

Official Proceedings of the
Alpena Community College Board of Trustees Meeting
March 14, 2012, 7 p.m.
Roger C. Bauer Board Room
Charles R. Donnelly Natural Resources Center
Alpena, MI 49707

The Alpena Community College Board of Trustees met for its regular monthly meeting on Thursday, March 14, 2012, in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center.

Present: John Briggs, Teresa Duncan, Marc Ferguson, Joseph Gentry II, Lisa Hilberg, Florence Stibitz, and Thomas Townsend.

Absent: None

Seated at the Board Table: President Olin Joynton and Board Secretary Jay Walterreit

Chair John Briggs called the meeting to order at 7:00 p.m. and led the recitation of the Pledge of Allegiance.

Approval of Agenda

Moved by Trustee Townsend that the agenda be approved with the addition of a resolution of congratulations for ACC students who received All-Michigan Academic Team recognition. Seconded by Trustee Hilberg. Ayes: 7. Nays: 0. Motion carried.

Approval of Minutes from the February 16, 2012, ACC Board of Trustees Meeting

Trustee Briggs moved to accept the amended minutes from the February 16, 2012, regular Board of Trustees meeting. Ayes: 7. Nays: 0. Motion carried.

Introduction of Guests and Public Comment

Guests in attendance included: Emily Siegmon, Alpena News; Jaime Adams, WATZ News; Penny Boldrey, ACC; Dr. Mark Curtis, ACC; Nancy Seguin, ACC; Kim Salziger, ACC; Dara Indish, ACC; Jenine Repke, ACC; Nathaniel Salziger, ACC; Kevin Sylvester, ACC; Annette Carlson; Julia Lewandowski, ACC student; Rachel Carlson, ACC student; Emily Howard, ACC student.

Communication(s)

None.

Board Member and Subcommittee Reports

Trustee Hilberg opened the topic of the K-12 Collaboration Committee; the College has been communicating with Alpena Public Schools and there is a direct credit meeting scheduled in April.

Faculty Report

ACC Instructor Kim Salziger showed a PowerPoint presentation focusing on the Medical Assistant program. Jenine Repke and Dara Indish also provided commentary.

Student Report

ACC students Julia Lewandowski and Rachel Carlson listed upcoming Student Leadership Commission events including more free ice skating at Northern Lights Arena and an April talent show to raise money for Relay for Life.

President's Report

The President's Report follows as it was presented.

President's Report to ACC Board of Trustees
March 14, 2012

1. ACC Members of the All-Michigan Academic Team

Yesterday in Lansing, along with their counterparts at other community colleges in the state, Rachel Carlson and Emily Howard received recognition for their membership in this year's All-Michigan Academic Team. The bestowal of these honors is jointly administered by the Michigan Community College Association and Phi Theta Kappa, the national community college honor society. Rachel and Emily were joined during the luncheon and ceremony by members of their families, Instructor and PTK Sponsor Josephine Bitler, Associate Vice President Nancy Seguin, Representative Peter Pettalia, and me. They are here this evening to be greeted by the Trustees and receive local recognition.

Rachel Carlson is the daughter of Eric and Annette Carlson and the oldest of four children. She graduated from Alpena High School in June 2010, completed her Associate in Arts degree from Alpena Community College in December 2011, and has maintained a 4.0 grade point average through high school and college. Rachel is involved in her community as a coach for Girls on the Run (a mentoring program for young girls 8-14 to build their confidence and a positive self-image). During June she volunteers as a counselor at a local Muscular Dystrophy Association Camp – a program close to her heart as her brother is affected with Duchene's muscular dystrophy. Currently, Rachel is chairing a committee at ACC, "Curtain Call on Cancer," to raise funds for an ACC Relay for Life Team.

While at ACC Rachel participated in the Student Leadership Commission, served as vice president of Phi Theta Kappa, attended the 2011 Young Women, Strong Leaders Conference, and was involved in Hoops for Hope basketball game (a program to raise awareness and funds for mammograms for women with breast cancer). In addition to school activities, she is employed at the Courtyard restaurant and lounge.

Rachel will continue her education at Central Michigan University to pursue a degree in elementary education, with a reading minor, with the goal of becoming a special education teacher.

Emily Howard was born in Alpena and raised on a farm in Herron, Michigan. She is the oldest of four children of Cassey and Tricia Udell. She was among the top 10 of her 2010 graduating class from Alpena High School with a 4.0 grade point average. During high school, Emily took many advanced placement classes, as well as being dual enrolled at Alpena Community College. In addition, she participated in the National Honor Society, Alpena FFA, 4-H, and she worked on the family's hobby farm.

While at ACC, Emily has been an active member of PTK, currently serving as president, and she also serves as vice president of Sigma Zeta, the math and science honor society. She was a student speaker at the ACC Foundation 2011 Scholarship Reception and has volunteered to make "thank you" calls to Foundation donors. Over the past two years, in addition to attending classes and participating in college activities, Emily has worked at the Alpena County Library as a page and coordinator for the library's teen program.

Emily currently carries a 4.0 GPA and following graduation will continue her education at Central Michigan University to pursue a degree in secondary education with the goal of becoming a high school math teacher.

2. 2010-11 Activities Classification Structure Data Book

This year's ACS report comes from the Workforce Development Agency of the Michigan Department of Education, a change from previous years, when the report was produced by the now-defunct Department of Energy, Labor, and Economic Growth. The report reveals many points of comparison among Michigan community colleges that help us derive benchmarks for our own performance. Some of the comparisons involve grouping of colleges by size, so that the unique features of small colleges like ACC (Group 1) are placed in the proper perspective.

Topic	ACC	Group 1	All
Change in taxable value of district property	-1.8%	-1.5% (average)	-5.5% (average)
Expenditures per full-year equated student	\$9,963	\$9,046 (average)	\$8,478 (average)
Unduplicated student headcount	2,678	3,765 (average)	485,005 (total)
In-district tuition per contact/credit hour	\$99.00	\$88.68 (average)	\$85.91 (average)
Operating revenue from tuition & fees	42%	44% (average)	44% (average)
Operating revenue from property tax	18%	28% (average)	34% (average)
Operating revenue from state aid	35%	25% (average)	19% (average)
Operating expense on instruction	54%	45% (average)	46% (average)
Operating expense on Instructional support*	9%	12% (average)	13% (average)
Operating expense on student services	11%	13% (average)	13% (average)
Operating expense on administration	15%	17% (average)	15% (average)
Operating expense on physical plant	11%	12% (average)	12% (average)
Operating expense on salary & fringe	83%	76% (average)	78% (average)
Physical plant cost per square foot	\$3.03	\$4.72 (average)	\$6.10 (average)
Energy cost per cubic foot	\$0.08	\$0.12 (average)	\$0.12 (average)

*Some instructional support is also covered in the restricted fund via TRIO grants.

Placed against data from other Group 1 colleges, the ACC data bring to light reasons for both concern and pride. The sources of our serious budget work ahead begin with how we spend 10% more per student than our peers. They continue with how we charge 12% more in tuition than they do and how our personnel costs are 7 percentage points ahead of theirs. From President Obama to the Occupiers and the state legislators, we are facing unprecedented pressure for cost control – which even in the community college world we ignore at our peril.

We can be justly proud of how much more, proportionally, we direct spending to instruction, which is the reason we are in business. Against conventional wisdom, it's a minor miracle that our 15% of spending on administrative costs matches the average for colleges of all size. And the evidence of shrewd and efficient management of our facilities comes forward again, as it has year after year.

We owe a considerable debt of gratitude to Dick Sutherland, Don MacMaster, Vicky Kropp, Lisa Snyder, and Randy Repke for many hours of organizing systems and inputting data for the ACS reports, as well as a host of others. Like other community colleges, ACC deals with an ever-increasing burden of reporting requirements, never funded, of course, by the authorities imposing them on us.



Results of Bachelor Degree Community Interest Survey

As of March 13, 2012

On Tuesday, March 6, we distributed 10,000 print copies of the Bachelor Degree Community Interest Survey in the Alpena News, and delivered print copies to the Alpena Michigan Works! office. Also on Tuesday we began announcing the online version of the survey on the ACC home page and Facebook page. On Wednesday, March 7, a mention of the survey was included in the Alpena Area Chamber of Commerce's electronic newsletter.

As of noon on Tuesday, March 13, we had received 149 responses. A breakdown of all the responses is included. Following are a few relevant points.

Top Five Vote Getters

<u>Rank</u>	<u>Program</u>	<u>University</u>	<u>Rating Average</u>
1.	Health Care Systems Administration	Ferris	4.32
2.	Homeland Security/Criminal Justice	LSSU	3.44
3.	Hotel/Restaurant Management	Northwood	3.32
4.	Electrical Engineering Tech	LSSU	3.30
5.	Biology	Ferris	3.19

Results of "Other" Suggestions

The four main categories suggested were:

- Business/business administration/business management
- Information technology
- Education/teaching
- Nursing

Direct costs of the survey efforts thus far: \$2,419.24 for printing of the survey, and \$400.00 for stuffing into The Alpena News = \$2,819.24.

2.520 Resolution: Community College Month

Trustee Stibitz made the motion for the Board of Trustees to designate April as “Community College Month” and direct appropriate College officials to bring the unique contributions of Alpena Community College to the attention of public policymakers and the general public. Trustee Duncan seconded the motion. Ayes: 7. Nays: 0. Motion passes.

2.521 Resolutions of Congratulations for Rachel F. Carlson and Emily M. Howard

Trustee Stibitz made the motion that the Board of Trustees unanimously extend its sincerest congratulations to Rachel F. Carlson and Emily M. Howard for their numerous contributions to increasing the quality of life at the College and for their outstanding scholarly accomplishments throughout their enrollment at ACC. Trustee Townsend seconded the motion. Ayes: 7. Nays: 0. Motion passed.



3.723 Financial Report

Dr. Joynton reviewed the Financial Report with the Board.

3.724 Personnel Report

The Personnel Report noted the following changes:

- Deborah Misiak was hired as ESP 1, part-time ETS Clerical Assistant, effective February 27, 2012.

3.725 Gifts and Grants Report

The Gifts and Grants Report showed 29 donors gave gifts or pledges totaling \$7,768.00 for the time period of February 9 to February 27, 2012.

New Business

None

Suggested Future Agenda Items

Chairman Briggs asked the Trustees to consider topics for a board retreat in April. It was also suggested the meeting could be held at the Huron Shores Campus in Oscoda.

Next Regular Meeting

April 19, 2012, 7 p.m.

Adjournment

The meeting was adjourned at 7:58 p.m.

Jay Walterreit
Secretary of the Board of Trustees