

**Official Proceedings of the
Alpena Community College Board of Trustees Regular Meeting**

February 15, 2017

Roger C. Bauer Board Room, Charles R. Donnelly Natural Resources Center
665 Johnson Street, Alpena, MI 49707

On Wednesday, February 15, 2017, the Alpena Community College Board of Trustees gathered for a closed session and their regular monthly meeting.

Chairman Briggs called the meeting to order at 6:18 p.m. Present: John Briggs, Joseph Gentry II, Lisa Hilberg, Susan Stender, Florence Stibitz, and Tom Townsend. Absent: Teresa Duncan.

Seated at the Board Table: President Don MacMaster and Board Secretary Jay Walterreit. ACC legal counsel Karen Bennett was also in attendance.

Trustee Townsend made a motion to go into closed session to discuss property issues. Trustee Hilberg seconded the motion. Secretary Walterreit conducted a roll-call vote:

Trustee Gentry	Aye
Trustee Hilberg	Aye
Trustee Briggs	Aye
Trustee Stender	Aye
Trustee Stibitz	Aye
Trustee Townsend	Aye

Ayes: 6. Nays: 0. The motion to go into closed session to discuss property issues passed.

Secretary Walterreit then secured the Board Room and the closed session began.

(Trustee Duncan joined the meeting at this time.)

At 6:47 p.m. the discussion ended and Trustee Townsend made a motion to end the closed session. Trustee Hilberg seconded the motion.

Ayes: 7. Nays: 0. The motion to end the closed session passed.

Chairman Briggs called for a recess to unlock the doors and admit the audience for the regular meeting.

At 7:04 p.m. Chairman Briggs reconvened the meeting and led the Pledge of Allegiance.

Approval of Agenda

Moved by Trustee Townsend that the agenda be approved; seconded by Trustee Hilberg. Ayes: 7.
Nays: 0. Motion carried.

Approval of Minutes from the January 18, 2017, Regular Board Meeting and Closed Session

Trustee Townsend moved to accept the draft minutes from the January 18, 2017, regular board meeting and closed session. Trustee Hilberg seconded the motion. Ayes: 7. Nays: 0. Motion carried.

Introduction of Guests and Public Comment

Guests attending the regular meeting included: Jordan Spence, The Alpena News; Ben Stevens, WATZ; Kathy Marsh, ACC administration; Kendall Sumerix, ACC faculty; Jess Ruppert, ACC staff; Bob Newton, ACC administration; Rachel Chroninger, ACC student; Olivia Cordes, ACC student; Madisen Voorhees, ACC student; Christopher Hogg, ACC student; and Adam Neveu, ACC student.

Communication(s)

None.

Board Member and Subcommittee Reports

Trustee Duncan reported on the January 26, 2017, ACC Foundation board meeting.

- An annual fundraising report was distributed which showed the Foundation had a phenomenal year for fundraising, due in part to the success of the year-end appeal and several substantial gifts.
- The Foundation trustees ~~wanted President MacMaster to know they were in favor of hiring an alumni fundraising person~~ implored the ACC Board of Trustees to authorize hiring a full time alumni relations and fundraising person.

Student Report

The Student Report and the Faculty Report were combined by Instructor Kendall Sumerix and students Adam Neveu, Olivia Cordes, Rachel Chroninger, Christopher Hogg, and Madisen Voohees.

Faculty Report

See Student Report.

President's Report

Following is the President's Report as it was distributed.

President's Report to the Board of Trustees
February 15, 2017

Spring 2017 Enrollment

Spring Semester 2017 enrollment up 3.7 percent in credit hours and 30.3 percent in headcount. The driver of this dramatic enrollment increase is 512 new Career and Technical Education (CTE) K-12 students enrolled in a one-credit Job Search Strategies course taught at Alpena Public Schools, Alcona Public Schools, and the Iosco Regional Service Agency (IRESA) in Tawas. Known as direct credit or concurrent enrollment, this one-credit course, taught by K-12 staff who meet ACC instructor qualifications requirements, will result in regional K-12 CTE students earning one credit toward an ACC certificate or degree upon completion of their semester coursework. There were six main reasons ACC chose to participate with local K-12s in this direct credit partnership:

- Strengthen the already strong relationship between ACC and regional K-12s
- Assist K-12 CTE providers in accessing additional CTE funding from the State
- Encourage CTE students to consider post-secondary education
- Market ACC as a higher education provider of choice, particularly in Iosco County
- Introduce 512 new students, their parents, and their instructors to ACC
- Help students succeed

Of these 512 students, 322 are from Alpena Public Schools, 60 from Alcona, and 130 are from Iosco County. Without direct credit, credit hour enrollment for Spring Semester 2017 would have been down slightly at .25 percent compared to Spring 2016. Only two Michigan community colleges were up in credit hours for spring semester compared to 2016.

Educational Talent Search

Part of the federal TRIO programs funded by the United States Department of Education, the Talent Search program identifies and assists individuals from disadvantaged backgrounds who have the potential to succeed in higher education. The program provides academic, career, and financial counseling to its participants and encourages them to graduate from high school and continue on to and complete their postsecondary education. The program publicizes the availability of financial aid and assists participants with the postsecondary application process. The goal of Talent Search is to increase the number of youth from disadvantaged backgrounds who complete high school and enroll in and complete their postsecondary education.

ACC has been fortunate to operate a Talent Search program since 1980. Under Talent Search Director Bob Newton, the program has thrived in many ways, including adding a second Talent Search grant serving schools in the southern part of the service district in 2011. There are only seven Talent Search grants in Michigan and ACC is the only college with two.

Other notable highlights:

- Talent Search currently enrolls 1,307 students from 16 Northern Michigan school districts.
- Between both grants, Talent Search has a yearly budget of \$577,440, or \$2.87 million over the 5-year funding cycle.
- Seventeen June 2016 Talent Search graduates are attending University of Michigan tuition free through the Michigan Experience Scholarships.

- ACC’s Talent Search program won the Education Opportunity Association’s 2015 National Best Practices Center award for their Academic Improvement Plan and the EOA’s 2016 National Best Practices award for their Peer Coaching Handbook mentoring program.

Talent Search director Bob Newton is here tonight to share his thoughts about the program.

Social Media at ACC

As ACC students continue to spend more time on their phones and on social media, the Office of Public Information has been working to make sure that we are continuing to reach students and potential students in an effective manner. By being strategic about how we use these platforms as marketing tools, we have been able to see growth in the digital interactions between the college and the students. ACC Communications technician Jess Rupert is here tonight to discuss these outreach strategies.

Action Items

2.676 Authorization of Depository Accounts

Trustee Hilberg made the motion and Trustee Duncan seconded the motion which reads as follows:

The Board of Trustees authorizes appropriate College officials to execute all appropriate agreements to continue the existing financial relationships of the College with the following institutions for future relationships over the coming year:

- First Federal of Northern Michigan
- FirstMerit Bank
- Chemical Bank
- PNC Bank

Ayes: 4. Nays: 0. Abstentions: 3 (Gentry, Stender, Townsend). Motion passed.

Information Items

President MacMaster projected ACC will finish the fiscal year with a budget surplus and noted that discussions on what to do with the surplus should happen in the next couple of months.

New hires, terminations, and status changes between January 11 and February 7, 2017.

New Hires:

N/A.

Resignations:

N/A

Status Changes:

Dana Labar from FT Administrator, Director of Student Support Services, to PT Administrator, Director of CET Grant – effective 1/1/17.

Jim Makowske from PT Administrator, Director of Specialized Training to On-Call Administrator, Director of WCCT – effective 1/1/17.

The Gifts and Grants Report showed 28 donors gave \$20,532 in pledges and gifts between January 10 and February 7, 2017.

Board Discussion

Chairman Briggs noted the cancellation of the suggested February board retreat. The trustees discussed other ways to identify and examine pertinent issues. It was agreed that the trustees could meet for workshop sessions one hour prior to the regular board meetings for the next couple of months. The first workshop session will be on March 15, 2017, beginning at 6 p.m., focusing on the upcoming accreditation review and the roles the trustees will play.

Trustee Hilberg asked about the process for replacing Vice President of Instruction Kathy Marsh. President MacMaster noted that applications have been solicited and 53 were received. The hiring committee meets on Friday, February 17, to begin reviewing candidates.

New Business

None.

Suggested Future Agenda Items

None.

Next Regular Meeting

The next regularly scheduled Board of Trustees meeting is at 7:00 p.m. on Wednesday, March 15, 2017, in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center, 665 Johnson Street, Alpena, MI 49707. There will be a workshop session at 6 p.m. to discuss the 2017 accreditation process.

Adjournment

The regular meeting was adjourned at 8:38 p.m.

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