

Official Proceedings of the  
Alpena Community College Board of Trustees Meeting  
August 16, 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, August 16, 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, Joe 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. Seconded by Trustee Hilberg. Ayes: 7. Nays: 0. Motion carried.

Approval of Minutes from the June 21, 2012, Board of Trustees Workshop Meeting

Trustee Duncan moved to accept the amended minutes from the June 21, 2012, ACC Board of Trustees meeting; Trustee Townsend seconded the motion. Ayes: 7. Nays: 0. Motion carried.

Introduction of Guests and Public Comment

Guests in attendance included: Emily Siegmon, Alpena News; Jaime Adams, WATZ News; Nancy Seguin, ACC administration; Dick Sutherland, ACC administrator; Roy Smith, ACC faculty; Audrey Julian, ACC faculty; Bonnie Urlaub, retired ACC faculty; Margaret Ricker, ACC faculty; Kevin Sylvester, ACC faculty; Jackie Krawczak; Jeff Blumenthal, ACC administration; Wendy Brooks, ACC administration; Betsy Silver, ACC staff; Bruce Frost.

During the public comment section of the meeting, Bonnie Urlaub shared her thoughts about the elimination of the general fund counselor position in the FY13 budget.

#### Communication(s)

Dr. Joynton distributed postcard invitations addressed to trustees for a reception to be held by an Alpena resident to benefit selected non-profit organizations.

#### Board Member and Subcommittee Reports

Trustees Gentry and Hilberg attended the recent MCCA directors meeting in Traverse City and shared their written notes with the other trustees. Trustee Gentry noted that speakers talked about issues facing community colleges and focused on the use of technology. Trustee Hilberg singled out online textbooks and 3-D printing as interesting new technologies.

#### Faculty Report

None.

#### Student Report

None.

#### President's Report

The written President's Report follows as it was distributed.

President's Report to ACC Board of Trustees

August 16, 2012

##### 1. Sustainability Champion Report

This evening Dean Don MacMaster, one of two designated ACC sustainability champions, has brought us Bruce Frost (BS, BA, MBA, NAHB and State of Michigan PA 54 certifications), who has worked for ACC over the past four years as an adjunct instructor to develop and deliver the required 60-hour non-credit residential builders pre-licensing course in both on-ground and online formats to more than 60 individuals.

Mr. Frost has also taught at Central Michigan University for over 25 years, where he was named the National Outstanding Educator of the Year for all university construction programs by the National Association of Homebuilders. He is recognized as a national leader in teaching on green building and sustainability topics and has been awarded the CMU Teaching Excellence Award and the State of Michigan Campus Compact Award for Service Learning.

Most recently as part of ACC's work to implement training under ACC's Department of Labor TAACCCT grant, Mr. Frost has developed a credit course called Green Building and Sustainability (CST 201) to be offered in the coming fall semester and taught by him. Topics will include the history of green building, the process of green building design and certification, energy efficiency, resource efficiency, environmental stewardship, and home owner education and maintenance programs for a sustainable future.

CST 201 students will understand the National Association of Homebuilders (NAHB) Model Green Home Building Guidelines and how to apply the guidelines to residential building projects. In addition, students will learn how to develop a site plan and building plan following green building guidelines and understand how a checklist for green building is initiated, verified during the construction process, and certified at the completion of the building process.

The course also covers the current International Energy Conservation Code, state and national green certification programs, and components of the LEED (Leadership in Energy and Environmental Design), BPI (Building Performance Institute), Energy Star, and HERS (Household Energy Rating System) programs.

## 2. Redesign of Website

It is well known in the field of media design that websites grow stale in appearance after a couple of years and require makeovers to continue attracting users and represent organizations in the best possible way. On top of continually updating content and managing software behind the interface, ACC staff members Betsy Silver, Jeff Blumenthal, and Jay Walterreit have worked on redesigning the ACC website for the past four months. They have been assisted in the process with consulting services from Revize Software Systems LLC, and they are present this evening for a demonstration of the new look and organization of the ACC website – our primary way of interacting with current and prospective students, community members, current and prospective employees, and constituents of all kinds.

## 3. SkyWest Airlines Service

We are also pleased to welcome Alpena Area Chamber of Commerce Executive Director Jackie Krawczak to report on the successful project of recruiting SkyWest Airlines for service to Alpena County Regional Airport project and to thank ACC for a letter of support for the SkyWest proposal. The new service starts on September 5,

2012, and booking of SkyWest flights may now be accomplished via Delta Airlines ([www.delta.com](http://www.delta.com)).

It took a year of dedicated work on the part of a committee led by Jackie and City of Alpena Mayor Matt Waligora to reach the goal of selection of SkyWest by the US Department of Transportation in June. Other members of the committee were Target Alpena Executive Director Jim Klarich, Alpena County Commissioners Cam Habermehl and Tom Mullaney, Airport Manager Billi McRoberts, and Brad Shriner, owner of Michigan Flight Training LLC. The committee is still working on pricing, scheduling and marketing.

Jackie is here as well to ask ACC Trustees and guests attending the Board meeting to use the new service whenever possible and encourage its use with others. With strong support from a regional customer base, SkyWest will contribute an essential part of our transportation infrastructure for years to come – and we will be spared the challenges of finding yet another carrier.

#### 4. Library Annual Report

Finally, Dean Wendy Brooks will come forward to present highlights of the latest annual report for the Stephen H. Fletcher Library and Learning Resources Center under her care. The ACC Library has a distinguished history of tracking data and administering surveys in order to address issues and make continuous improvements. This year is no exception, as she and her staff exemplify how strategic planning and execution can be performed reliably with a solid base of information and skillful interpretation of data.

### Action Items

#### 2.532 **Best Practices Resolution**

Trustee Stibitz made the motion and Trustee Gentry seconded the motion that reads as follows:

That the Alpena Community College Board of Trustees certifies that the College does meet the best practice standards required for state appropriations under Michigan Public Act 201 of 2012.

Ayes: 7. Nays: 0. Motion passes.

### 2.533 **HUSH Campus Facilities Upgrades**

Trustee Townsend made the motion and Trustee Gentry seconded the motion that reads as follows:

That the Alpena Community College Board of Trustees authorizes ACC staff members to proceed with the renovations to the HUSH Campus as described on the attached plan with the proviso of adherence to all the usual bidding procedures.

Ayes: 7. Nays: 0. Motion passes.

### 2.534 **Concrete Technology Curriculum**

Trustee Stibitz made the motion and Trustee Hilberg seconded the motion that reads as follows:

That the Alpena Community College Board of Trustees authorizes ACC staff members to proceed with the purchase of concrete technology curriculum as described above from the American Concrete Institute at a cost not to exceed \$54,000 and to be paid for with funding from the TAACCCT grant.

Ayes: 7. Nays: 0. Motion passes.

### Information Items

#### 3.735 Financial Report

Dr. Joynton reviewed the Financial Report with the Board.

#### 3.736 Personnel Report

##### Terminations:

Christie Schultz, Clerical Assistant, Registrar's Office, 7/20/12

Phyllis Tippman, Assistant to the Director of Admission, 8/1/12 (Retired)

Monica Bushey, Counselor SSS/Perkins, 8/1/12 (Retired)

#### 3.737 Gifts and Grants Report

The Gifts and Grants Report showed 223 donors gave gifts or pledges totaling \$110,476.98 for the time period of June 7, 2012, to August 7, 2012.

New Business

None.

Suggested Future Agenda Items

None.

Next Regular Meeting

September 20, 2012, 7 p.m.

Adjournment

The meeting was adjourned at 8:30 p.m.

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