

Approved Minutes of the Regular Meeting
Alpena Community College Board of Trustees
February 15, 2024
665 Johnson Street, Alpena, MI 49707

On Thursday, February 15, 2024, 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 Chair 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 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 Stender. Ayes: 7. Nays: 0. Motion approved.

Approval of the Proposed Minutes of the January 18, 2024 Regular Meeting and the January 30, 2024, Board Retreat

Trustee Townsend made the motion to approve the proposed minutes of the January 18, 2024, regular board meeting and the January 30, 2024 board retreat; Trustee Gentry 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; Temi Fadayomi, The Alpena News; Dr. Paige Gordier, ACC administration; Dr. Nick Brege, ACC administration; Kurt Konieczny, ACC administration; Mark Grunder, ACC administration; Scott Ratz, ACC faculty; Ginger Bohlen, ACC faculty; Vicky McCoy, ACC faculty; Allen Telgenhof, ACC administration; Rob Enslin, ACC baseball coach; Deb Hautau, ACC faculty; Lexi Young, ACC staff; Tori Eller, ACC student; Kaitlin Noiles, ACC student; Nick Coster, ACC student; Brock Wing, ACC student; Luke Gifford, ACC student; Tristan Simrau, ACC student; Beach Hall representing the ACC Foundation; and Dawn Stone, ACC administration.

No public comments were given.

Communication(s)

None.

Board Member and Subcommittee Reports

Beach Hall commented that he was attending the meeting as a representative of the ACC Foundation, and that the Foundation board has been busy trying to move the College ahead. He also said he appreciated Trustee Duncan acting as the liaison between the two boards.

Faculty Report

Science Department Chair Scott Ratz introduced new full-time science instructors Ginger Bohlen and Vicky McCoy. Both Bohlen and McCoy were ACC students at one time and have drawn on those experiences as part of their current teaching. Both were also adjunct instructors and were pleased to be able to be hired as full-time employees.

Student Report

Baseball Head Coach Rob Enslin brought four baseball team members — Nick Coster, Brock Wing, Luke Gifford, and Tristan Simrau — to talk about a video featuring Coster that had been posted on the websites of X and Major League. The video had garnered over 1 million views so far. Coach Enslin noted the large amount of publicity the video had garnered for ACC and the baseball team.

ACC students Tori Eller and Kaitlin Noiles also addressed the trustees. Noiles said they were students in Amanda Campbell's History 123 course and that they were attending the ACC board meeting so that they report back to Campbell about how the board meetings operate, how people interact with each other, the kinds of topics being discussed, and how the board's work connects our past educational systems into our current educational systems.

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President's Report

President's Report to the Alpena Community College Board of Trustees
February 15, 2024

Alpena Community College Achieves Highest Graduation Rate for the Third Consecutive Year

For the third consecutive year ACC attained the highest graduation rate among Michigan's 28 community colleges, according to most recent Integrated Post-Secondary Education System data (see chart on following page). ACC's graduation rate of 44 percent of first-time, fulltime degree and certificate students completing in 150 percent of the time led the other community colleges by a wide margin, as shown by the graph below. ACC's graduation rate has improved from 38 to 42 to 44 percent during this three-year cycle — a 15.8 percent increase in this important metric. Kudos to faculty, staff, and students for this significant accomplishment. It represents an ongoing shared commitment to student success.

Spring Semester 2024 Enrollment Increased Compared to Spring Semester 2023

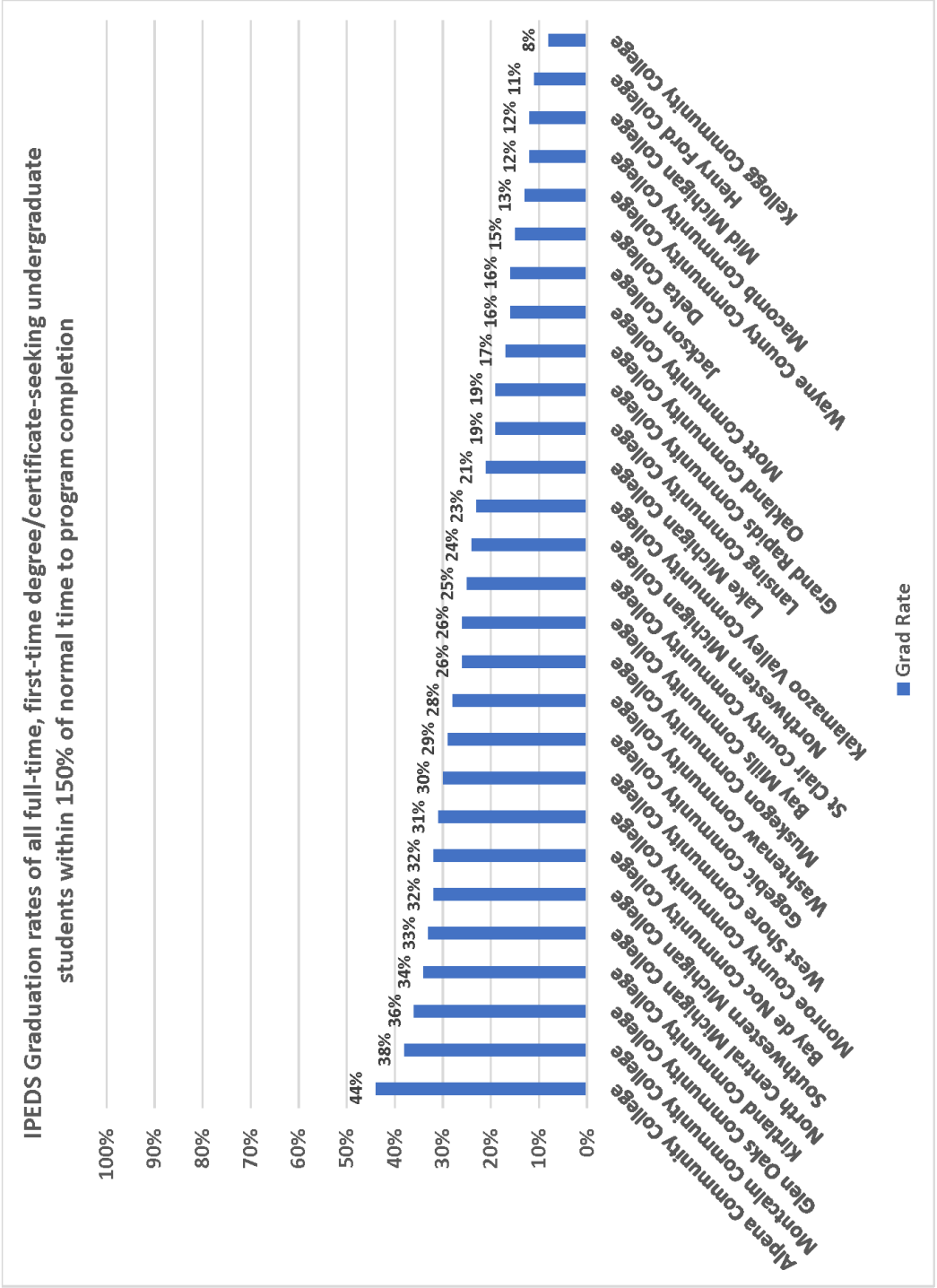
As of January 30, 2024 below are enrollment highlights for Spring Semester 2024 compared to Spring Semester 2023:

- Headcount increased 7.9 percent with 1,556 students enrolled
- Contact hours increased 4.8 percent with students registering for 15,261 hours
- Dual enrollment increased 11.6 percent in credit hours and 60.9 percent in headcount
- Continuing students increased 7.1 percent in headcount and 16.8 in contact hours
- Online and hybrid courses were up 14.5 percent in headcount and 16.9 percent in contact hours

It is worth noting that Spring Semester enrollment in 2023 was up 11 percent in headcount and 7.5 percent in credit hours over spring semester 2022, first among Michigan community colleges last year. Since Spring Semester 2022, headcount has grown by 275 students (1,556 FY24 vs. 1,281 FY22) while credit hours have increased from 11,551 to 12,634. Additionally, according to Director of Admissions Mike Kollien, an estimated 1,100 direct credit CTE students from regional K-12s will be registered for a one-credit ACC class during Spring Semester 2024. ACC does not include these direct credit enrollment numbers into this data.

Michigan Public Service Commission EIED Solar Grant Update

A \$4.61 million grant to the Michigan Public Service Commission's Electrification Infrastructure Enhancement and Development (EIED) grant program is on schedule to be submitted by the February 21, 2024 deadline. If awarded and fully funded, the EIED grant will pay all costs associated with siting a 6-acre solar array on ACC property on Woodward Street adjacent to the Lumberjack Meadows disc golf course. Dean of Workforce Development Dawn Stone is here tonight to discuss the grant application including the budget.



Source: IPEDS (<https://nces.ed.gov/ipeds/use-the-data>)

Action Items

2.894 Bids: Course Scheduling Software

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

The Alpena Community College Board of Trustees authorizes appropriate College officials to contract with Ad Astra of Overland Park, Kansas, for a five-year contract for course scheduling software at a cost not to exceed \$215,805.

Ayes: 7. Nays: 0. Motion approved.

2.895 Bids: Facilities Assessment Services

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

The Alpena Community College Board of Trustees authorizes appropriate College officials to contract with Integrated Designs, Inc., of Marquette, Michigan, for facilities assessment services at a cost not to exceed \$70,750.

Ayes: 7. Nays: 0. Motion approved.

Financial Report

Monthly General Fund Revenue and Expense through January 2024 (Year-to-Year Actual Comparison)

- The property tax receipts of \$1,646,207 are \$67,436 less than those for January 2023 due to the timing of receipts of property tax revenue from certain taxing units compared to last year.
- Tuition/fee receipts of \$6,543,808 are \$718,002 more than last year largely due to higher-than-expected billable contact hours.
- State aid for the current year is \$2,527,701 and is \$206,918 more than last year as expected.
- Interest income is derived from the significant cash balances swept into money market accounts. The increase from last year is due to changing the way the College invests those funds. We are now taking full advantage of the higher rates available.
- Other revenue is \$92,892 higher than last year primarily due to the timing of the ADN-to-BSN Completion grant transfer.
- OIT is higher due to the annual Ellucian software cost expensed.
- Institutional Administration is significantly higher primarily due to legal fees (\$70,000), timing of advertising costs (\$34,000) and changes in fringe benefit selections (\$31,000).
- Net income through the first seven months of the fiscal year shows a gain of \$1,523,187, which is typical for this time of year, when spring tuition receipts start to build up.

Monthly General Fund Revenue and Expense through January 2024 (Budget-to-Actual Comparison)

- Outside Services are higher due to the Ellucian software expense and because of changes in legal and advertising fees as noted above.
- Supplies are much higher due to running nursing packages through course fees and purchasing the packages through nursing instructional supplies.
- All categories are in acceptable ranges for this stage of the year except as noted above.

General Fund Month-to-Month Comparison through January 2024

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

Personnel Report

New hires, terminations, and status changes from January 4 to February 5, 2024.

New Hires:

- Nicholas McDonald, eSports Head Coach, effective 01/22/2024.

Re-Hires:

- None.

Transfers:

- None.

Resignations:

- Michael Blewett, ESP2 TRiO Advisor – South, effective 12/15/2023.
- Lori Stoen, Women’s Assistant Volleyball Coach, effective 01/26/2024.
- Lorie Cadieux-Lawrence, Accounts Receivable Technician/Cashier, effective 01/05/2024.

Terminations:

- Ruth McClean, ESP2 Campus Services Receptionist, effective 02/05/2024.

Retirements:

- Yuko Fellows, ESP2 Computer Technician, effective 01/01/2024.
- Richard Sutherland, Vice President for Administration & Finance, effective 01/01/2024.

Name Changes:

- None.

Position 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 9 and February 7, 2024.

Total Donors:	66
New Gifts:	\$118,179.00
Pledge Payments:	\$0.00
New Pledges:	\$0.00

Board Discussion

None.

New Business

None.

Suggested Future Agenda Items

None.

Next Regular Meeting

The next regular board meeting is scheduled for Thursday, March 21, 2024. 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 8:01 p.m.

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