

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

March 19, 2015

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

The Alpena Community College Board of Trustees met for its regular monthly meeting on Thursday, March 19, 2015, in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center.

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

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

At 7:03 p.m. Chairman Briggs convened the regular meeting and led the Pledge of Allegiance.

**Approval of Agenda**

Moved by Trustee Townsend that the agenda be approved; seconded by Trustee Duncan. Ayes: 6. Nays: 0. Motion carried.

**Approval of Minutes from the February 15, 2015, Regular Board of Trustees Meeting**

Trustee Gentry moved to accept the draft minutes from the February 15, 2015, regular ACC Board of Trustees meeting; Trustee Townsend seconded the motion. Ayes: 6. Nays: 0. Motion carried.

**Introduction of Guests and Public Comment**

Guests attending the workshop and regular meeting included: April Barth, WATZ News; Nicole Grulke, Alpena News; Lynzi DeLuccia, WBKB; Don MacMaster, ACC administrator; Nancy Seguin, ACC administrator, David Cummins, ACC faculty; R.C. Laugal, ACC faculty; Alec Firak, ACC student; Ethan Crowell, ACC student; LeAnn White, ACC student; Dick Sutherland, ACC administration; Mark Jacobs, ACC cross country coach; Karen Bennett, ACC legal counsel; and Dawn Stone, ACC staff.

**Communication(s)**

Chairman Briggs read a note from former trustee Dr. Lee Britton which thanked the Board for inviting him to the public forum for Don MacMaster and expressed support for hiring MacMaster as ACC's next president.

**Board Member and Subcommittee Reports**

Trustee Hilberg shared details of the retirement party being planned for Dr. Joynton. It will be held at the Alpena Yacht Club on June 25 starting at 4:30 p.m., with a program to start at 5:00 p.m.

## **Faculty Report**

Instructor David Cummins noted a recent ROV workshop for 175 Oscoda sixth and seventh graders; this was the second time the hands-on workshop was presented. Students were able to build an ROV and then put it in the water. Cummins also noted his work with Kathy Marsh to revamp the CADD program; it will now be called Mechanical Design Technology and will feature coursework which will enable students to get local jobs or transfer to Ferris State University to work toward a design bachelor's degree. Cummins also noted a joint Grand Valley State University/ACC Marine Tech class held last summer in which students from each school took classes about the same boat in Alpena.

## **Student Report**

Dr. Joynton noted that LeAnn White and Brennan Casler will be honored as ACC's PTK All-Michigan Academic Team members at an upcoming ceremony in Lansing.

## **President's Report**

Following is the President's Report as it was distributed. During the President's report Trustee Stibitz added details concerning the recent Michigan Community College Association Board of Directors meeting hosted by Oakland Community College. Trustee Stibitz also noted the date of the MCCA summer conference, July 21-24, in Traverse City.

President's Report to ACC Board of Trustees  
March 19, 2015

### **1. Academic All-American Award Winners on ACC Cross Country Team**

It's a pleasure to welcome two members of the ACC cross country team, Ethan Crowell and Alec Firack, along with Coach Mark Jacobs. Ethan and Alec are recent recipients of Academic All-American Award sanctioned by the National Junior College Athletic Association for superior academic performance by college athletes.

### **2. MCCA Board of Directors Meeting**

Trustee Stibitz and I represented ACC last week at the Michigan Community College Association Board of Directors meeting hosted by Oakland Community College. Among the highlights were

- Presentation by Michigan Talent Investment Agency Director Stephanie Comai on the new agency created by Governor Snyder to replace the Michigan Economic Development Corporation. The focus is narrowing the skills gaps with community colleges playing a major role. Better labor data on jobs obtained by our graduates in fields they trained in, along with wage rates, will be available in June.
- More discussion on the "guided pathways" topic affecting college advising processes by Davis Jenkins of the Community College Research Center at Columbia University. The main premise is that students need a clearer picture of how to get from A (where they are) to

B (the career they want) – the intermediate points being college. Another premise is that they have too many options and would benefit from more nudging along the way.

- An opportunity to recruit and serve more international students with the assistance of Carol Stax-Brown, a person with many of the right contacts in other countries to make this happen. The MCCA is considering a couple of business models for her services: either a per-college assessment or brokering contracts for colleges who want to work with her. The caveat consists of considerable additional investment by colleges making this a strategic priority.
- Action to support proposed legislation to close a loophole in current law prohibiting concealed weapon permit holders from possessing guns in certain campus locales (classrooms, dormitories, and sports arenas). The loophole does not cover the “open carry” option which is exercised from time to time in public places and which could not clearly be prohibited on campuses.
- An appeal for support of the road funding proposition on the May ballot. Beside improved roads, the gain for community colleges is stronger basis for access to appropriations from the School Aid Fund.

### 3. Educational Talent Search

ETS Director Bob Newton has provided us with flyers on the program’s career pathways night on March 26 in the Granum Theater and the engineering summer camp from July 13 to 15 at ACC and University of Michigan Flint.

ETS continues to demonstrate its effectiveness as shown in the data below.

Topic	2013-14	2012-13
Total Participants	1,333	1,378
Number Receiving Diplomas	358	349
Percentage Receiving Diplomas	100%	99%
Number Attending Post-Secondary Education	311	281
Percentage Attending Post-Secondary Education	87%	81%
Number Attending ACC	71	67
Percentage Attending ACC	23%	24%
Total ACC Credits	883	849
Total ACC Tuition	\$139,462	\$128,799

#### 4. Student Housing Services Upgrade

Dean of Student Services Nancy Seguin has worked with me on improving our assistance to student in need of housing. Among the accomplishments thus far are

- Transfer of housing functions from Financial Aid Office to Admissions Office.
- Conference with Nancy Repke, Werth Development Corporation officer in charge of College Park Apartments, on selecting a mature couple to function as on-site managers.
- Plan to work with her on activities at CPA to encourage respectful and neighborly conduct.
- Acquisition of a list from the City of Alpena of all landlords/ladies with rental properties subject to inspections.
- Preparation of a map for use in locating properties available to students.
- Compilation of data on current students from outside five-county service area (those most in need of housing).

Next steps will be

- Letter from me to selected landlords/ladies with form to be returned on their interest in renting to students.
- Visual inspections of exterior conditions and neighborhood qualities of properties available to students.
- Discussion with landlords/ladies for properties deemed suitable for students.
- Posting of recommended properties on map and preparation of contact information for students to follow up.
- If possible, compilation of data on commuting distances for current students.

#### 5. Business Leaders of Michigan on Higher Education

The Business Leaders of Michigan organization continues to publish material relevant to its goal of making Michigan one of the top ten states in the US rated by measures of economic viability. Its Michigan Turnaround Plan is found at <http://www.michiganturnaroundplan.com/>. The top ten states for the period 2003-13 are North Dakota, Wyoming, Alaska, Massachusetts, South Dakota, Texas, New York, Iowa, Nebraska, and Connecticut.

The latest BLM publication covers how higher education can move Michigan toward top ten ranking. Its findings most applicable to ACC are

- 70% of Michigan jobs by 2020 will require education beyond high school.
- 37% of Michigan workers now possess education beyond high school.
- Among the states Michigan ranks 31<sup>st</sup> in working age population with an associate's degree or more.
- We rank 26<sup>th</sup> in production of certificates and degrees in technical skill areas.
- In two-year degree production per 100,000 residents, Michigan exceeds the top ten states in the fields of business management, computer technology, health sciences, and protective services.

We are much lower in manufacturing, construction, repair, and transportation (aggregated category).

- Jobs requiring an associate's degree or more are growing twice as fast as those requiring no college experience.
- Public funding of Michigan community colleges is \$6,700 per full-time equated student compared with \$3,600 as the national average.
- However, completion rates (certificate, degree, or university transfer) are 33% *versus* 37% for the national average.
- Only 4.7% of students enrolled in at a Michigan community college will complete a bachelor's degree, compared with 7.1% as the national average.
- Michigan is the only state with no state-mandated higher education governance system. There is no evidence that such systems reduce costs or produce better outcomes. However, the independence of Michigan institutions results in less collaboration, which translates into failure to leverage potential cost savings and qualitative improvements.
- More education is correlated with higher earnings, less unemployment, more health, and greater satisfaction with life.

Its recommendations based on these findings include

- Improve college affordability by increasing appropriations and exploring other funding methods.
- Base all new state funding on performance outcomes. [In Governor Snyder's proposed FY16 budget for community colleges, there is \$4,300,300 equaling 1.3% for performance out of a gross appropriation of \$364,724,900.]
- Hold down costs with alternative delivery methods, more administrative efficiency, and cross-institutional collaboration.
- Support a marketing campaign to grow enrollment.
- Increase use/availability of certificates, transferability of credits, dual credits, internships, career counseling, and completions.
- Track job placement and employer satisfaction with graduates.

## **Action Items**

### 2.619 Chief Financial Officer Access to Board of Trustees Policy (Second Reading)

Trustee Townsend made the motion and Trustee Stibitz seconded the motion which reads as follows:

The Alpena Community College Board of Trustees approves on second reading the following policy addition to the ACC Policies & Procedures Manual:

#### **1015 Chief Financial Officer Access to the Board of Trustees**

Notwithstanding the unique role for the president of Alpena Community College to communicate with the Board of Trustees on College business, the chief financial officer of the College is specifically required to convey relevant information to the Board in a case where misappropriation of funds by the president is suspected on the basis of

evidence, or where it is suspected on the basis of evidence that the president is suppressing information about misappropriation of funds by any other employee.

Ayes: 6. Nays: 0. Motion passed.

#### 2.620 Approval of Presidential Contract

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

The Alpena Community College Board of Trustees approves the contract that has been prepared for the employment of Dr. Donald C. MacMaster as ACC president starting the first of July 2015.

Chairman Briggs cited details of the contract, which include:

- Three-year contract
- Base yearly salary of \$129,100 with additions of \$6,000 for College-related travel and \$8,000 for meetings and business expenses.
- College credit card.
- Periodic review of expenditures by trustees.
- 30 days of vacation each year.
- A clause which allows either the trustees or MacMaster to break the contract for any reason with six months notice.

Ayes: 6. Nays: 0. Motion passed.

#### 2.621 Choice Act Policy for VA Educational Benefit Recipients (First Reading)

Trustee Townsend made the motion and Trustee Stibitz seconded the motion which reads as follows:

In conformity with the Choice Act, the Alpena Community College Board of Trustees approves on first reading the following policy addition to the Business Services Section of the ACC Policies & Procedures Manual:

##### **5024 In-State Tuition for Veterans Educational Benefit Recipients**

Any individual using educational assistance under either Chapter 30 (Montgomery GI Bill® -- Active Duty Program), Chapter 33 (Post-9/11 GI Bill®) of Title 38, United States Code, and/or the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. §3311(b)(9)) who lives in the State of Michigan while attending Alpena Community College (regardless of his/her formal state of residence) shall be charged no more than in-state tuition.

Ayes: 6. Nays: 0. Motion passed.

## **Information Items**

### 3.812 Financial Report

Dr. Joynton reviewed the Financial Report with the Board.

### 3.823 Personnel Report

New hires, terminations, and status changes for February 2015.

#### New Hires:

None.

#### Terminations:

None.

#### Status Changes:

None.

### 3.824 Gifts and Grants Report

The Gifts and Grants Report showed 40 donors gave gifts or pledges totaling \$15,886 for the time period of February 10, 2015, to March 10, 2015.

## **Board Discussion**

Chairman Briggs mentioned several topics, including:

- At some point the trustees need a workshop to talk about the ACC Mission Statement, Vision, Values, and Goals.
- Trustee Hilberg has suggested a joint workshop with the members of the Strategic Planning and Budgeting Committee to share ideas and align the College's and trustees' vision for the future. Chairman Briggs said the idea had been discussed with Don MacMaster, who suggested a meeting in the fall would be better since SPBC was currently involved in budgeting activities.
- Trustee Hilberg also inquired about hosting a workshop related to enrollment which would include the trustees, ACC staff, and community members. Dr. Joynton commented that the Fall 2015 recruiting season was nearly over and the Enrollment Committee and Director of Admissions Mike Kollien were actively working to enroll students; he also mentioned Director of Public Information Jay Walterreit was finishing an enrollment prediction document. Trustee Briggs wondered if an enrollment-related board workshop could also be held in the fall; Trustee Hilberg noted that a meeting in the fall would be too late to affect enrollment for Fall Semester 2015.

## **New Business**

None.

### **Suggested Future Agenda Items**

President Joynton suggested to the trustees that they consider setting 2015-16 tuition and fees at the April board meeting.

### **Next Regular Meeting**

The next regularly scheduled Board of Trustees meeting will be held on April 16, 2015, at 7 p.m. in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center, 665 Johnson Street, Alpena, MI 49707.

### **Adjournment**

The regular meeting was adjourned at 8:03 p.m.

Jay Walterreit  
Secretary of the Board of Trustees  
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