NOTICE OF CLOSED SESSION AND REGULAR MEETING
ALPENA COMMUNITY COLLEGE BOARD OF TRUSTEES
665 JOHNSON STREET, ALPENA, MICHIGAN, 49707

DATE OF NOTICE: October 14, 2016

The Alpena Community College Board of Trustees will gather at 6:30 p.m. on Wednesday, October 19, 2016, for a closed session to consider the purchase or lease of real property. The regular monthly meeting will start at approximately 7:00 p.m.

Please note: this date is different from what was originally specified in the ACC Board of Trustees 2016 regular meeting calendar.

The meeting will be held in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center, 665 Johnson Street.

Alpena Community College provides access for individuals with disabilities to both the Roger C. Bauer Board Room and the Charles R. Donnelly Natural Resources Center.

All official proceedings and agendas are kept in the Office of the Board of Trustees, 125-C Besser Technical Center, on the Alpena campus, and can be viewed upon request between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday.

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

REGULAR MEETING AGENDA
ALPENA COMMUNITY COLLEGE BOARD OF TRUSTEES
Wednesday, October 19, 2016, 7:00 p.m.
Roger C. Bauer Board Room, Room 400, Charles R. Donnelly Natural Resources Center
665 Johnson Street, Alpena, MI 49707

1) Call to Order
2) Pledge of Allegiance
3) Approval of Agenda
4) Approval of the Minutes from the September 14, 2016, Regular Meeting
5) Introduction of Guests and Public Comment
6) Communication(s)
7) Board Member and Subcommittee Reports
8) Student Report
9) Faculty Report
10) President's Report
11) Action Items

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13) Board Discussion
14) New Business
15) Suggested Future Agenda Items
16) Next Regular Meeting: November 19, 2016, 7:00 p.m.
17) Adjournment

2.663 Resolution of Appreciation for Rep. Peter A. Pettalia, Sr.

The Alpena Community College Board of Trustees is saddened by the loss of Rep. Peter A. Pettalia, Sr. on September 12, 2016. Pettalia was born in 1955, was married to Karen and had two grown children. A resident of Presque Isle Township since 1977, Pettalia was an avid sportsman who supported outdoor recreation.

WHEREAS Peter Pettalia worked diligently to increase economic opportunities through his auto repair business, the operation of a seasonal cabin rental business on Grand Lake, and through his membership in the Presque Isle County Economic Development Commission and the Community Development Commission; and

WHEREAS Peter Pettalia worked to better the quality of life in our area through service as Presque Isle Township supervisor for 16 years, as a volunteer firefighter for the East Grand Lake Fire Department for 15 years, as vice-chair for the State Park Advisory Board for Negwegon, Rockport and Thompson Harbor State Parks; and as a member of the Presque Isle Museum Society, the Alpena Area Convention & Visitors Bureau and the Alpena Downtown Development Authority; and

WHEREAS Peter Pettalia was elected in November 2010 to his first term in the Michigan House as the 106th District representative serving the residents of Alpena, Presque Isle, Alcona, and Iosco counties, as well as part of Cheboygan County including the townships of Aloha, Benton, Burt, Ellis, Forest, Grant, Inverness, Mentor, Mullett, Nunda, Walker, Waverly and Wilmot. He was re-elected to a third term for the 2015-16 Michigan Legislature; and

WHEREAS Peter Pettalia's service as chair of the House Committee on Transportation and Infrastructure, vice chair of the Financial Services Committee, and as a member of the Committee on Energy Policy and the Committee on Tourism and Outdoor Recreation brought positive attention and resources to Northern Michigan.

Therefore, the following resolution is proposed:

The Board of Trustees of Alpena Community College publicly expresses its sincerest condolences to the family of Peter Pettalia, Sr. for their loss, and acknowledge his positive efforts on behalf of ACC and Northern Michigan.

2.664 Fiscal Year 2016 Audit Report

Audits of the financial activities of Alpena Community College are guided by Michigan law and the generally accepted standards of accounting practices adopted by the Government Accounting Standards Board (G.A.S.B.).

Michigan law, under section 389.143 of Chapter 11 of the Michigan Community College Act governing Michigan community colleges, states, "The Board of Trustees shall provide for a system of accounting meeting the approval of the State Board of Education. All accounts shall be filed as required by the State Board of Education, and shall be available at all reasonable times for public inspection as a condition of receiving any state aid for the subsequent fiscal year." The "system of accounting" authorized by the State Board must meet the standards established by G.A.S.B.

The result of the above conditions for conducting the audit is that the firm of Straley Lamp & Kraenzlein P.C., certified public accountants, has completed the audit of all College financial resources for the year ending June 30, 2016. In addition, College staff has analyzed these documents in the context of historical financial circumstances of the institution. A consolidated document detailing both of these analyses recognizes the strong record for internal fiscal accountability that exists at the College, along with an ongoing responsiveness to those issues that would improve financial accounting practices.

As a result of these combined efforts to assure prudent management of all College resources, the audit report states:

"In our opinion, the basic financial statements referred to above present fairly, in all material respects, the financial position of Alpena Community College and its discretely presented component unit as of June 30, 2016 and 2015, and the changes in its financial position and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America."

Therefore, the following resolution is proposed:

The Board of Trustees accepts the financial report and approves the fiscal year 2016 audit as submitted by Straley Lamp & Kraenzlein P.C., and commends all parties for their dialogue and exactness in assuring the audit has been produced in full compliance with state law and the new principles of accounting as adopted by G.A.S.B. It is further noted that appropriate officials at the College are directed to communicate the results of this important process to all interested parties.

2.665 Local Strategic Value Resolution

On Monday, June 27, 2016, Michigan Governor Rick Snyder signed a budget into law that provides $16.1 billion in funding for K-12 schools, community colleges and state universities. The bill includes an appropriation for Alpena Community College of $5,544,700.00, $5,464,400.00 for operations and $80,300.00 for performance funding.

The performance funding is based on "local strategic value," which is defined in terms of three categories as shown below. Each category covers five standards of local strategic value. The law requires the ACC Board of Trustees to pass a resolution certifying that the college meets at least four out of five of the best practice standards under each of the three categories.

Alpena Community College not only meets but also exceeds the best practice standards required by the appropriations law, as the following table demonstrates.

Best Practices by Category	Examples of Adherence
Category A: Economic Development and Business or Industry Partnerships (must meet 4 of 5)	
(i) The community college has active partnerships with local employers including hospitals and health care providers.	The College maintains active partnerships with employers, including local hospitals and health care providers in the following ways: • The Health care sector through clinical partnerships with MidMichigan Medical Center - Alpena. • Advisory committees with more than a dozen occupational programs, including Nursing and Allied Health. • A partnership with UM-Flint to offer a BSN in Alpena. • Customized, contract, safety or grant-funded technical training offered to more than 25 employers and 750 trainees over the past 12 months.
(ii) The community college provides customized on-site training for area companies, employees, or both.	The College provides on-site customized training for area companies and employees. Recent examples include Solidworks CAD software for Besser Company design engineers. Composites training in the aerospace sector for Phoenix Composites, and MIOSHA fall protection safety training for DeVere Construction. The College has been awarded more than $5.3 million in TAACCCT funding for technical skills training from the U.S. Department of Labor over the past 4 years.
(iii) The community college supports entrepreneurship through a small business assistance center or other training or	ACC hosts the Small Business Technology Development Center for the Region 3 prosperity zone. The purpose of the SBTDC is to provide

Best Practices by Category	Examples of Adherence
consulting activities targeted toward small businesses.	consulting services in support of small business startups. The College has hosted the Center for the last 16 years.
(iv) The community college supports technological advancement through industry partnerships, incubation activities, or operation of a Michigan technical education center or other advanced technology center.	The College supports technological advancement through industry partnerships and advanced technology centers with the following examples: • The concrete industry through its World Center for Concrete Technology. • The utilities sector through its Electrical Power Technology Center. • The robotics industry through its unique AAS in Marine Technology program, which teaches graduates how to build, operate, and troubleshoot underwater submersibles, more widely known as Remotely Operated Vehicles, or ROVs.
(v) The community college has active partnerships with local or regional workforce and economic development agencies.	The College maintains active partnerships with local workforce and economic development agencies in the following ways: • The College president is a member of Target Alpena, the regional economic development board. • College staff is active in the U.S. 23 Heritage Trail project, an initiative to market the entire NE Michigan shoreline as a destination region. • The College VP for Instruction is a member of region's Education Advisory Group. • ACC maintains contractual partnerships with Michigan Works!, NE Consortium, and Region 7B, the two workforce development boards serving NE Michigan.
Category B: Educational Partnerships (must meet 4 of 5)	
(i) The community college has active partnerships with regional high schools, intermediate school districts, and career-tech centers to provide instruction through dual enrollment, concurrent enrollment, direct credit, middle college, or academy programs.	The College offers dual enrollment opportunities to K-12s across NE Michigan. In fall 2016, 27.9% of total headcount derived from dual enrollment or middle college partnerships with regional K-12s.
(ii) The community college hosts, sponsors, or participates in enrichment programs for area K-12 students, such as college days, summer or after-school programming, or science Olympiad.	ACC hosts and sponsors enrichment programs for area K-12 students, including the regional Science Olympiad competition, College Open Houses, and campus visits for area K-12s during both fall and spring semesters. A highly successful Innovation Conference representing collaboration between

Best Practices by Category	Examples of Adherence
	ACC, the local Intermediate School District, and local K-12 teachers was held at ACC in Summer 2016, drawing instructors from throughout the region to share best practices using technology in the classroom.
(iii) The community college provides, supports, or participates in programming to promote successful transitions to college for traditional age students, including grant programs such as talent search, upward bound, or other activities to promote college readiness in area high schools and community centers.	The College operates an Education Talent Search TRIO program designed to promote college readiness in area high schools. The College also manages a Student Support Services TRIO grant designed to promote successful transition to College for low-income traditional aged students.
(iv) The community college provides, supports, or participates in programming to promote successful transitions to college for new or reentering adult students, such as adult basic education, GED preparation and testing, or recruiting, advising, or orientation activities specific to adults.	The College offers a full range of support services for adult students, including career advising, placement testing, advising, career outreach counseling, financial management workshops, and mandatory orientation. The College has been designated by the VA as a Veteran's friendly institution.
(v) The community college has active partnerships with regional 4-year colleges and universities to promote successful transfer, such as articulation, 2+2, or reverse transfer agreements or operation of a university center.	The College maintains active partnerships with four-year universities through an active University Center in which 3+1 and 2+2 articulations with Northwood University, Ferris State University, and UM-Flint are offered.
Category C: Community Services (must meet 4 of 5)	
(i) The community college provides continuing education programming for leisure, wellness, personal enrichment, or professional development.	The College provides continuing education programming and leisure, wellness, personal enrichment, and professional development through the Volunteer Center. Approximately 100 continuing education events per year are provided as community service through the efforts of Volunteer Center staff.
(ii) The community college operates or sponsors opportunities for community members to engage in activities that promote leisure, wellness, cultural or personal enrichment such as community sports teams, theater or musical ensembles, or artist guilds.	The Association of Lifelong Learners (ALL) group at ACC offers lectures, seminars, and other cultural events primarily geared to plus-50 learners. With 300 active members, the ALL group is one of the region's most vibrant intellectual forces.
(iii) The community college operates public facilities to promote cultural, educational, or personal enrichment for community members, such as libraries, computer labs,	ACC operates the Stephen H. Fletcher Library, the Robert Granum Theatre, six computer labs, and maintains a close partnership with the Jesse Besser Museum located next to ACC's main campus to

Best Practices by Category	Examples of Adherence
performing arts centers, museums, art galleries, or television or radio stations.	promote cultural enrichment for community members.
(iv) The community college operates public facilities to promote leisure or wellness activities for community members, including gymnasiums, athletic fields, tennis courts, fitness centers, hiking or biking trails, or natural areas.	ACC operates the Frederick T. Johnston Wellness Center, Park Arena, and jogging trails to support leisure and wellness activities for the community.
(v) The community college promotes, sponsors, or hosts community service activities for students, staff, or community members.	The College promotes wellness activities among staff and the community through friendly competitions which encourage staff to monitor their total number of steps per day as part of an overall health awareness initiative. Community members use College facilities for a number of wellness purposes, including cardiac rehab. Open gym hours encourage young people to stay active through basketball and volleyball. Intramural sports engage students to participate and stay fit. Breast Cancer awareness games are highlights of the men and women's basketball season.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees certifies that the College does meet the local strategic value standards required for state appropriations.

2.666 Capital Outlay/Campus Master Plan Submission

On an annual basis the College is required to submit a five-year master plan for capital outlay in order to be eligible for a 50% match from the State of Michigan for capital improvements on campus. College officials have prepared a project proposal that will have the effect of repurposing spaces on campus in keeping with State of Michigan statutory criteria used to evaluate proposals:

- Investment in existing facilities and infrastructure.
- Life and safety deficiencies.
- Occupancy and utilization of existing facilities.
- Integration of sustainable design to enhance the efficiency and operations of the facility.
- Estimated cost.
- Estimated operating costs.
- Impact on tuition, if any.
- Impact on job creation in this state.
- History of prior appropriations received by the institution through the capital outlay process.

The project proposal recommended by College officials is as follows:

- Center for Health Sciences and Student Success, a proposed $6.7 million project to repurpose Van Lare Hall to house an expanded Nursing program and a Center for Student Success.

Trustees have received electronic copies of the ACC 2018-22 Five-Year Master Plan for Capital Outlay prepared for submission by the October 31 deadline.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees authorizes staff to submit the ACC 2018-22 Five-Year Master Plan for Capital Outlay to the State Budget Office.

2.667 Revision of Policy 4026, Faculty Qualifications Policy — First Reading

Accreditation is an integral part of an educational institution's ability to operate. In addition to assuring the quality of higher education and validating the credits earned through courses, accreditation enables an institution to receive federal financial aid money from students. Without federal financial aid, many students could not afford to attend college and many institutions could not afford to operate.

Alpena Community College is accredited through the Higher Learning Commission (HLC). ACC's accreditation follows a 10-year cycle which is focused on quality assurance and institutional improvement. A variety of efforts are currently underway in preparation for an on-site visit by an HLC peer review team in September 2017.

HLC guidelines for faculty qualifications have changed, and this development will impact ACC's efforts to employ qualified instructors to teach courses. As such, College officials are recommending a change to Policy 4026, Faculty Qualifications Policy, to align with the HLC's new standards for faculty qualifications.

The proposed policy changes are as follows on the next page:

4026 Faculty Qualification Policy — *DRAFT REVISION*

First adopted by the Alpena Community College Board of Trustees on August 20, 1996

The college will continually strive to hire the most qualified individuals available to teach on a full-time or part-time basis. ~~Generally, the minimum educational qualification in the academic disciplines will be a master's degree in the discipline or related area. A minimum of two (2) years full-time work experience is required to teach in an occupational program area.~~

Instructor's teaching courses in a transfer degree or under the Michigan Transfer Agreement must hold a master's degree or higher in the discipline or subfield. If a faculty member holds a master's degree or higher in a discipline or subfield other than that in which he or she is teaching, that faculty member should have completed a minimum of 18 graduate credit hours in the discipline or subfield in which they teach. A tested credential and work experience will be used to determine qualifications for foreign language and American Sign Language instructors.

Instructor's teaching courses in a terminal degree (certificate or associate in applied science) must meet one of the following criteria:

a. *Bachelor's degree in the discipline or subfield. (preferred)*
b. *Associate's degree in the discipline and 5 years of work experience.*
c. *Recognized industry tested credential and 5 years of work experience.*

Issued: ~~August 22, 1997~~ [revised date]

Therefore, the following resolution is proposed:

The ACC Board of Trustees approves the first reading of the proposed changes to Policy 4026, Faculty Qualification Policy.

3.874 Financial Report

Monthly General Fund Revenue and Expense through September 30, 2016 (Year to Year Actual Comparison)

- The property tax receipts of $518,432 were $39,047 less than those for September 2015. This is due to the exempting of the industrial personal property from the City of Alpena tax rolls. These funds should be refunded from the State of Michigan on November 20, 2016.
- Tuition/fee receipts of $3,037,401 are $199,599 more primarily due to the increase in tuition rates and better than anticipated enrollments.
- State aid for the current year is only $18,143 (Renaissance Zone refund) because of the normal start month of October.
- All categories are higher due to the three payrolls processed in September.
- Instruction Support's additional increase is due to timing of expenses and from increased hours for the nursing secretary and the grant technician moved to general fund.
- Student Services rose because of increased promotional expenses and scholarships.
- Institutional Administration increase is attributed to a timing issue with workers compensation payment and lower administrative costs for the development office.
- Physical Plant costs are up because of the timing of purchases and the increased electrical costs from higher use of air conditioning than last year.
- Net income through the first three months of the new fiscal year shows a gain of $144,999 which is typical for this time of year before state funding is received.

Monthly General Fund Revenue and Expense through September 30, 2016 (Budget to Actual Comparison)

- The tuition/fee revenue is ahead of last year's because of the increase in tuition rates for FY 2017 and higher enrollments.
- Salaries and fringe benefits are high due to the three payrolls processed.
- Travel & Mileage is lower due to a higher budget from FY 2016.
- All other categories are in acceptable ranges for this stage of the year.

General Fund Month to Month Comparison through September 2016

- The Month to Month comparisons are tracking as expected.

Consolidated Income Statement through September 30, 2016

- $80,000 of revenues within the restricted fund had not been received.
- All other funds are tracking as expected for this time of year.

Alpena Community College
General Fund
Year to Year Actual Comparison
For the Three Months Ending September 30, 2016

	YTD Actual FY 2017	YTD Actual FY 2016	Variance
Revenue			
Property Tax	518,432	557,479	(39,047)
Tuition/Fees	3,037,401	2,837,802	199,599
Sales, Services, and Rent	15,113	1,488	13,625
State Aid	18,143	0	18,143
Federal	33,200	21,179	12,021
Donations	0	0	0
Interest	78	54	24
Other	1,030	650	380
Revenue	3,623,397	3,418,652	204,745
Expense			
Instruction	1,598,298	1,397,639	200,659
MIS	298,743	266,604	32,139
Instruction Support	304,883	217,695	87,188
Student Services	361,638	292,556	69,082
Institutional Administration	557,344	537,456	19,888
Physical Plant	357,492	303,270	54,222
Transfers	0	0	0
Expenses	3,478,398	3,015,220	463,178
Income	144,999	403,432	(258,433)
Net Assets - Beginning of Year	909,664	817,268	92,396
Net Assets - End of Month	1,054,663	1,220,700	(166,037)

Alpena Community College
Comparative Income Statement
General Fund
For the Three Months Ending September 30, 2016

	FY 2017				FY 2016
	Budget	YTD Actual	Variance	Complete	Complete
Revenue					
Property Tax	2,619,913	518,432	(2,101,481)	19.79%	21.50%
Tuition/Fees	5,528,110	3,037,401	(2,490,709)	54.94%	51.94%
Sales, Services, and Rent	9,000	15,113	6,113	167.92%	12.40%
State Aid	5,561,614	18,143	(5,543,471)	0.33%	0.00%
Federal	109,209	33,200	(76,009)	30.40%	16.66%
Donations	74,350	0	(74,350)	0.00%	0.00%
Interest	2,500	78	(2,422)	3.12%	2.16%
Other	1,200	1,030	(170)	85.83%	1.27%
Revenue	13,905,896	3,623,397	(10,282,499)	26.06%	24.77%
Expense					
Salaries	7,613,259	1,867,047	5,746,212	24.52%	21.01%
Fringe Benefits	3,750,611	919,558	2,831,053	24.52%	21.62%
Outside Services	608,765	268,642	340,123	44.13%	40.91%
Advertising	187,500	72,666	114,834	38.76%	16.35%
Supplies	250,770	40,400	210,370	16.11%	17.36%
Rental	5,500	0	5,500	0.00%	0.00%
Utilities	465,714	58,133	407,581	12.48%	11.15%
Telephone	58,813	13,894	44,919	23.62%	17.99%
Postage	40,000	7,768	32,232	19.42%	14.25%
Insurance	166,400	86,205	80,195	51.81%	56.88%
Travel & Mileage	89,162	13,414	75,748	15.04%	27.13%
Tuition Waivers	218,000	106,521	111,479	48.86%	50.60%
Library Books & Equipment	81,140	14,902	66,238	18.37%	11.13%
Other	140,000	9,250	130,750	6.61%	2.11%
Transfers	230,262	0	230,262	0.00%	0.00%
Expense	13,905,896	3,478,400	10,427,496	25.01%	21.84%
Income	0	144,997			
Net Assets - Beginning of Year	909,664	909,664			
Net Assets - End of Year	909,664	1,054,661			
Percent of Year Complete		16.67%			

Alpena Community College

General Fund Month to Month Tracking

For the Three Months Ending September 30, 2016

	July	August	September	October	November	December	January	February	March	April	May	June	YTD	Budget
Revenue														
Property Tax	91,356	408,041	19,034	0	0	0	0	0	0	0	0	0	518,431	2,619,913
Tuition/Fees	2,672,593	433,838	(69,030)	0	0	0	0	0	0	0	0	0	3,037,401	5,528,110
Sales, Services, and Rent	12,125	213	2,775	0	0	0	0	0	0	0	0	0	15,113	9,000
State Aid	0	0	18,143	0	0	0	0	0	0	0	0	0	18,143	5,561,614
Federal	8,248	6,272	18,679	0	0	0	0	0	0	0	0	0	33,199	109,209
Donations	0	0	0	0	0	0	0	0	0	0	0	0	0	74,350
Interest	0	34	44	0	0	0	0	0	0	0	0	0	78	2,500
Other	5	395	630	0	0	0	0	0	0	0	0	0	1,030	1,200
Revenue	2,784,327	848,793	(9,725)	0	0	0	0	0	0	0	0	0	3,623,395	13,905,896
Expense														
Salaries	517,445	506,835	842,767	0	0	0	0	0	0	0	0	0	1,867,047	7,613,259
Fringe Benefits	284,853	249,906	384,799	0	0	0	0	0	0	0	0	0	919,558	3,750,611
Outside Services	158,104	50,306	60,232	0	0	0	0	0	0	0	0	0	268,642	608,765
Advertising	16,919	18,434	37,313	0	0	0	0	0	0	0	0	0	72,666	187,500
Supplies	4,926	11,540	23,935	0	0	0	0	0	0	0	0	0	40,401	250,770
Rental	0	0	0	0	0	0	0	0	0	0	0	0	0	5,500
Utilities	6,436	22,325	29,371	0	0	0	0	0	0	0	0	0	58,132	465,714
Telephone	4,105	4,659	5,130	0	0	0	0	0	0	0	0	0	13,894	58,813
Postage	0	738	7,031	0	0	0	0	0	0	0	0	0	7,769	40,000
Insurance	55,731	27,865	2,609	0	0	0	0	0	0	0	0	0	86,205	166,400
Travel & Mileage	1,346	6,146	5,921	0	0	0	0	0	0	0	0	0	13,413	89,162
Tuition Waivers	26,774	81,678	(1,931)	0	0	0	0	0	0	0	0	0	106,521	218,000
Library Books & Equipment	4,193	4,494	6,215	0	0	0	0	0	0	0	0	0	14,902	81,140
Other	1,085	5,003	3,162	0	0	0	0	0	0	0	0	0	9,250	140,000
Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0	230,262
Expense	1,081,917	989,929	1,406,554	0	0	0	0	0	0	0	0	0	3,478,400	13,905,896
Income	1,702,410	(141,136)	(1,416,279)	0	0	0	0	0	0	0	0	0	144,995	0

Alpena Community College
Consolidated Income Statement
For the Three Months Ending September 30, 2016

	General	Designated	Auxiliary	Current Unrestricted	Unfunded Pension	Restricted	Loan	Endow. & S'ship	Plant	Agency	Total
Revenue											
Property Tax	518,432	0	0	518,432	0	0	0	0	0	0	518,432
Tuition/Fees	3,037,401	187,086	0	3,224,487	0	(1,572)	0	0	107,778	0	3,330,693
Sales, Services, and Rent	15,113	17,681	513,144	545,938	0	(26,205)	0	0	0	0	519,733
State aid	18,143	0	0	18,143	0	0	0	0	0	0	18,143
Local	0	0	0	0	0	7,250	0	0	0	0	7,250
State	0	0	0	0	0	86,460	0	10,890	0	0	97,350
Federal	33,200	0	0	33,200	0	1,609,941	835,706	0	0	0	2,478,847
Donations	0	1,147	0	1,147	0	1,952	0	65,708	0	3,016	71,823
Interest	78	0	0	78	0	0	0	0	0	0	78
Other	1,030	0	(19,850)	(18,820)	0	0	88,579	0	1,056	8	70,823
Total Revenue	3,623,397	205,914	493,294	4,322,605	0	1,677,826	924,285	76,598	108,834	3,024	7,113,172
Expenditures											
Salaries	1,867,047	43,871	33,972	1,944,890	0	202,348	0	0	0	0	2,147,238
Fringe Benefits	919,558	17,891	15,372	952,821	0	92,946	0	0	0	0	1,045,767
Outside Services	268,642	6,049	4,545	279,236	0	17,344	0	0	2,299	0	298,879
Advertising	72,666	550	0	73,216	0	0	0	0	0	0	73,216
Supplies	40,400	3,243	349,553	393,196	0	52,964	0	0	0	0	446,160
Rental	0	0	0	0	0	0	0	0	0	0	0
Utilities	58,133	994	0	59,127	0	0	0	0	0	0	59,127
Telephone	13,894	0	0	13,894	0	0	0	0	0	0	13,894
Postage	7,768	233	7,978	15,979	0	0	0	0	0	0	15,979
Insurance	86,205	23,358	0	109,563	0	0	0	0	0	0	109,563
Travel & Mileage	13,414	4,267	1,253	18,934	0	4,965	0	0	0	0	23,899
Tuition Waivers/Payments	106,521	2,775	700	109,996	0	1,297,301	924,285	63,348	0	0	2,394,930
Library Books & Equipment	14,902	47,382	0	62,284	0	101,647	0	0	33,876	0	197,807
Other	9,250	643	157	10,050	0	91	0	0	14,024	1,520	25,685
Transfers	0	0	0	0	0	0	0	0	0	0	0
Total Expenditures	3,478,400	151,256	413,530	4,043,186		1,769,606	924,285	63,348	50,199	1,520	6,852,144
Net Revenue (Expense)	144,997	54,658	79,764	279,419	0	(91,780)	0	13,250	58,635	1,504	261,028
Beginning Year Net Assets	909,664	430	73,578	983,672	(19,343,390)	36,655	4,244	14,730	17,916,298	0	(387,791)
Period Ending Net Assets	1,054,661	55,088	153,342	1,263,091	(19,343,390)	(55,125)	4,244	27,980	17,974,933	1,504	(126,763)

3.875 Personnel Report

New hires, terminations, and status changes between September 9 and October 12, 2016.

New Hires:
Tani Briggs-Dekett, PT ESP2, Health Fitness/Activities Technician, 9/3/16.
Brandinn Keetch, PT ESP2, Educational Talent Search Media Tech., 9/12/16.

Resignations:
N/A

Status Changes:
Kristen Schnell, from EPS1 ETS Clerical Assistant to ESP1 Program Assistant TRIO Talent Search, 9/5/16.

3.876 Gifts and Grants Report

This report reflects the following activity for pledges and gifts received by the College and its Foundation between September 7, 2016 and October 11, 2016.

TOTAL GIFTS & PLEDGES: $11,894
TOTAL DONORS: 38