

Approved Minutes of the Retreat Meeting
Alpena Community College Board of Trustees
April 25, 2023
5800 Skeel Avenue, Oscoda, MI 48750

On Tuesday, April 25, 2023, the Alpena Community College Board of Trustees held a retreat meeting at the Oscoda Campus, 5800 Skeel Avenue, Oscoda, MI 48750.

The meeting began at 10:00. Trustees present in person for the retreat: John Briggs, Teresa Duncan, Joseph Gentry II, Lisa Hilberg, Susan Stender, and Florence Stibitz. Absent trustees: Tom Townsend.

Also present in person: ACC President Dr. Don MacMaster and Board Secretary Denis “Jay” Walterreit.

Chairman Briggs led the Pledge of Allegiance.

Introduction of Guests and Public Comment

Guests attending the meeting in person or via Webex were: Dr. Marv Pichla, ACC administration; Doug Mayo, ACC administration; Richard Sutherland, ACC administration; Mark Grunder, ACC administration; Nancy Seguin, ACC administration; Mary Eagan, ACC administration; Brenda Herman, ACC administration; Brenda McNeil, Oscoda-Wurtsmith Airport administration; Cora Dykes, ACC staff; Cathy Kappius, ACC faculty; and Patrice Billiel, ACC staff.

No public comments were made.

Dr. Marv Pichla, Oscoda Campus Director, greeted the trustees and introduced instructor Kathy Kappius, who spoke of her experience at the Oscoda Campus and the qualities that made the campus unique.

Oscoda Campus Tour

Oscoda Nursing Director Doug Mayo then introduced himself and offered to lead a tour of the Oscoda Campus facility. The trustees viewed a number of offices and labs and asked questions. The tour ended at approximately 10:44 a.m. when the trustees returned to Room 213 and began discussing topics outlined in the retreat agenda.

Trustee Discussion Topics

Chairman Briggs opened the first topic for discussion, which was “opportunities and needs in ACC’s southern area.” Most of the conversation centered around the number of southern school districts ACC is working with for dual enrollment and early college.

Discussion points included:

- The Oscoda healthcare program is vibrant and growing, and will continue to grow.

- The Webex videoconferencing system draws in students from a distance.
- The Oscoda area community sees ACC is investing in the Oscoda Campus (technology and programs) and appreciates it.
- President MacMaster outlined possibilities for ACC to capture millage revenue from Iosco County (a dream to work toward).
- Kalitta is continuing to develop their operation at the Oscoda-Wurtsmith Airport.
- Space Port — President MacMaster expressed growing skepticism that the space port concept will happen.
- The \$1.1 million federal earmark ACC received for the Oscoda Campus will run for three years (2022-2025).
- ACC is looking at potential student housing options on the airport grounds.
- ACC is exploring the possibility of using some of the \$2 million BSN state funds to renovate the Oscoda Campus and housing on the airport grounds. President MacMaster expressed interest in the former base barracks.

Chairman Briggs suggested the ACC trustees be added to the Oscoda Campus's email distribution list; Secretary Walterreit was instructed to send the email addresses to Cora Dykes.

At 11:15 a.m. the discussion turned to the topic of ACC human resources and succession planning.

- Trustee Gentry said he has not made a decision yet about whether he will run for his current board seat when it comes up for election [in November 2024]; he said he is currently shedding other commitments. He wondered if the board would benefit from having a lawyer as a trustee.
- Chairman Briggs said he had been thinking about running again when his seat is up for election [November 2024] and currently is planning to run.

At approximately 11:20 a.m. President MacMaster left the room to take a phone call; the trustees decided to move on to the next discussion topic and revisit the succession planning topic when President MacMaster returned.

Brenda McNeil, assistant Oscoda-Wurtsmith Airport director, gave a PowerPoint presentation about the airport including use of various airport facilities, current business tenants, and future usage plans for the property. McNeil also talked about how the airport generates revenue, including leasing property and facilities to various entities. She noted that the airport is interested in working with ACC on the use of the old base barracks for student housing. McNeil's presentation ended at 12:20 p.m.

The trustees then took a break for lunch and informal discussion with Dr. Pichla. At 1:00 p.m. the trustees finished lunch and revisited the topic of succession planning.

Trustee Gentry noted that ACC is losing a number of senior staff and he asked what the College's plans were to address those positions. President MacMaster acknowledged the large number of employees who are leaving or may leave in the next year or two, and agreed that this was a big challenge. MacMaster then shared his current thinking on a number of openings and how the College might fill those positions.

At 1:40 p.m. the trustees moved on to the next discussion topic, new academic programs and partnerships. Some of the programs and possibilities discussed included:

- Utility arborist certificate program.
- Cosmetology.
- Pharmacy tech.
- Commercial Driver's License (CDL) noncredit training expansion.
- Programs related to aerospace at the Oscoda Campus.
- Construction technology.
- Partnering with Ferris State University on a HVAC program.
- Police academy.
- Adding Esports and a robotics program to be housed on the second floor of the Natural Resources Center.
- Partnering with the national marine sanctuary on a water quality process engineering program.
- EMT program.
- Surgical tech.
- The trustees discussed the status of ACC's efforts to provide VCS classes to inmates in the Michigan corrections system. President MacMaster noted that the proposed program had not started yet because the state had not approved the program.

At 2:16 p.m. the discussion turned to usage of the Granum Theatre. Trustee Stibitz noted a low level of programming being offered in the facility and asked if the current system for managing the theatre was limiting the activity.

- President MacMaster mentioned the film series currently playing in the theatre a list of recent activities that had been hosted there.
- MacMaster discussed the role of the ACC Foundation in managing the money donated for the support of the theatre, and the recent downturn in the financial markets which has led to many funds being under water.
- Trustees Gentry and Stibitz noted there was no ACC staff in charge of managing the theatre or bringing in programming; President MacMaster agreed that there is no College funding for that role.
- Trustee Gentry asked if the College could utilize the theatre more by actively reaching out to local entities like the Thunder Bay Arts Council to offer the use of the theatre.
- Trustee Duncan noted that the ACC Foundation worked very hard to determine how the Granum Grants money could be used. Part of the usage of that money included hiring someone to manage the programming, but that position is currently unfilled. The Foundation is currently engaged in significant discussion about how to handle the investments that are under water. The Foundation has also noted the theatre is in need of repair and updating. The Foundation has struggled with managing the facility and the technology necessary to support current needs and would like the College's help to address those needs.
- President MacMaster noted the theatre curtain needed to be replaced and there were other needs that have been noted; he will compile a list of all the things that need to be addressed with associated costs.

- Trustee Hilberg summarized the discussion by stating the goal of looking at the funding for improving and staffing the facility.

At 2:44 p.m. the discussion changed to challenges and threats from outside ACC's service area.

- Trustee Gentry brought up the topic of ACC's spring break aligning with the spring breaks of area school districts. President MacMaster outlined the College's efforts to work with representatives of the AMA-ESD to align the College's academic calendar with the K-12 school districts' calendar as part of the College's bargaining contract with the faculty union.
- President MacMaster told the trustees of his efforts to lobby state and federal legislators for funding for student housing. ACC's need for more student housing is a limiting factor for enrollment.
- As noted previously, succession planning is a challenge.
- ACC's financial situation is very good right now, but that could change quickly.

At 3:11 p.m. the trustees moved on to the topic of housing studies. Trustee Gentry noted that the housing task force report he referenced had not be released yet so he did not have the data to examine. He did point out that Northeast Michigan needs middle income housing.

At 3:16 the trustees moved to the topic of campus safety improvements. President MacMaster explained that the recent MSU campus shooting spurred a lot of talk from the state about things that could be done to make campuses safer. The Michigan Community College Association asked schools to submit lists of things that could be done and include estimated costs for those projects. ACC created a list and forwarded it to the MCCA; President MacMaster promised to share that list with the trustees.

At 3:30 p.m. Chairman Briggs thanked the Oscoda Campus staff for their fine hospitality in hosting the retreat and adjourned the meeting.

Next Regular Meeting

The next regular board meeting is scheduled for Wednesday, May 17, 2023, at 7:00 p.m. **Please note the date change.** 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 retreat was adjourned at approximately 3:31 p.m.

Respectfully submitted by
Denis J. Walterreit,
Secretary of the Board of Trustees
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