which is typical for this time of year when fall tuition receipts have built up.

## **Personnel Report**

New hires, terminations, and status changes from June 9 to August 9, 2022.

### New Hires:

- Robert Enslin, Men's Baseball Head Coach, effective 07/01/2022.
- Lorie Cadieux-Lawrence, ESP1 Accounts Receivable Secretary/Cashier, effective 07/05/2022.
- Morgan Allen, Women's Assistant Basketball Coach, effective 07/13/2022.
- Nicholas Failla, Men's Basketball Assistant Coach, effective 08/27/2022.
- Daniel Sage, Men's Baseball Assistant Coach, effective 08/27/2022.
- Sarah Prevo, Women's Volleyball Assistant Coach, effective 08/27/2022.
- Bryan Shellenbarger, Part Time Maintenance – Oscoda Campus, effective 03/21/2022.

### Re-Hires:

- None.

### Transfers:

- Lauren Mantlo, ESP2 Learning Technology Technician transferred to ESP2 Learning Resource Center Library Technician, effective 06/14/2022.
- Morgan Hardies, Transferred from ESP2 Student Success Center Technician to ESP2 Learning Technology Technician, effective 07/25/2022.

### Resignations:

- April Jett, ESP2 Learning Resources Center Technician, effective 05/21/2022.
- Dakota Prevo, Women's Assistant Basketball Coach, effective 07/01/2022.

### Terminations:

- None.

### Retirements:

- Robert Roose, Director of Financial Aid, effective 07/01/2022.
- William Matzke, Bookstore Manager, effective 07/01/2022.
- Robert Besaw, Maintenance, effective 07/01/2022.
- Matthew Dunckel, FT Faculty – History/Geography, effective 08/01/2022.

### Name Changes:

- Jaimie LaBrecque to Jaimie Wilson, Assistant to the Director of Human Resources, effective 08/09/2022.

### Position Name Changes:

- Jewel Lancaster, Faculty Technician for Student Services and Perkins Grant to Professional Staff Academic Counselor, effective 07/01/2022.

### **Gifts and Grants Report**

This report reflects the following activity for pledges and gifts received by ACC and the ACC Foundation between June 8 and August 7, 2022.

Total Donors:	212
New Gifts:	\$75,122.98
Pledge Payments:	\$1,556.00
New Pledges:	\$0.00

### **Board Discussion**

Chairman Briggs noted the upcoming 70<sup>th</sup> Anniversary Open House scheduled for September 17 and thanked the trustees who have already agreed to volunteer at the event. President MacMaster and Secretary Walterreit outlined the day's activities and listed some of the preparations going into making the Open House an enjoyable event for all visitors.

### **New Business**

None.

### **Suggested Future Agenda Items**

None.

### **Next Regular Meeting**

The trustees discussed the possibility of conducting a workshop prior to the start of the regular September meeting; the purpose of the workshop would be to discuss the College's student information system. Currently no workshop session is scheduled, but that is subject to change.

The trustees also discussed the possibility of conducting a special meeting on another date. If a special meeting is set the public will be notified as soon as possible.

The next regular meeting of the ACC Board of Trustees will be Thursday, September 15, 2022, at 7:00 p.m., in the Roger C. Bauer Board Room, 400 Donnelly Natural Resources Center. Virtual attendance through Webex will not be available.

## **Adjournment**

The regular meeting was adjourned at approximately 8:42 p.m.

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