

**Approved Minutes of the
Alpena Community College Board of Trustees Regular Meeting**
September 17, 2020

Granum Theatre, Newport Center Room 107
665 Johnson Street, Alpena, MI 49707

On Thursday, September 17, 2020, the Alpena Community College Board of Trustees held a regular monthly meeting in Granum Theatre, Room 107 of the Newport Center on the Alpena Campus. The meeting was called to order at 7:00 p.m. by Chairman Briggs.

Present: John Briggs, Joseph Gentry II, Lisa Hilberg, Susan Stender, Florence Stibitz, and Tom Townsend. Absent: Teresa Duncan. Also present: 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. The motion was seconded by Trustee Hilberg. Ayes: 6. Nays: 0. Motion approved.

Approval of the Proposed Minutes from the August 13, 2020, Regular Board Meeting

Trustee Gentry made the motion to accept the proposed minutes from the August 13, 2020, regular board meeting; Trustee Stibitz seconded the motion. Ayes: 6. Nays: 0. Motion approved.

Introduction of Guests and Public Comment

Guests attending the meeting included: Ben Stevens, WATZ; Debbie Bayer, ACC administration; Richard Sutherland, ACC administration; Nancy Seguin, ACC administration; Melissa Fournier, ACC administration; Mark Jacobs, Cross Country coach; Musa Kabbah, ACC student; Runi Demirkol, ACC student; Theodore Peters, ACC student; Nate Robey, ACC student; Connor Bagnell, ACC student; John Siegert, ACC student; Juanita Sims, ACC student; Duncan Ross, ACC student; Bruce Cogswell; Yuki Nishibashi, ACC student; and Officer Jason Collegnon, Alpena Police Department.

Communication(s)

None.

Board Member and Subcommittee Reports

None.

Student Report

Cross Country Coach Mark Jacobs introduced members of the 2020 Cross Country team and noted the diversity of the runners; among them were non-traditional students (including the first

female runner in four years) and international students. Jacobs predicted the team would earn Academic All-American status for the sixth year in a row.

Faculty Report

Departing Vice President of Instruction Debbie Bayer addressed the trustees and thanked them for their dedication to the College and their support for ACC faculty and administrators.

Instructor Tim Kuehnlein gave an overview of how the College's overflow rooms system worked. He explained that approximately half of the students in his sections gather in a separate classroom which features VCS equipment so that social distancing can be achieved. Through the VSC equipment, student can interact with the instructor and other students in real time. Kuehnlein went on to say that many students have expressed to him that they prefer in-person instruction and appreciate the opportunity to take ACC courses face to face.

President's Report

President's Report to the ACC Board of Trustees
September 17, 2020

Fall Semester Enrollment Official Count

Fall semester enrollment finished down 4.1% in headcount and 6.8% in credit hours compared to fall semester 2019. Enrollment highlights include:

- Online course enrollment was up 148.9% in credit hours, and 102.1% in headcount.
- Early College enrollment was up 28.9% in credit hours, 23.5% in headcount.
- Dual enrollment was up 15.9% in credit hours, 3.8% in headcount.
- Early College and dual enrollment were responsible for 40.76% of headcount and 28.92% of credit hours.
- Continuing Students and New First Time Students, the largest aggregation of headcount and credit hours, were both down more than 15 percent in credit hours.

ACC finished third among Michigan's 28 community colleges in headcount based on data from the Michigan Community College Student Services Association (MCCSSA), the official report from community college registrars.

Vice President of Instruction

Steven Fosgard is the new Vice President of Instruction at Alpena Community College.

Steve was Dean of Occupational Programs at Kirtland Community College. His work in higher education has encompassed responsibilities as a faculty member and an administrator. He also has experience working in the private sector in the manufacturing field. He has won several Higher Education awards including the 2014 MACET Special Projects Award, the 2010 Educator of the Year for Collaborative Teams from TRENDS, and was a co-recipient of the 2008 League of Innovation Award for Alternative Energy Curriculum.

Steve has been involved in numerous college and community committees, new initiatives, program management, course development, and developing articulation and transfer agreements with secondary schools and universities. The majority of his career has been focused on enhancing student success with emphases on student-centered learning, delivery methodologies, assessment, student engagement, and service learning. Additionally, he has been heavily involved in grant writing and management (including Perkins, National Science Foundation, and the Lumina Foundation); institutional budgeting, strategic and operational planning; facilities management; accreditation, institutional effectiveness, class scheduling, and conflict resolution; and off-campus and university center management.

His first day on campus was Tuesday. Please welcome him to ACC!

Futures for Frontliners

Alpena Community College announced that it will serve as a Frontliners Champion to support the Futures for Frontliners program unveiled last week by Governor Gretchen Whitmer. Futures for Frontliners offers Michiganders who worked in essential industries during the April 1-June 30 period but do not have a college degree free “last-dollar” tuition to their local community college to pursue an associate degree or a skills certificate on a full-time or part-time basis while they continue to work. According to MCCA President Mike Hansen, the Frontliners website received 170,000 hits statewide in the first 48 hours, demonstrating a remarkable level of interest in the program across Michigan. According to state officials, the Frontliners program will be available spring semester. Program eligibility will be determined by state officials from Labor and Economic Opportunity (LEO), a process initiated by visiting the LEO website and clicking on the Frontliners link. ACC’s point of contact for the program is Amanda Sumerix.

21 Day Equity Challenge

Next week ACC will be implementing the 21-Day Equity Challenge, an interactive digital resource for individuals to deepen their understanding of racism. For 21 days, participants will receive an email “prompt” with a short reading, video or audio file. Participants are encouraged to take ten to fifteen minutes each day with the material in the prompt, though extra resources are provided in case they want to dig further into the day’s topic. Daily topics include:

- Personal Racial Identity
- The Wealth Gap and Financial Stability
- Personal Reflection and Implicit Bias
- Early Childhood
- What is Privilege?
- Education and School-aged Children
- What is White Fragility
- Adverse Childhood Experiences
- Trauma to Healing
- Equity and the LGBTQI+ Community
- Levels of Racism
- Building a Race Equity Culture

- Opportunity in Michigan
- Being an Ally
- Tools for Racial Equity Change Process
- Housing Affordability and Homelessness
- Healthcare and Health Outcomes
- Take Action in Your Community
- Environmental Justice
- Final Reflections

Thanks to Trustee Joe Gentry for his leadership in bringing this opportunity to ACC.

Action Items

2.782 Bids for Purchase of Anatomage Anatomy Visualization System

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

The Alpena Community College Board of Trustees approves the purchase of one Anatomage Table from Anatomage at a cost not to exceed \$89,809.00. All purchases shall be made from SIP grant funds.

Ayes: 6. Nays: 0. Motion approved.

2.783 Bids for Career Exploration Software

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

The Alpena Community College Board of Trustees approves the purchase of a three-year subscription of Emsi’s Career Coach, a career exploration software solution at a cost not to exceed \$9,500 per year for three years. All purchases shall be made from SIP grant funds.

Ayes: 6. Nays: 0. Motion approved.

Financial Report

Vice President for Administration and Finance Richard Sutherland shared an update on the College’s PPP loan situation: the College had incurred the full amount allowed by the loan for payroll and fringe benefits and had applied for loan forgiveness. He is waiting on the application to be processed by the bank, which could take up to 60 days.

Sutherland also noted that the state could allow community colleges to claim budget losses due to decreased enrollments as part of the state’s funding formula for Fiscal Year 2021.

Personnel Report

New hires, terminations, and status changes from August 1 to September 10, 2020.

New Hires:

- Colleen Jacobs, ESP2 - Tutor Coordinator, effective August 18, 2020.
- Douglas Kowalski, Maintenance, effective August 31, 2020.
- Elise Gapczynski, Educational Talent Search Advising Assistant - North, effective September 14, 2020.
- Steven Fosgard, Vice President of Instruction, effective September 15, 2020.

Re-Hires:

- None.

Transfers:

- Michael Miltz, Sub-Custodian to Part-Time Custodian, effective August 10, 2020.
- Terry McKenzie, ADM – Simulation Lab Manager, effective August 31, 2020 (formerly Adjunct-Nursing).

Resignations:

- Jessica Sandahl, Health Fitness/Activities Technician and Assistant Coach for Women's Basketball, effective August 12, 2020.
- Catherine Abraham, Director of the Volunteer Center, effective August 19, 2020.

Retirements:

- None.

Gifts and Grants Report

This report reflects the following activity for pledges and gifts received by ACC and the ACC Foundation between August 7 and September 9, 2020.

Total Donors: 97

New Gifts:	\$53,459.20
Pledge Payments:	\$58,028.00
New Pledges:	\$1,360.00

Board Discussion

The trustees confirmed they wish to continue to meet face to face. Board Secretary Walterreit will continue to schedule the Board meetings in Granum Theatre to accommodate social distancing until such time as the trustees can go back to meeting in the Board Room.

New Business

None.

Suggested Future Agenda Items

None.

Next Regular Meeting

The next regular Board of Trustees meeting is scheduled for 7:00 p.m. Thursday, October 15 2020. The meeting is tentatively scheduled to be held in Granum Theatre, Room 107 of the Newport Center, 665 Johnson Street, Alpena, MI 49707, but this may change to an online meeting if necessary.

Adjournment

The regular meeting was adjourned at approximately 7:50 p.m.

Jay Walterreit
Secretary of the Board of Trustees
(989) 358-7215