

**Approved Minutes of the
Alpena Community College Board of Trustees Regular Meeting**
February 17, 2022
665 Johnson Street, Alpena, MI 49707

On Thursday, February 17, 2022, 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 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 in person: President Dr. Don MacMaster and Board Secretary Jay Walterreit.

Trustee Gentry 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 Hilberg. Ayes: 7. Nays: 0. Motion approved.

Approval of the Proposed Minutes from the January 20, 2022, Regular Board Meeting

Trustee Stibitz made the motion to approve the proposed minutes from the January 20, 2022, regular Board meeting; Trustee Duncan seconded the motion. Ayes: 7. 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; Richard Sutherland, ACC administration; Andrew Paad, ACC faculty; Kim Salziger, ACC faculty; Mark Grunder, ACC administration; Henry Docter, ACC student; Nancy Seguin, ACC administration; Dr. Amber Vesotski, ACC faculty; Todd Artley, ACC faculty; Dawn Stone, ACC administration; Dr. Nick Brege, ACC administration; Brenda Herman, ACC administration; Mary Eagan, ACC administration; Ashleigh Nowicki, ACC student; Wally Wiltse, ACC administration; Karen Bennett, ACC attorney; and community member Robert Tosch.

ACC student Henry Docter and community member Robert Tosch addressed the trustees during the Public Comment portion of the meeting. Docter expressed his desire for the College to hold a traditional Commencement ceremony this year.

Communication(s)

None.

Board Member and Subcommittee Reports

Trustee Duncan reported on the following ACC Foundation activities:

- The ACC Alumni Advisory Council is working on the following tasks for the coming year:
 - Foundation Board members will be reaching out to members of the first 10 graduating classes with a personal phone call, establishing relationships, offering virtual tours. ACC's first graduates were the Class of 1954. Contacts have been very receptive and excited to share their stories, photos, etc. This is time-intensive but the committee anticipates that it will be well worth the effort.
 - From these contacts, we hope to develop a Lumberjack Legends program, which will be a hall of fame honoring select alumni.
- The Grants, Scholarships & Development Committee is investigating retention scholarships for Early College students, encouraging them to stay at ACC for their final year to complete their associate degree.
- The first round of Granum Grant applications is being reviewed. We have an impressive collection of five proposals.

Student Report

Student Ashleigh Nowicki, accompanied by Director of Alumni Relations Mary Eagan, told the trustees about her experiences as a work study student contacting graduates from ACC's first 10 years.

Faculty Report

Psychology Instructor Dr. Amber Vesotski attended the meeting via Webex but did not have anything to report from the faculty.

President's Report

President's Report to the Alpena Community College Board of Trustees
February 17, 2022

Besser Company Center for Manufacturing Excellence project

The Besser Company Center for Manufacturing Excellence project will renovate and upgrade outdated and unoccupied occupational training space in the Besser Technical Center. The project consists of two main components:

- 1) Repurpose currently unoccupied occupational Autobody lab space to create an expanded and modernized Advanced Manufacturing Skills Center.
- 2) Repurpose occupational lab space currently occupied by the Advanced Manufacturing program to accommodate an expanded Welding Skills Center.

Estimated cost of the project is \$3 million with the United States Economic Development Administration funding 80 percent, or \$2.4 million. College staff have been working on fundraising the remaining 20 percent (or \$600,000) cost share and currently have \$450,000 in commitments.

Dr. Nick Brege, Director of Facilities, is here tonight to provide a status update on the project.

Utility Line Clearance Arborist Certificate program

The development of the Utility Line Clearance Arborist Certificate program was funded by a Michigan Learning Education & Advancement Program (MiLEAP), awarded to Michigan Works! Northeast Consortium by Michigan Department of Labor and Economic Opportunity, Workforce Development (LEO-WD). The \$330,000 grant funds the development and delivery of short-term training in Manufacturing, IT, Mobility, and Utility Line Clearance.

In addition to the development funding above, students who enroll in any of the programs will be eligible for sponsorships through the MWNC of up to \$3000 each plus supportive services.

The Utility Line Clearance Certificate program used the funding to hire a director, purchase a commercial chipper, and supplies including chainsaws and PPE. The program design is following the US DOL apprenticeship standards for technical instruction. Director Wally Wiltse is here tonight along with Dean of Workforce Development Dawn Stone, who wrote the MiLEAP grant, to provide an update on the project.

Bridge Michigan article

A February 16, 2022, article in *Bridge Michigan* magazine entitled “New carpets, more supports: How Michigan colleges would spend Whitmer plan” discusses how several community colleges, including ACC, could invest Governor Whitmer’s proposed bump in higher-ed spending if it becomes law. A copy of the article is available for Trustee review.

Action Items

2.830 Purchase of Robot Training Equipment and Variable Speed Conveyor

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

The Alpena Community College Board of Trustees approves the purchase of a FANUC Fenceless ER-4iA CERT Cart and Swivellink 4-1/2” X 36” Variable Speed Conveyor from IST for a total not to exceed \$45,340.00.

Ayes: 7. Nays: 0. Motion approved.

2.831 Bookstore Operations Outsourcing

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

The Alpena Community College Board of Trustees authorizes the College to contract with Follett to provide bookstore management for three years with two additional year extensions.

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 \$1,738,201 are \$123,871 more than those for January 2021, due to both unexpected and expected increases.
- Tuition/fee receipts of \$5,464,477 are \$287,343 lower primarily due to lower than anticipated enrollments.
- State aid for the current year is \$2,501,930. This includes four regular monthly payments of \$530,000, plus \$225,700 as a one-time appropriation payment, early receipt of an offset payment, higher MPERS offset contribution, and a semiannual personal property tax payment of \$90,461. This is the first personal property tax payment of the year.
- The difference in Federal is due to \$2,435,600 in Paycheck Protection Program funding recorded through September of 2020. The College did not budget nor expect any of those kinds of revenues in FY 2022.
- The General Fund received \$323,123 for lost tuition and fee revenue through Federal HEERF funds.

Personnel Report

New hires, terminations, and status changes from January 13 to February 8, 2022.

New Hires:

- Walter Wiltse, Director of Utility Line Clearance/Tree Trimmer Program, effective January 31, 2022.

Re-Hires:

- None.

Transfers:

- None.

Resignations:

- None.

Terminations:

- None.

Retirements:

- None.

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 January 11, 2022, and February 8, 2022.

Total Donors: 50

New Gifts:	\$211,554.00
Pledge Payments:	\$4,528.00
New Pledges:	\$54,850.00

Board Discussion

Chairman Briggs led a discussion relating to how the College would celebrate Commencement (which is scheduled for May 12, 2022.) He noted the comments made by ACC student Henry Docter, who advocated for a traditional indoor ceremony. Trustee Gentry mentioned the students in his class had brought up the change in the CDC's recommendations for wearing masks and were wondering if ACC would drop its mask requirements.

Trustee Stibitz asked if the College had considered having an outdoor ceremony in a location that could accommodate a large number of people, such as the Alpena Public Schools football stadium. President MacMaster said that was a possibility and he would contact APS.

Trustee Townsend asked about when the College needed to decide on the ceremony format. President MacMaster said College staff hoped to make the decision this week if possible due to the time required to make all of the arrangements.

Trustee Hilberg asked if the ceremony could be broadcast live. President MacMaster said that it could be broadcast live.

President MacMaster asked each trustee to give their opinion on how the College should conduct Commencement. The consensus of the trustees was:

- An outdoor ceremony was acceptable
- Holding the ceremony in the APS football stadium was acceptable
- A drive-through ceremony was least desirable

- It would also be acceptable to hold the event indoors provided that the number of audience members was limited to a safe number.

After the Commencement discussion President MacMaster outlined his views on ACC's current indoor mask policy. He wished to continue requiring masking through Spring Break (March 14-18, 2022) and review the policy again after Spring Break.

New Business

None.

Suggested Future Agenda Items

None.

Next Regular Meeting

The ACC Board of Trustees will conduct their next regular monthly meeting Thursday, March 17, 2022, at 7:00 p.m., in the Roger C. Bauer Board Room, 400 Donnelly Natural Resources Center. The meeting is scheduled to be held in person but that may change if necessary due to pandemic conditions.

Adjournment

The regular meeting was adjourned at approximately 8:34 p.m.

Respectfully submitted by
Jay Walterreit
Secretary of the Board of Trustees
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