

**Approved Minutes of the
Alpena Community College Board of Trustees Regular Meeting**

October 18, 2017

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

On Wednesday, October 18, 2017, the Alpena Community College Board of Trustees gathered for its regular monthly meeting. The meeting was called to order by Chairman Briggs at 7:00 p.m.

Present: John Briggs, Teresa Duncan, Joseph Gentry II, Lisa Hilberg, Susan Stender, Florence Stibitz, and Tom Townsend. Absent: none.

Seated at the Board Table: President Don MacMaster and Board Secretary Jay Walterreit.

Trustee Stibitz led the Pledge of Allegiance.

Approval of Agenda

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

Approval of Minutes from the September 20, 2017, Regular Board Meeting and the October 9, 2017, Board Retreat

Trustee Stibitz moved to accept the draft minutes from the September 20, 2017, regular board meeting and the October 9, 2017, retreat meeting; Trustee Hilberg seconded the motion. Ayes: 7. Nays: 0. Motion approved.

Introduction of Guests and Public Comment

Guests attending the regular meeting included: Jordan Spence, The Alpena News; Ben Stevens, WATZ; Richard Sutherland, ACC administration; Maritza Lightfoot, ACC student; Alexandriah Nelson, ACC student; Nick Bancroft, ACC faculty; Meghan Cameron, ACC faculty; Phil Straley; and Mark Sandula.

There were no public comments.

Communication(s)

None.

Board Member and Subcommittee Reports

Trustee Townsend noted the Property Subcommittee had met at 5 p.m. that day with ACC staff to discuss a recommendation for an architect to work on the Van Lare Hall renovation project. The subcommittee was satisfied with the results of the evaluation process and suggested a special board meeting to vote on an action item selecting an architect.

The trustees discussed possible dates and times for a special meeting. They agree on Tuesday, October 31, 2017, at 7:30 a.m. in the Board Room, 400 NRC, on the Alpena Campus.

Trustee Stibitz distributed a copy of the club hockey team game schedule and reported the team played their first two games last week; they won one game and lost the second. She noted the presence of a good number of ACC students attending the games and being supportive of the team.

Student Report

Huron Shores Campus students Maritza Lightfood and Alexandriah Nelson listed a number of activities that happened this summer and fall at the HUSH Campus and in Oscoda. They suggested new activities, including hosting another Pizza with the President event. Finally, they noted issues in some classrooms with lights going off unexpectedly.

Faculty Report

Faculty members Nick Bancroft and Meghan Cameron talked about recent efforts related to developmental classes and ways to help students in those classes be more successful. Bancroft gave updated information about his efforts with the Accelerated Learning Program (A.L.P.). Bancroft detailed some non-cognitive obstacles to successful student outcomes and how the small class size for the A.L.P. students helped them overcome personal challenges.

President's Report

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

President's Report to the Board of Trustees
October 18, 2017

Michigan Community College Association Fall Conference

Alpena Community College hosted the Michigan Community College Association fall conference on October 5-6. Attended by 19 presidents, 19 trustees, seven members of the MCCA staff, and all seven ACC trustees, the conference began Thursday with a dinner at Art in the Loft. A highlight of Thursday evening was a presentation by Thunder Bay National Marine Sanctuary Superintendent Jeff Gray, who spoke about the role of TBNMS in the community, its partnership with ACC, and the important

influence Schoolcraft College had on his life and subsequent career. Conference attendees were on campus Friday for meetings and networking. A highlight on Friday was a drone presentation given by TAACCCT Director Dawn Stone, Instructor Brian Dawson, and Videographer Gary Hollingsworth. The drone presentation solidified ACC's status as a statewide and national leader in drone training and education.



(Photo by Gary Hollingsworth)

Lake Superior State University Transfer Data

Lake State University (LSSU) periodically reviews the success of transfer students. In a report sent to ACC by Dr. David Finley, Provost and Vice-President for Academic Affairs, the following 2016-17 transfer report on ACC transfers to LSSU is presented for review.

**Lake Superior State University
Transfer Student Report 2016-17
Enrollment, Retention, GPA, and Degrees Sought**

Alpena Community College

Table 1: LSSU Transfer Student Enrollment, Retention, and GPA DATA - 2016-17				
	Enrolled	Returned		
	Fall 2016	Fall 2017	% Retained	Average GPA
Alpena Community College	8	7	88	3.19
All MI Community Colleges	143	109	76	2.99
LSSU Students (non-transfer)	1590			2.92

Alpena Community College

For transfer students that graduated in the Fall 2016 academic year, we have provided the following information.

Table 1: LSSU Transfer Student Enrollment, Retention, and GPA DATA - 2016-17		
	# Degrees Earned	Average GPA
Alpena Community College	15	3.22
All MI Community Colleges	107	3.17
LSSU Students (non-transfer)	405	3.16

Action Items

2.686 Fiscal Year 2017 Audit Report

The following resolution was proposed by Trustee Stibitz and seconded by Trustee Stender:

The Board of Trustees accepts the financial report and approves the fiscal year 2017 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.

Ayes: 7. Nays: 0. Motion approved.

2.687 Capital Outlay/Campus Master Plan Submission

The following resolution was proposed by Trustee Duncan and seconded by Trustee Hilberg:

The Alpena Community College Board of Trustees authorizes staff to submit the ACC 2019-23 Five-Year Master Plan for Capital Outlay to the State Budget Office.

Ayes: 7. Nays: 0. Motion approved.

2.688 Acceptance of Bid for Bus Transportation

The following resolution was proposed by Trustee Stibitz and seconded by Trustee Hilberg:

The Board of Trustees authorizes appropriate College officials to contract with Coastal Charter and Tours, Inc. to provide bus transportation for the scheduled basketball team travel for the 2017-18 basketball season.

Ayes: 7. Nays: 0. Motion approved.

Information Items

President MacMaster drew attention to the financial report and asked the trustees if they had any questions. Vice President for Administration & Finance Richard Sutherland noted that Fall Semester tuition and fee revenue exceeded budgeted amounts, and the College should know by the November regular board meeting what it will receive in place of personal property taxes from the state.

New hires, terminations, and status changes between September 12 and October 11, 2017.

New Hires:

Amanda Dort, FT ESP 2, Learning Technology Technician, 9/25/17

Resignations:

N/A

Status Changes:

N/A

The Gifts and Grants Report showed 106 donors gave \$88,623 in pledges and gifts between September 12 and October 10, 2017.

Board Discussion

Trustee Stibitz began the discussion on the topic of equity vs. equality by asking a question: How can we help students be successful? She went on to list ways in which students can be engaged with an institution. Finally, she posed the question, “What can we do in policy areas to help students feel like they belong?”

Trustee Townsend noted that the dorms were one way of promoting a community feeling on campus. He also noted the ACC Foundation helps students with scholarships and other financial assistance, which helps students come to college and persist.

Trustee Duncan asked if there was a well-laid-out avenue for students with needs to find assistance on campus. She wondered if the College was lacking in unrestricted funds for student needs like childcare expenses. She noted that expanding campus housing and athletics would be helpful in promoting an enhanced campus life experience.

On the subject of differential tuition for certain programs, Trustee Duncan said she finds it hard to consider charging more based on the earning potential of a program.

Trustee Stender said she believes ACC faculty are good at getting to know their students and their problems. She asked if Student Services has a list of services available and how those services are communicated. Stender agreed that club sports and athletics are good tools to build campus life.

Trustee Gentry noted several issues that were prominent in his mind. The first issue was transportation for students. He wondered if the recently added videoconferencing system could be used to help students take classes without having to drive all the way to Alpena.

The second issue was adequate housing for students. He wondered if housing was available for high-achieving students who preferred quiet living and if area rental units were available to meet student demand. He also asked if the College provided enough information to students to help them find places to live in the area.

The third issue Trustee Gentry raised was daycare. Lack of daycare options, he noted, could be a big impediment to people who have children and wish to attend classes.

Trustee Hilberg noted that a sense of belonging is very important to students. She believes ACC faculty are great and validate every student. One student population the College might look to target is single mothers who wish to go to school but have problems with daycare and other things.

Chairman Briggs stated his belief that the best part of ACC is how the faculty create relationships with the students. He suggested we could develop more resources to which faculty could steer students. One possible solution to help with finances could be a designated fund for unplanned needs. He also wondered if the College could help train more daycare providers.

After the main discussion ended, Trustee Stibitz asked if any of the trustees would like to take on one of the topics they had just discussed. Those topics could be transportation, babysitting/daycare, helping single mothers, or creating (or partnering with) a local food pantry.

Trustee Hilberg said she would talk again with her consultant about ways in which ACC could help single mothers.

Trustee Stibitz asked if it would be possible to create a student needs survey which would ask about the non-cognitive challenges students face. The survey could also be distributed to ACC faculty and staff.

The suggested wording for a short survey could be, “What is the one thing the ACC Board of Trustees should focus on to improve student success?”

Secretary Walterreit volunteered to work with Trustee Stibitz to create a student needs survey instrument and discuss/plan subsequent steps.

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, November 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.

Please note the addition of a **special meeting on Tuesday, October 31, at 7:30 a.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 approximately 9:10 p.m.

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