

**Approved Minutes of the
Alpena Community College Board of Trustees Regular Meeting
April 15, 2021
665 Johnson Street, Alpena, MI 49707**

On Thursday, April 15, 2021, the Alpena Community College Board of Trustees held a regular monthly meeting in Newport Center 106 and the Webex videoconferencing system. The meeting was called to order at 7:00 p.m. by Chairman Briggs.

Present in person: John Briggs, Teresa Duncan, Joseph Gentry II, Lisa Hilberg, Susan Stender, Florence Stibitz, and Tom Townsend. Absent: none. Also present: President Dr. 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 Stibitz. Ayes: 7. Nays: 0. Motion approved.

Approval of the Proposed Minutes from the March 18, 2021, Regular Board Meeting

Trustee Gentry made the motion to accept the proposed minutes from the March 18, 2021, regular Board meeting; Trustee Duncan seconded the motion. Ayes: 7. Nays: 0. Motion approved.

Introduction of Guests and Public Comment

Guests attending the meeting remotely via Webex included: Ben Stevens, WATZ; Steve Fosgard, ACC administration; Dr. Amber Vesotski, ACC faculty; David Cummins, ACC faculty; Tyler Anderson, ACC student; Anakin Millard, ACC student; Wendy Brooks, ACC administration; Nancy Seguin, ACC administration; Brenda Herman, ACC administration; Meghan Cameron, ACC faculty; and members of the Student Leadership Commission.

Attending the meeting in person were Mark Grunder, ACC administration; Tim Ratz, ACC faculty; Todd Artley, ACC faculty; Dustin Ruehle, ACC faculty; Andrew Paad, ACC faculty; Sarah Prevo, ACC administration; Andrew Paad, ACC faculty; Roy Smith, ACC faculty; Officer Jason Collegnon, Alpena Police Department; and Officer Colby Herriman, Alpena Police Department.

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

Communication(s)

None.

Board Member and Subcommittee Reports

Trustee Duncan gave an update on recent and pending ACC Foundation activities, including:

- The Spring Scholarship Luncheon was cancelled due to COVID concerns; Brenda Herman and the Foundation are working on an alternate project.
- The next ACC Foundation quarterly board meeting is next week.

Student Report

Student Leadership Commission Advisor Meghan Cameron and SLC members joined the Board meeting via Webex and gave a presentation on the group's recent activities.

Faculty Report

CAD Instructor David Cummins introduced CAD students Tyler Anderson and Anakin Millard, who shared a presentation on their efforts to design a new Manufacturing Lab in the now-vacant Auto Body lab space. The students discussed aspects of the design project including measuring the space, assessing the spatial needs of the new lab, and where to place windows, doors, and other features.

Manufacturing Tech Instructor Andrew Paad then briefed the trustees on several notable activities related to the Manufacturing program.

- The Manufacturing Tech program is now fully accredited. Dean of the Learning Resources Center/Media Wendy Brooks noted that Paad had been very organized and active in working through the accrediting process.
- Paad mentioned his work on four open educational resource textbooks.
- Paad noted that several Manufacturing students are participating in an annual student competition. The competition is not being held in person this year; students work on assignments which are sent in for evaluation. Paad expects his students to do well in the competition and asked to be able to update the trustees on the results at the May Board meeting.

President's Report

President's Report to the Alpena Community College Board of Trustees
April 15, 2021

COVID-19 Shot Clinic for ACC Students, Staff, and the Community

ACC's Alpena Campus is hosting a COVID vaccination event on Monday, April 19, 2021, from 9:00 a.m. to 3:00 p.m. in Park Arena. All ACC students and employees who want to receive the Pfizer 2-dose vaccination are invited to attend. No appointment is necessary and the shot is free.

The event, put on in cooperation with District Health Department #4, is also open to walk-ins. 100 spots are available to community members. Please be aware that all ACC students are eligible to participate in this event even if they do not live in the DHD4 service area.

For vaccination clinics:

- Young adults aged 16 and 17 can receive this vaccine but must be accompanied by their parent(s) or guardian. Otherwise you must be 18 years of age or older.
- You must live in the DHD4 service area.
- Upon arrival, you will be greeted at the door and given a vaccination time. Please bring a valid ID card and insurance cards (although having insurance is not required). First come, first served.

People who receive their first shot on April 19 will be able to schedule their second shot.

ACC Commencement Activities

Despite a year of uncertainty and disruption, Alpena Community College students have accomplished many great things on their way to attaining their academic goals. We are incredibly proud and appreciative of all the hard work put into this academic year by the students and our staff. Their perseverance and dedication is truly inspirational.

In a normal year we would celebrate those achievements at Commencement. Unfortunately we are still not able to gather for the traditional in-person ceremony in Park Arena. Despite this fact we feel it is totally appropriate and desirable to give our students an opportunity to receive their accolades in person while observing social distancing and other guidelines.

To accomplish this, ACC has decided to conduct a Drive-Through Commencement ceremony on the Alpena Campus. While there won't be speeches and the traditional fanfare, we will still have a memorable event and honor our students' achievements.

One drawback to the Drive-Through Commencement format is that it doesn't allow for an audience. We will miss the opportunity to reconnect with all those who count themselves as part of the larger ACC family. We hope that conditions improve enough that we are able to all gather next year to celebrate Commencement in traditional style.

Despite not gathering in person, ACC will still be bestowing the Besser Awards and the Front Runner Awards to deserving students. These awards will be part of a Commencement video that we will be posting on the ACC website by May 6. Please check the ACC website for a link to that video.

Action Items

2.800 Bids for TRiO Talent Search Gaming Laptops

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

The Board of Trustees approves the purchase of ten (10) Lenovo ThinkPad P17 Gen 1, 17.3” laptop computers from CDW-G for a cost of not more than \$20,250.00. This purchase would be made using TRiO Talent Search funds.

Ayes: 7. Nays: 0. Motion approved.

2.801 Bids for a Vehicle Lift System

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

The Alpena Community College Board of Trustees approves the purchase of a 12,000 lb. scissor alignment lift and associated software/hardware package from Snap-on Industrial for a cost not to exceed \$37,658.22. The purchase will be paid for by Perkins Grant and ACC funds.

Ayes: 7. 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 \$2,734,044 are \$232,438 more than those for March 2020, higher due to timing of receipts.
- Tuition/fee receipts of \$5,857,718 are \$220,771 less primarily due to lower than expected enrollments for Spring registrations.
- State aid is as expected.
- Federal revenue displays the entire \$2,435,600 in Paycheck Protection Program funding as recorded through March. The College has applied for the forgiveness portion of the program and awaiting determination.

President MacMaster updated the trustees on the status of the College’s PPP loan and reminded them of the May budget workshop.

Personnel Report

New hires, terminations, and status changes from March 10 to April 9, 2021.

New Hires:

- Todd Crandall, ESP2 EPTC Vehicle Maintenance and Repair Technician, effective 03/25/2021.

Re-Hires:

- None.

Transfers:

- None.

Resignations:

- None.

Transfers:

- None.

Retirements:

- None.

Name Changes:

- Dr. Melissa Fournier to Dr. Melissa Fournier-Thomas, effective 03/24/2021.

Gifts and Grants Report

This report reflects the following activity for pledges and gifts received by ACC and the ACC Foundation between March 9 and April 8, 2021.

Total Donors:	38
New Gifts:	\$60,758.21
Pledge Payments:	\$1,278.00
New Pledges:	\$0

Board Discussion

- Chairman Briggs confirmed the desire to have the May Board meeting in CTR 106 due to the availability of the VCS equipment and the ability to have some in-person audience members.
- President MacMaster invited the trustees to see the new anatomage table currently housed in the Natural Resources Center, and to tour the newly renovated parts of Van Lare Hall. The trustees agreed to meet at 5:00 p.m. in CTR 106 and begin the tour from there.
- After the campus tour, the trustees will hold the annual budget workshop. The workshop is slated to begin at 6:00 p.m. in CTR 106. Vice President of Administration and Finance Richard Sutherland will present his assumptions and projections for the Fiscal Year 2022 budget.

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, May 20, 2021. The meeting is tentatively scheduled to be held in the Newport Center, Room 106, 665 Johnson Street, Alpena, MI 49707, but the meeting format or location may change if necessary.

Adjournment

The regular meeting was adjourned at approximately 8:45 p.m.

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