

Approved Minutes of the Regular Meeting
Alpena Community College Board of Trustees
February 16, 2023
665 Johnson Street, Alpena, MI 49707

On Thursday, February 19, 2023, 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 began at 5:30 p.m. Trustees present in person for the regular meeting: John Briggs, Teresa Duncan, Joseph Gentry II, Lisa Hilberg, Susan Stender, and Florence Stibitz. Absent trustees: Tom Townsend.

Also present in person: ACC President Dr. Don MacMaster, Board Secretary Denis “Jay” Walterreit, Vice President for Administration and Finance Richard Sutherland, and Director of Human Resources Melissa Guy.

Trustee Gentry made a motion to go into closed session to consult with ACC legal counsel regarding trial or settlement strategy in connection with specific pending litigation. Trustee Duncan seconded the motion.

A roll call vote was taken:

Briggs: Aye
Duncan: Aye
Gentry: Aye
Hilberg: Aye
Stender: Aye
Stibitz: Aye

Ayes: 6. Nays: 0. Motion approved. Secretary Walterreit secured the entrances and the closed session began.

At 6:29 p.m. Trustee Duncan made a motion to end the closed session. Trustee Stender seconded the motion. A roll call vote was taken:

Briggs: Aye
Duncan: Aye
Gentry: Aye
Hilberg: Aye
Stender: Aye
Stibitz: Aye

Ayes: 6. Nays: 0. Motion approved. The closed session ended and Secretary Walterreit unlocked the entry doors and elevator to admit the audience for the regular meeting.

The regular meeting was called to order at 7:00 p.m. by Chairman Briggs.

Trustee Duncan led the Pledge of Allegiance.

Approval of Agenda

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

Approval of the Proposed Minutes from the January 19, 2023, Regular Board Meeting

Trustee Hilberg made the motion to approve the proposed regular meeting minutes from the January 19, 2023, 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: Officer Jason Collegnon, Alpena Police Department; Steve Fosgard, ACC administration; Alan Telgenhof, ACC administration, ACC Baseball Coach Rob Enslin; ACC Softball Coach Kristin Sobeck; Kendall Sumerix, ACC faculty; community member Paul Marwede, 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 Duncan shared highlights from the ACC Foundation quarterly meeting held January 25, 2023.

- Three new funds were endowed:
 - Charon K. Fletcher Scholarship (nursing)
 - Daniel Gouin Education Scholarship
 - Barb Skaluba Hometown Scholarship
- The 2022 Year End Appeal consisted of two letters sent out by the Foundation 4-6 weeks apart. The first letter brought in approximately \$100,000 and the second \$51,000. The efforts put into those letters are well worth it.
- From the Marketing and Communications Committee: They are working on alternatives to the Spring Scholarship Luncheon which would bring donors on campus to interact with the students and the programs their donations support. One idea they hope to implement is to invite nursing graduates back to participate in the new graduate pinning ceremonies.
- As was the case for everyone who invested in the stock market over the past 2-3 years, the Foundation's investment portfolio declined, but is showing gradual improvement in the last quarter.

Faculty Report

Chemistry Instructor Kendall Sumerix introduced four chemistry students who talked about their experiences at ACC and their career goals.

Student Report

ACC Baseball Coach Rob Enslin introduced five baseball players who shared their personal stories about where they were from and their experiences at ACC. Each of the players thanked Paul Marwede for his efforts to rehabilitate Veterans Field in Ossineke in preparation for the spring baseball season.

President's Report

President's Report to the Alpena Community College Board of Trustees
February 16, 2023

Construction begins on Center for Manufacturing Excellence project

Construction began this week on the Center for Manufacturing Excellence project, a \$3.5 million renovation consisting of two main parts: (1) repurposing the former Autobody lab to house ACC's Manufacturing programs; and (2) upgrading the Welding Lab space in Besser Technical Center. The project will roughly double the square footage available to both programs and both will see substantial new equipment to support current and future workplace applications at area manufacturers. Project completion date is August 1, 2023.





Spring Semester Enrollment at Alpena Community College

Spring semester enrollment at Alpena Community College was up 12.5%, first in the state among Michigan’s 28 community colleges according to the Michigan Community College Student Services Association (MCCSSA) enrollment report. Montcalm (6.7%), Southwestern (6.5%), Delta (5.8%), and Kirtland (4.2%) documented the next highest enrollment gains compared to Spring semester 2022. Seventeen community colleges were down in headcount compared to last spring semester with Lake Michigan College the highest, down 11.2% in headcount and 12.6% in credit hours.

In addition to the 1442 students registered for ACC classes as of January 30, ACC also is in the process of registering approximately 1,100 direct credit students primarily from regional K-12 CTE programs that are not counted in these statistics. The graph below shows the growth of direct credit over the past seven spring semesters.

Semester	Headcount	Credits	Contacts
Spring 2017	522	522	522
Spring 2018	558	626	626
Spring 2019	623	623	623
Spring 2020	551	568.50	568.50
Spring 2021	676	676	676
Spring 2022	755	755	755
Spring 2023*	1,123	1,173	1,173

K-12 direct credit partners: Alpena Public Schools (510), Alcona (125), Ogemaw Heights (285), IRESA (178), and Inland Lakes (25 taking 75 hours). Kudos to Mike Kollien, Sally Shubert, Sheila Rupp, and Lorie Cadieux in the business office for processing these enrollments on the heels of Spring semester enrollment. As Mike notes, “This is a HUGE process.”

ACC Salutes and Thanks Paul Marwede

Last March when ACC decided to add baseball as its sixth sport, finding a diamond suitable for collegiate-level competition became an urgent priority. Of the few remaining hardball diamonds in Alpena County, Veteran's Field in Ossineke best fit the bill in terms of dimensions, existing infrastructure, drainage, and accommodations for teams and fans. Despite these advantages, Veteran's Field had not been used for many years and it required a considerable amount of care and knowledgeable consideration to bring up to a minimal standard. Our guest tonight, Paul Marwede, led this effort, devoting countless hours to reclaiming the infield, pitcher's mound, batters' boxes, and warning track from the ravages of time. While there are still are improvements to complete, Paul and his wife Dawn have made the field once again a gem for which the community and ACC can be proud. Paul, we salute and thank you for your efforts on behalf of reviving baseball at ACC and for your work on the adjacent field for the softball team. Let's play ball!

Action Items

None.

Financial Report

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

- The property tax receipts of \$1,713,643 are \$24,558 less than those for January 2022 due to timing of receipts.
- Tuition/fee receipts of \$5,826,408 are \$361,931 more than last year at this time because of higher than expected enrollments.
- State aid for the current year is \$2,343,662 because of the normal start month of October, regular appropriations are \$158,268 less than last year. Additionally, \$81,364 was received for personal property tax, approximately \$9,000 less than last year. The College also received a one-time payment of \$225,700 last year. These differences total to around a negative \$196,400 offset by the expected increase on the regular state appropriations.
- There are no HEERF funds available this year.
- Instruction is lower due to a couple of faculty retirements.
- OIT's increase is due to planned wage increases and timing of software purchases.
- Instruction support is elevated because of the addition of two nursing administrative positions, vacation payout, scheduled payroll increases, and timing of expenses compared to last year.
- Student services is lower due to timing of advertising and promotion purchases.
- Institutional Administration is higher than expected by \$45,000 due to increased legal proceedings.
- Net income through the first seven months of this fiscal year shows as a gain of \$1,100,975.

Personnel Report

New hires, terminations, and status changes from January 11 to February 9, 2023.

New Hires:

- None.

Re-Hires:

- None.

Transfers:

- None.

Resignations:

- None.

Terminations:

- None.

Retirements:

- Carolyn Daoust, Director of Human Resources/Title IX Coordinator, effective 01/01/2023.

Name Changes:

- None.

Position Name Changes:

- Kelli Leask, Interim Director of Nursing to Director of Nursing – Alpena Campus, effective immediately.

Gifts and Grants Report

This report reflects the following activity for pledges and gifts received by ACC and the ACC Foundation between January 11 and February 8, 2023.

Total Donors:	31
New Gifts:	\$19,115.00
Pledge Payments:	\$10,000.00
New Pledges:	\$0.00

Board Discussion

Trustee Gentry suggested changing the date of the April regular meeting so that trustees could attend another presentation on April 20. The trustees agreed to change the April regular meeting date to Wednesday, April 19, 2023, at 7:00 p.m.

The trustees then discussed dates for the proposed spring board retreat to be held at the Oscoda Campus. The trustees agreed on Tuesday, April 25. The meeting will begin at 10 a.m. and will last approximately four hours; the trustees acknowledged the meeting could continue past 2 p.m. if discussion went beyond the allotted time. Secretary Walterreit will contact the trustees via email to solicit discussion topics.

New Business

None.

Suggested Future Agenda Items

None.

Next Regular Meeting

The next regular meeting of the ACC Board of Trustees will be Thursday, March 16, 2023, at 7:00 p.m., in the Roger C. Bauer Board Room, 400 Donnelly Natural Resources Center. Virtual attendance will be available through Webex.

Adjournment

The regular meeting was adjourned at approximately 8:13 p.m.

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