

Proposed Minutes of the Regular Meeting
Alpena Community College Board of Trustees
October 19, 2023
665 Johnson Street, Alpena, MI 49707

On Thursday, October 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.

Prior to the start of the regular meeting, the trustees gathered for a tour of the welding and manufacturing lab spaces.

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

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

Also present in person: ACC 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 of the September 21, 2023, Regular Board Meeting

Trustee Townsend made the motion to approve the proposed minutes of the September 21, 2023, Regular 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 Aaron Kwiatkowski, Alpena Police Department; Lyn Kowalewsky, ACC administration; Dr. Nick Brege, ACC administration; Temi Fadayomi, The Alpena News; Nick Bancroft, ACC faculty; Duduzile Mashinini, presenter; Dr. Amber Vesotski, ACC faculty; Karen Bennett, ACC attorney; Allen Telgenhof, ACC administration; Nancy Seguin, ACC administration; Dr. Paige Gordier, ACC administration; Tim Kuehnlein, ACC faculty; Brenda Herman, ACC administration; Chelsea McConnell, Straley Lamp & Kraenslein, P.C.; Andrew Paad, ACC faculty; Wendy Brooks, ACC retiree; Kim Salziger, ACC retiree; Nat Salziger, ACC retiree; Connie Kaczorowski, ACC retiree; Jeff Blumenthal, ACC retiree; Ron Bellenir, ACC retiree; Dr. Karol Walchak, ACC retiree; Nate Koster, ACC student; Luke Gifford, ACC student; and Gage Kangas, ACC student.

No public comments were given.

Communication(s)

Dr. MacMaster read two messages. The first was from John Demarco, the film maker working on a feature film in Alpena. Demarco thanked ACC for its help with the film and noted a projected debut date and place for the film in Alpena. The second message was from Marsha Tompkins, ACC's MI Reconnect Navigator, who wanted to let ACC know about a nursing student in the Reconnect program who is having a good experience at ACC.

Board Member and Subcommittee Reports

Trustee Duncan presented the following report.

Foundation Report to ACC Trustees - 10/19/23

ACC Foundation held a donor appreciation reception last evening. We had approximately 55 people in attendance: donors, ACC faculty & staff, retirees, and a few students. The event was held in the Besser Tech lobby and courtyard. It was a beautiful fall evening to have two small firepits and a s'mores bar out in the courtyard. There were many good introductions, pleasant conversations and expressions of gratitude for support and fondness of the college.

Trustee Stibitz gave a report of the most recent MCCA directors meeting held at Macomb Community College.

MCCA, September 2023, Macomb Community College

CHANGES IN HIGHER EDUCATION

Growing Michigan Together Council Panel

The Growing Michigan Together Council (the Council) established by Governor Gretchen Whitmer in June 2023 will develop a long-term vision that addresses current and future challenges and sets Michigan up for success in the 21st Century.

The Council will advise the governor on specific policies to grow Michigan's population, including identifying a population goal for 2050. It will also look at ways to successfully attract and retain talent, improve preK-12 educational outcomes and long-term funding solutions for higher education, and develop strategies for upgrading and modernizing our transportation and water infrastructure, including developing long-term, sustainable funding solutions. The Council will present its findings in December 2023 by submitting a report to the governor, the Michigan House of Representatives, and the Michigan Senate.

Curtis Ivory, Jim Sawyer and Russ Kavalhuna are representing community colleges on panel.

This workgroup will:

Consider the need to improve college access and success, lower costs, and provide education and training that meets the demands of the state's economy.

Consider and build on the existing efforts within the Office of Sixty by 30 and make recommendations to achieve and exceed this goal.

Jim Sawyer: "Had to educate the work group on community colleges." His emphasis is on the pipeline.

Ivory Curtis: "There are lots of consultants working on this but maybe the best consultants are us."

Student Success MiLEAP

The Michigan Learning and Education Advancement Program provides a pathway to high-wage employment and career opportunities. This program is brought to you by the Michigan Department of Labor and Economic Opportunity.

Recommendations:

- 1) Design more equitable financial aid
- 2) Allow students to transfer credits program to program
- 3) Equitable access to dual enrollment
- 4) Expand access to labor market data
- 5) Streamline reporting

Trustee Stibitz also mentioned the Michigan Community College Association is sponsoring a trustee institute in Lansing on December 4-5 and encouraged the other trustees to consider attending.

Faculty Report

English instructor Nick Bancroft, introduced Duduzile Mashinini and Dr. Amber Vesotski, who had conducted a research project regarding vaccination rates.

Student Report

Students Nate Koster, Luke Gifford, and Gage Kangas gave a short presentation about their recent experiences on the ACC baseball team, including a hunting trip hosted by Coach Rob Enslin.

President's Report

President's Report to the Alpena Community College Board of Trustees
October 19, 2023

Dr. Nick Brege Named New Vice-President for Administration and Finance

Dr. Nick Brege, current ACC Director of Facilities Management, was the unanimous choice of the search committee to become the next Vice President for Administration and Finance, replacing current VP Richard Sutherland who has given the College more than 25 years of exemplary service. Sutherland is planning to retire at the end of Fall semester.

Director of Facilities Management at ACC since 2015, Brege has a Ph.D. in Management from Walden University, a Master in Business Administration (MBA) from University of Michigan-Flint, a Bachelor of Science in Mechanical Engineering from Kettering University, and an Associate in Science in pre-engineering from Alpena Community College. He is currently pursuing a Master in Accounting degree from University of Michigan. He is president of the Alpena Area Chamber of Commerce and treasurer of the AMA ESD Board of Education.

Welcome Dr. Brege and congratulations on your new position. And thank you Mr. Sutherland for your consistently quality work and integrity on behalf of Alpena Community College.

A Message of Gratitude from the Michigan Alliance for Environment and Outdoor Educators (MAEOE)

The Michigan Alliance for Environmental and Outdoor Educators' (MAEOE) state conference came to Alpena Community College on September 29-October 1. More than 150 science educators from around Michigan attended. This was the first year the annual conference was held in NE Lower Michigan. Feedback from Bill Hodges, president of the MAEOE, is below:

Don,

Thank you so much for hosting MAEOE this year. We had a great time, and we were overwhelmed by the support of your team. Everyone we came in contact with was professional and friendly. The tech people, custodians, cafeteria workers--- everyone was great. They represented your university well.

Thank you so much for taking time from your meetings to address our members. It was a very nice start to the conference, and you helped sell not just your school, but the whole community. I heard many people say they were interested in coming back to Alpena to visit. ACC is blessed to have you as their leader, and you are blessed to have such a great team to support you. Have a great rest of the year.

*Sincerely,
Bill Hodges
MAEOE President*

Kudos to library director Lauren Mantlo and her team and Nick Brege and his team for their work hosting this statewide conference. Special thanks to Lauren

and Mark Grunder for managing the technology that allowed me to welcome the MAEOE attendees gathered in Granum Theatre while I was attending the MCCA Fall conference at Macomb Community College.

FY24 Tuition and Fees Schedule for Michigan’s 28 Community Colleges

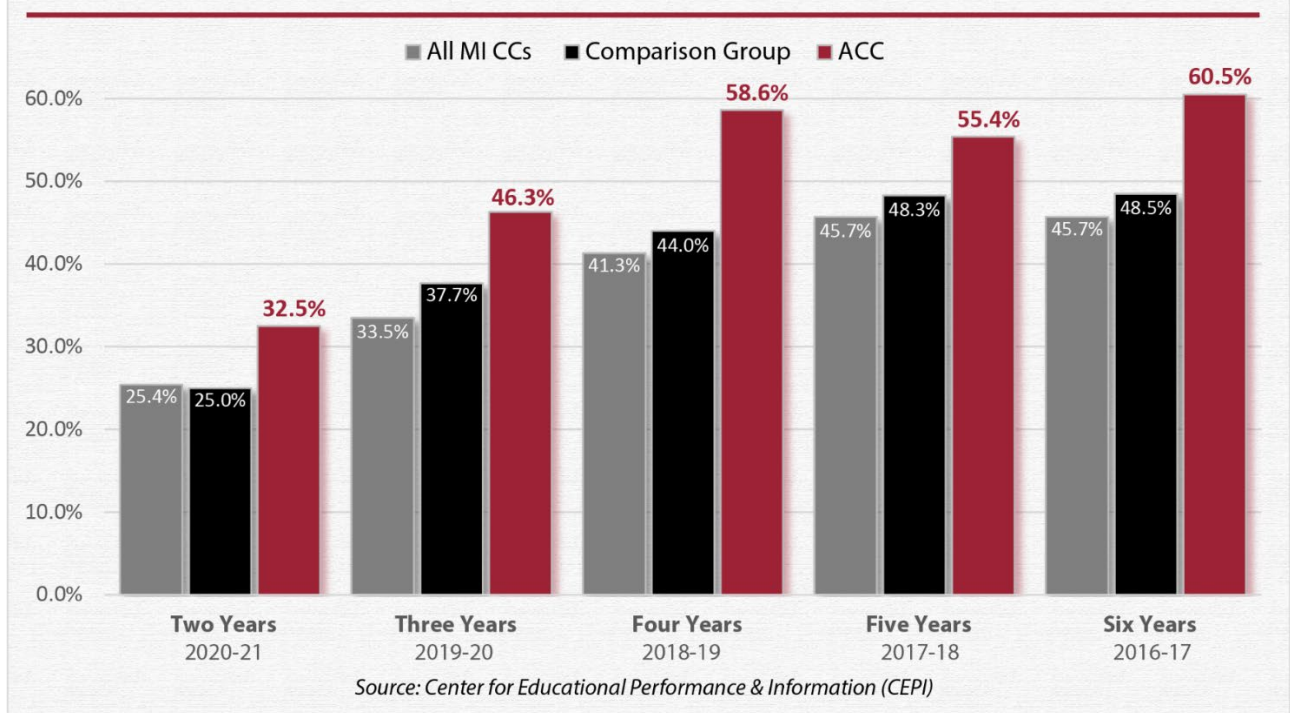
FY24 Community College Tuition Restraint Certifications						
10/3/2023						
<u>Institution</u>	FY22-23 Tuition & Fee Average	FY23-24 Tuition	FY23-24 Fees	FY23-24 Tuition & Fee Total	Increase from FY23 (\$)	Increase from FY23 (%)
Alpena Community College	\$4,980	\$4,500	\$630	\$5,130	\$150	3.0%
Bay de Noc Community College	\$5,670	\$4,500	\$1,410	\$5,910	\$240	4.2%
Delta College	\$4,460	\$3,810	\$830	\$4,640	\$180	4.0%
Glen Oaks Community College	\$5,070	\$3,990	\$1,170	\$5,160	\$90	1.8%
Gogebic Community College	\$4,500	\$4,140	\$480	\$4,620	\$120	2.7%
Grand Rapids Community College	\$3,999	\$3,600	\$459	\$4,059	\$60	1.5%
Henry Ford College	\$4,180	\$3,330	\$940	\$4,270	\$90	2.2%
Jackson College	\$6,735	\$5,550	\$1,485	\$7,035	\$300	4.5%
Kalamazoo Valley Community College	\$3,916	\$3,720	\$326	\$4,046	\$130	3.3%
Kellogg Community College	\$4,635	\$3,938	\$810	\$4,748	\$113	2.4%
Kirtland Community College	\$4,770	\$4,140	\$840	\$4,980	\$210	4.4%
Lake Michigan College	\$5,048	\$5,265	\$0	\$5,265	\$218	4.3%
Lansing Community College	\$3,920	\$3,510	\$500	\$4,010	\$90	2.3%
Macomb Community College	\$3,578	\$3,330	\$406	\$3,736	\$158	4.4%
Mid Michigan College	\$5,395	\$4,440	\$1,195	\$5,635	\$240	4.4%
Monroe County Community College	\$4,423	\$3,736	\$830	\$4,566	\$144	3.2%
Montcalm Community College	\$4,830	\$3,570	\$1,290	\$4,860	\$30	0.6%
Mott Community College	\$5,221	\$4,547	\$910	\$5,457	\$235	4.5%
Muskegon Community College	\$5,065	\$3,900	\$1,360	\$5,260	\$195	3.8%
North Central Michigan College	\$5,040	\$4,320	\$900	\$5,220	\$180	3.6%
Northwestern Michigan College	\$4,580	\$3,660	\$1,070	\$4,730	\$150	3.3%
Oakland Community College	\$3,310	\$3,210	\$220	\$3,430	\$120	3.6%
Schoolcraft College	\$4,820	\$4,050	\$982	\$5,032	\$212	4.4%
Southwestern Michigan College	\$5,693	\$4,170	\$1,778	\$5,948	\$255	4.5%
St. Clair County Community College	\$5,490	\$4,470	\$1,170	\$5,640	\$150	2.7%
Washtenaw Community College	\$3,300	\$2,970	\$450	\$3,420	\$120	3.6%
Wayne County Community College	\$3,778	\$3,360	\$505	\$3,865	\$87	2.3%
West Shore Community College	\$4,125	\$3,600	\$720	\$4,320	\$195	4.7%
Averages:	\$4,661.78			\$4,821.10	\$159.31	3.4%

Definition/Notes

- 1) Rates are based on full-time course load of 30 credit hours at the tuition rate paid by a majority of resident undergraduates.
- 2) Fees not paid by a majority of students in a class level (such as course fees) are not included
- 3) Tuition restraint is the greater of 4.5% or \$205.00 per PA 103 of 2023

MI Community College Cumulative Success Rates

Comparing ACC to Other MI CCs Two to Six Years After Enrollment



Action Items

2.888 Emeritus Status for Ronald Bellenir, John Bellows, Jeffrey Blumenthal, Wendy Brooks, Carolyn Daoust, Priscilla Homola, Connie Kaczorowski, Brenda Kelley, Kimberly Salziger, Nathaniel Salziger, and Dr. Karol Walchak

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

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Alpena Community College unanimously applauds Ronald Bellenir, John Bellows, Jeffrey Blumenthal, Wendy Brooks, Carolyn Daoust, Priscilla Homola, Connie Kaczorowski, Brenda Kelley, Kimberly Salziger, Nathaniel Salziger, and Dr. Karol Walchak for their service to the College and its students, and, recognizing their distinguished attributes, confers upon them the title of EMERITUS, as appropriate with all the rights and privileges appertaining thereunto.

Ayes: 6. Nays: 0. Motion approved.

2.889 Fiscal Year 2023 Audit Report

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

The Board of Trustees accepts the financial report and approves the Fiscal Year 2023 audit as submitted by Straley Lamp & Kraenzlein P.C., and commends all

parties for their dialogue and exactness in assuring the audit has been produced in full compliance with state law and the new principles of accounting as adopted by G.A.S.B. It is further noted that appropriate officials at the College are directed to communicate the results of this important process to all interested parties.

Ayes: 6. Nays: 0. Motion approved.

2.890 Five-Year Campus Master Plan and Capital Outlay Request

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

The Alpena Community College Board of Trustees authorizes staff to submit the ACC Five-Year Master Plan 2025-29 for Capital Outlay to the State Budget Office.

Ayes: 6. Nays: 0. Motion approved.

2.891 Local Strategic Value Resolution

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

The Alpena Community College Board of Trustees certifies that the College does meet the local strategic value standards required for state appropriations.

Ayes: 6. Nays: 0. Motion approved.

Financial Report

Monthly General Fund Revenue and Expense through September 2023 (Year-to-Year Actual Comparison)

- The property tax receipts of \$658,502 are \$54,414 more than those for September 2022, as expected.
- Tuition/fee receipts of \$3,337,400 are \$299,466 more primarily due to higher-than-expected billable contact hours.
- State aid for the current year is usually zero because of the normal start month of October.
- Interest income is derived from the significant cash balances swept into money market accounts.
- Net income through the third month of the fiscal year shows as a gain of \$613,419, which is typical for this time of year, when fall tuition receipts have built up.
- There were seven payrolls in the first three months of FY 2023 and only six in FY 2024.
- OIT is lower due to how the annual Ellucian software cost is to be expensed. GASB 96 causes it to be capitalized and then amortized annually.
- Institutional Administration is significantly higher primarily due to legal fees (\$49,000), timing of advertising costs (\$11,000) and insurance payments (\$31,000).

Monthly General Fund Revenue and Expense through September 2023 (Budget to Actual Comparison)

- Professional fees are higher than last year as noted above.
- Supplies is much higher due to running nursing packages through course fees and purchasing the packages through nursing instructional supplies.
- All categories are in acceptable ranges for this stage of the year except as noted above.

General Fund Month to Month Comparison through September 2023

- The Month-to-Month comparisons are tracking as expected except as noted above.

Consolidated Income Statement for the first quarter of FY 2024

- The deficit in restricted funds is due to timing of draw-downs of federal aid.
- The deficit in plant funds is due to timing of receipts for the EDA Manufacturing Excellence project.
- Other balances are reasonable for this time of year.

Personnel Report

New hires, terminations, and status changes from September 2 to October 11, 2023.

New Hires:

- Monika Ehrlich, ESP II Student Success Strategist, effective 09/25/2023.

Re-Hires:

- None.

Transfers:

- None

Resignations:

- None.

Terminations:

- None.

Retirements:

- None.

Name Changes:

- None.

Position 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 September 11 and October 8, 2023.

Total Donors:	32
New Gifts:	\$186,516.51
Pledge Payments:	\$0.00
New Pledges:	\$0.00

Board Discussion

None.

New Business

None.

Suggested Future Agenda Items

None.

Next Regular Meeting

The next regular board meeting is scheduled for Thursday, November 16, 2023. The meeting is tentatively scheduled to be held in person in Room 400 of the Charles R. Donnelly Natural Resources Center. Virtual attendance will be available through Webex.

Adjournment

The regular meeting was adjourned at approximately 8:28 p.m.

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