

**Proposed Minutes of the Regular Meeting  
Alpena Community College Board of Trustees  
August 17, 2023  
665 Johnson Street, Alpena, MI 49707**

On Thursday, August 17, 2023, 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 brought to order at 7:00 p.m. by Chairman John Briggs.

Trustees present in person: John Briggs, Teresa Duncan, Joseph Gentry II, Lisa Hilberg, Susan Stender, Florence Stibitz, and Tom Townsend. Absent trustees: none.

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

Trustee Duncan 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 Stender. Ayes: 7. Nays: 0. Motion approved.

**Approval of the Proposed Minutes of the June 15, 2023, Regular Board Meeting and Closed Session, and Proposed Minutes of the July 31, 2023, Special Meeting and Closed Session**

Trustee Gentry made the motion to approve the proposed minutes of the June 15, 2023, Regular Board Meeting and Closed Session, and proposed minutes of the July 31, 2023, Special Meeting and Closed Session; Trustee Townsend 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; Richard Sutherland, ACC administration; Dr. Nick Brege, ACC administration; Temi Fadayomi, The Alpena News; Richard Crofton, Follett Bookstore; Dr. Matt Bedard, ACC faculty; and Dr. Paige Gordier, ACC administration.

No public comment was given.

**Communication(s)**

None.

**Board Member and Subcommittee Reports**

Trustee Duncan’s report included the following information:

## Foundation Report to ACC Trustees - 8/17/23

1. ACC Foundation Scramble for Students Update
  - a. 120 participants
  - b. \$33,000 net revenue – this is the most we have ever generated from the golf scramble.
2. ACC Alumni Reunion
  - a. Held August 16, 2023
  - b. Alumni from the classes 1959 – 1963 were invited to attend
  - c. We had 10 very engaged alumni join us for a brief welcome from Mary Eagan, Dr. MacMaster and Brenda Herman. We engaged the alumni by asking them to share about themselves and some of their memories of their time at ACC. They asked lots of good questions about the college. We also gave them a tour of Van Lare Hall and they were very impressed with the Student Success Center and the new Fitzpatrick Lecture Hall and the Ruth C. Julian Hall of Health Sciences. It was a wonderful afternoon connecting with some of our earliest students.

Trustee Stibitz shared the following thoughts about the recent MCCA Summer Conference held in Traverse City:

- Many of the presentations were inspirational in nature, which is something that we can all use right now with the situation in the world.
- The MCCA is not proposing to increase dues.
- The MCCA now has a representative in the Michigan Department of Lifelong Education, Advancement, and Potential (MiLEAP), representation that community colleges haven't had before.

Future MCCA activities include:

- A trustee training event December 4-5 for new trustees (but anyone is welcome).
- Capitol Day is April 24; the MCCA would like colleges to send their mascots to be a part of the activities.
- The 2024 MCCA Summer Conference will be held July 31-August 2, 2024, on Mackinac Island.

Trustee Stibitz then talked about the Michigan Workforce Training and Education Collaborative, which is a new start-up. It has non-profit status and has received its first grant. The cost to join the Collaborative is \$20,000; there is no additional cost after that. Currently 16 colleges have joined. The mission of the Collaborative is “Providing Michigan residents access to training or education in a desired career field due to limited availability in their community. This ensures equitable access for all citizens of Michigan for career pathway education and training, leading to high paying jobs with advancement opportunities.”

## **Faculty Report**

Instructor Dr. Matt Bedard briefed the trustees on a new management certificate program that he is creating with the help of industry partners. He hopes to have the program in place by Fall 2024. He also noted the number of new faculty and staff on campus due to recent retirements.

## **Student Report**

None.

## **President's Report**

President's Report to the Alpena Community College Board of Trustees  
August 17, 2023

### Utility Arborist Graduates and ACC Staff Present at the Mid-America Regulatory Conference in Grand Rapids on August 8, 2023

The Mid-America Regulatory Conference (MARC) represents an association of regional organizations of utility and energy regulatory agencies from 14 states that include: Arkansas, Kansas, Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Oklahoma, South Dakota, Texas and Wisconsin. Since 1958, MARC has sponsored an annual meeting and conference of Commissioners and staff from member state agencies, as well as representatives of regulated industries and the public at large, to share ideas and discuss regulatory and policy issues affecting their states, region and the nation.

Just across the river from the Gerald R. Ford Presidential Museum, the MARC 2023 conference took place during the most active era of federal energy policy since President Ford was in the White House. Even with unprecedented federal investments through the Infrastructure Investment and Jobs Act, the Inflation Reduction Act, and the Rural Digital Opportunity Fund, the role of state utility regulation and regulators has never been more important in overseeing the electric grid, pipelines, water infrastructure, and other critical assets.

After a recent visit to Alpena Community College by Michigan Public Service Commission Chair Dan Scripps and Commissioner Katherine Peretick to review ACC's Utility Arborist program, MPSC staff extended an invitation to Dean Dawn Stone, recent graduates Terissa Byrd and Randy Peterman, instructor Walt Wiltse, and President Don MacMaster to present at the MARC conference. The video below captures part of the ACC presentation.

 [MARC Video.MOV](#)

### Athletics Update from Allen Telgenhof

In March of this year, we formed an ad hoc committee to work on publicity, promotion and marketing of our athletic program. This committee consisted of myself, Jay Walterreit, Cindy DeRocher, Sarah Prevo, Jess Haselhuhn, and Nick Failla.

We made the decision to launch a new athletic website in Presto Sports who is the provider for our conference, the MCCAAs as well as the NJCAA, our governing organization. The cost of this initial website build was paid through a gift from the ACC Foundation.

We kept the committee together after making the decision on the website and switched gears to talk about forming a new ACC athletic logo.

Though the Lumberjack has served us well over the years, never used as an official, athletic logo, in part, because there is nothing to identify it being from ACC.

It was felt that it was more of a mascot rather than logo, and we should look for an exciting new logo to go with the exciting things that are happening in ACC athletics.

For months the committee looked at a number of different logos and ideas. We spent a lot of time discussing different pros and cons of various designs and eventually with the use of a graphic designer who donated her services, we received a logo similar to our final product.

The committee then proposed a few changes which were made by the designer and after completion the committee unanimously approved its use.

The focus of the logo is the outline of an ax. The official logo color is ACC burgundy (though it can be modified to white or black). The word “Lumberjacks” separates us from other ACCs out there. We are very excited about this and it is being immediately utilized in our athletics. This together with our Nike branding, also already in use, sets us apart from other community colleges.



#### Higher Education Summit

ACC staff attended the Governor’s Higher Education Summit held at Henry Ford College on August 9, 2023. Of primary interest to community college leaders was Governor Gretchen

Whitmer's vision for the new Michigan Department of Lifelong Education, Advancement, and Potential (MiLEAP), announced July 12, 2023.

"The biggest threat to education is doing the same thing over and over again and expecting a different result," Whitmer told attendees. "Our kids deserve better, educators deserve better and that's precisely why we decided it made sense to take pieces that were in different departments and put them in one that had a strategic vision and focus on lifelong learning."

The Governor made three points of clarification regarding MiLEAP and community colleges:

1. No intention to undermine local control or Trustee governance.
2. Would like to consolidate the variety of state funding sources for job training and workforce programs.
3. Interested in ideas from the field for best practices that could be shared between and among community colleges.



Above, from left: Dr. Rachel MacMaster, Office of Sixty by 30, Dr. Don MacMaster, and Governor Gretchen Whitmer.

## **Action Items**

### 2.884 Bids: Security Guard Services for the Alpena Campus

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

The Alpena Community College Board of Trustees authorizes College officials to contract with Allied Universal of Conshohocken, PA, for security services for a cost not to exceed \$73,222.40.

Ayes: 7. Nays: 0. Motion approved.

## **Financial Report**

### Monthly General Fund Revenue and Expense through July 2023 (Year-to-Year Actual Comparison)

- The property tax receipts of \$152,574 are \$35,692 less than those for July 2022, due to timing of receipts.
- Tuition/fee receipts of \$3,149,811 are \$353,160 more primarily due to higher-than-expected registrations at this time of year.
- State aid for the current year is zero because of the normal start month of October.
- There were only two payrolls processed in July for FY 24 and three payrolls for July FY 24.
- Net income through the first month of the new fiscal year shows as a gain of \$2,179,925, which is typical for this time of year, when fall tuition receipts have built up.

### Monthly General Fund Revenue and Expense through July 2023 (Budget-to-Actual Comparison)

- All categories are in acceptable ranges for this stage of the year except as noted above.

### General Fund Month to Month Comparison through July 2023

- The Month-to-Month comparisons are tracking as expected except as noted above.

## **Personnel Report**

New hires, terminations, and status changes from June 1 to August 10, 2023.

### New Hires:

- Paige Gordier, Vice President of Instruction, effective 07/03/2023.
- Sebastian Frost, FT Faculty - Speech, effective 08/01/2023.
- Chelsea Leeck-Putkamer, ESP1 Part-Time TRiO Talent Search Secretary, effective 07/26/2023.

### Re-Hires:

- Joseph Bastow, FT Faculty – English Instructor, effective 08/01/2023.
- Ginger Bohlen, FT Faculty – Biology Instructor, effective 08/01/2023.

### Transfers:

- Kristen Schnell, Transfer from TRiO Talent Search Secretary to Financial Aid Office Coordinator, effective 07/01/2023.
- Christal Wiltse, Transfer from Substitute – Custodian to Full Time Custodian, effective 07/03/2023.
- Terry McKenzie, Transfer from Simulation Lab Manager to FT Faculty – Nursing Instructor (Psychiatry), effective 08/01/2023.
- Lauren Mantlo, Transfer from FT Learning Resources Center Library Technician to Director of Learning Resources Center, effective 07/01/2023.
- Lisa Snyder, Transfer from Director of Institutional Research to Executive Director of the Office of Information Technology, effective 07/01/2023.
- Pat Manning, Transfer from PT Learning Resources Center Library Technician to FT Learning Resources Center Library Technician, effective 07/01/2023.
- Vicki McCoy, Transfer from Adjunct – Biology to FT Faculty – Biology Instructor, effective 08/01/2023.

### Resignations:

- Melissa Fournier-Thomas, Director of Special Projects, effective 06/30/2023.
- Amanda Sumerix, Director of the SIP Grant, effective 07/07/2023.
- Brian Colorite, TRiO Advisor – South, effective 06/18/2023.
- Jake Gallagher, Part Time Custodian, effective 06/09/2023.
- Christine Gibson, Student Success Center Technician – Alpena Campus, effective 08/04/2023.
- Anthony Pratt, FT Faculty – Nursing Program Instructor, effective 08/06/2023.

### Terminations:

- None.

## **Gifts and Grants Report**

This report reflects the following activity for pledges and gifts received by ACC and the ACC Foundation between June 6 to August 10, 2023.

Total Donors:	226
New Gifts:	\$67,445.62
Pledge Payments:	\$0.00
New Pledges:	\$3,000.00

## **Board Discussion**

None.

## **New Business**

None.

**Suggested Future Agenda Items**

None.

**Next Regular Meeting**

The next regular board meeting is scheduled for Thursday, September 21, 2023. 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 regular meeting was adjourned at approximately 8:02 p.m.

Respectfully submitted by  
Denis J. Walterreit,  
Secretary of the Board of Trustees  
(989) 358-7215