

**Approved Minutes of the
Alpena Community College Board of Trustees Regular Meeting
April 17, 2019**

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

On Wednesday, April 17, 2019, the Alpena Community College Board of Trustees gathered for its regular monthly meeting. The meeting began at 6:57 p.m.

Present: John Briggs, Teresa Duncan, Joseph Gentry II, Lisa Hilberg, Susan Stender, Florence Stibitz, and Tom Townsend. Absent: none.

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

Trustee Stibitz led the Pledge of Allegiance.

Approval of Agenda

Moved by Trustee Townsend that the agenda be approved as presented; seconded by Trustee Stibitz. Ayes: 7. Nays: 0. Motion approved.

Approval of the Proposed Minutes from the March 20, 2019, Regular Board Meeting

Trustee Hilberg moved to accept the proposed minutes from the March 20, 2019, regular board meeting; Trustee Duncan seconded the motion. Ayes: 7. Nays: 0. Motion approved.

Introduction of Guests and Public Comment

Guests attending the regular meeting included: Julie Goldberg, Alpena News; Ben Stevens, WATZ; Officer Linnessa Mellburg, Alpena Police Department; Debbie Bayer, ACC administration; Lyn Kowalewsky, ACC administration; Thato Manare, ACC student; Geraldine Businski, ACC student; Melissa Fournier, ACC administration; Robert Kutschman, ACC faculty; Anthony Pratt, ACC faculty; Nick Brege, ACC administration; Mark Grunder, ACC administration; Roy Smith, ACC faculty; Hunter Miller, ACC student; Daniel Ayling, ACC student; Joey Weber, ACC student; Tanner Klein, ACC student; Shane Peterson, ACC student; Keanan Anderson, ACC student; Collin Spies, ACC student; Joshua Gildner, ACC student; Colby Colhane, ACC student; and Jacob Marsh, ACC student.

Communication(s)

None.

Board Member and Subcommittee Reports

Trustee Hilberg discussed the results of the Mission and Goals Subcommittee meeting with members of the Strategic Planning and Budgeting Committee on April 2. She noted the meeting went well and the participants were quick to address the wording concerns expressed. Hilberg said the next step for the proposed new statements would be to solicit public feedback. Ideally an action item for the revised statements would be read at the May and June Board meetings.

Trustee Duncan gave a report on recent ACC Foundation activities, including the April 11 Scholarship Luncheon. Last year approximately \$223,000 was awarded to almost 200 students. Duncan noted the positive articles on the Foundation in the April 17, 2019, edition of *The Alpena News*.

Student Report

ACC Oscoda Campus students Thato Manare and Geraldine Businski told the trustees about their experiences in the Nursing program at the Oscoda Campus and with the Video Conferencing System. They noted the VCS works very well and they felt it was very easy to interact with students and faculty at the Alpena Campus. Some early audio issues have been resolved.

The students mentioned the Oscoda computer lab and Testing Center and expressed interest in having those services expand their hours of operation. They also asked for a solution to the challenge of obtaining classroom materials during off hours.

Nursing faculty members Anthony Pratt and Robert Kutschman confirmed the growing pains with the VCS but complimented the Office of Information Technology staff for immediately responding to issues. Kutschman noted the system and Oscoda Nursing program is operating smoothly and is a boon for the students and the community.

Faculty Report

(See Student Report, above.)

President's Report

President's Report to the Board of Trustees
April 17, 2019

Utility Technology Lineman's Rodeo

Alpena Community College Utility Tech students performed well at the Mitchell Technical Institute Annual College Lineman Rodeo on April 5, 2019, in Mitchell, South Dakota. ACC's

Team 1, 45 North, won the Team Overall Champion award as well as three events: Team C1 Framing, Team Written Exam, and Team Obstacle Climb.

The ACC students also did well individually, pulling in seven personal awards including:

Overall Lineman

Hunter Miller, Champion
Joshua Gildner, 4th place

C1 Framing

Daniel Ayling, 1st place
Hunter Miller, 2nd place
Shane Peterson, 3rd place

Obstacle Climb

Hunter Miller, 2nd place

Written Exam

Hunter Miller, 2nd place

Members of ACC's two teams and alternates were:

Team 1, 45 North:

Hunter Miller
Daniel Ayling
Shane Peterson
Joshua Gildner

Team 2, Lumberjacks:

Colby Culhane
Jacob Marsh
Collin Spies
Joseph Weber

Alternates:

Tanner Klein
Keanan Anderson

Congratulations to UTT lead instructor Roy Smith and all the linemen who participated. Your accomplishments bring great pride to ACC.

Maintenance and Replacement Projects in FY19

The Maintenance and Replacement account funds repairs and upgrades to ACC facilities. Director of Facilities Management Nick Brege is here tonight to share details from FY19 projects.

Action Items

2.737, ERP-SIS Servers Bids.

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

The Board of Trustees authorizes appropriate College officials to purchase HPE ProLiant DL380 Servers for a cost of \$21,980.00.

Ayes: 7. Nays: 0. Motion approved.

Information Items

President MacMaster drew attention to the financial report and asked the trustees if they had any questions. Controller Lyn Kowalewsky noted revenue from direct credit classes were reflected in the report.

New hires, terminations, and status changes from March 12 to April 8, 2019.

New Hires

- None.

Transfers

- None.

Layoffs

- None.

Resignations

- Pete Eastwood, Full-time Faculty - Automotive Service and Repair, effective 07/19/19.

Retirements

- Carol Putkamer, Full-time Faculty - BIS/Med Info Systems, effective 06/01/19.
- Laurie Wade, Full-time Faculty - Fine Arts, effective 06/01/19.
- Marlene Vanderwyst, ESP, Financial Aid Office Coordinator, effective 07/01/19.
- Barbara Szczesniak, ESP, Assistant to the Director of ACC Foundation and Secretary to the President, effective 07/01/19.

The Gifts and Grants Report was showed the following activity between March 12 and April 9, 2019:

Total Donors:	61
New Gifts:	\$64,906.00
Pledge Payments:	\$19,450.00
New Pledges:	\$5,000.00

Board Discussion

Chairman Briggs expressed interest in conducting a workshop prior to the May Board meeting to review a draft of the Fiscal Year 2020 budget. The trustees set the time and date: Wednesday, May 15, 2019, at 5:30 p.m. in the Board Room.

Trustee Gentry noted the trustee institute portion of the MCCA summer conference had been reduced to a half day. President MacMaster confirmed that feedback from last year's conference had led to a reduction in some activities and expenses.

Trustee Duncan suggested rescheduling the joint Board meeting with the ACC Foundation. Chairman Briggs agreed and there was discussion on when ACC Foundation trustees would all be available. President MacMaster said he would speak to ACC Foundation Executive Director Brenda Herman to determine a proposed date.

New Business

None.

Suggested Future Agenda Items

The trustees agreed on the budget workshop prior to the May Board meeting. Chairman Briggs expressed interest in conducting a first reading of the proposed new Mission and Goals statements. He also mentioned Trustee Hilberg's leadership in starting the 2019 presidential evaluation process.

Next Regular Meeting

The next regularly scheduled Board of Trustees meeting is Wednesday, May 15, 2019, in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center, 665 Johnson Street, Alpena, MI 49707. Please note the 5:30 p.m. start time for the budget workshop; the regular portion of the meeting will begin at approximately 7:00 p.m.

Adjournment

The regular meeting was adjourned at approximately 8:11 p.m.

Jay Walterreit
Secretary of the Board of Trustees
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