

**Approved Minutes of the  
Alpena Community College Board of Trustees Regular Meeting  
February 18, 2021  
665 Johnson Street, Alpena, MI 49707**

On Thursday, February 18, 2021, the Alpena Community College Board of Trustees held a regular monthly meeting in Newport Center 106 and the Webex videoconferencing system. The meeting was called to order at 7:00 p.m. by Chairman Briggs.

Present in person: John Briggs, Teresa Duncan, Joseph Gentry II, Lisa Hilberg, Susan Stender, and Tom Townsend. Present via Webex: Florence Stibitz. Absent: none. Also present: President Dr. Don MacMaster and Board Secretary Jay Walterreit.

Trustee Hilberg led the Pledge of Allegiance.

### **Approval of Agenda**

Moved by Trustee Townsend that the agenda be approved as presented; the motion was seconded by Trustee Gentry. Ayes: 7. Nays: 0. Motion approved.

### **Approval of the Proposed Minutes from the January 21, 2021, Regular Board Meeting**

Trustee Gentry made the motion to accept the proposed minutes from the January 21, 2021, regular Board meeting; Trustee Hilberg seconded the motion. Ayes: 7. Nays: 0. Motion approved.

### **Introduction of Guests and Public Comment**

Guests attending the meeting remotely included: Ben Stevens, WATZ; Steve Fosgard, ACC administration; Dawn Stone, ACC administration; Richard Sutherland, ACC administration; Terry McKenzie, ACC administration; Matt Bedard, ACC faculty; Nancy Seguin, ACC administration; and Loretta Beyer, former ACC adjunct instructor. Attending the meeting in person were Mark Grunder, ACC administration; Mark Jacobs, ACC cross country and men's basketball coach, Officer Jason Collegnon; and members of the ACC Cross Country team.

No public comment.

### **Communication(s)**

None.

### **Board Member and Subcommittee Reports**

Trustee Duncan noted the ACC Foundation met on January 29, 2021 and offered the following points of interest:

- The ACC Foundation Board is creating a committee structure with clearly defined areas of responsibility to facilitate more involvement by the individual Foundation Board

members and to assure all functions are properly delegated and overseen. The three proposed committees include Finance/Investment Committee, Marketing/Communications Committee, and Grants, Scholarships & Development Committee.

- A highlight from Foundation Director Brenda Herman's report was the success of the 2020 Year End Appeal: in 2019 \$22,950 was received from 132 donors. In 2020 \$119,214 was received from 264 donors. Brenda credits sending two year-end appeal letters and the assistance she received from Mary Eagan, Director of Alumni Affairs.
- A \$25,000 endowed ALICE Fund for Student Success has been established by Tim and Sue Fitzpatrick. Support for ALICE students is an area of focus for the ACC Board of Trustees.

## **Student Report**

Dean of Students Nancy Seguin mentioned ACC's two PTK All-Michigan Academic Team members, Yuki Nishibashi and Tori Gentry. There will not be an event in Lansing this year to honor the All-Michigan Academic Team members, but there will be a virtual event.

**About Tori Gentry** — “My name is Tori Gentry and I am a college student attending both Alpena Community College and Northwood University. These two colleges have a wonderful partnership allowing me to spend three years with ACC, one year with NU and finish with a bachelor's degree. I am studying both accounting and business management. Learning has always been a passion of mine and I have very much enjoyed my college experience thus far. I look forward to being a lifelong learner. My plans for next fall include finishing my bachelor's degree with Northwood University and working at my current job, a CPA office.

“Throughout college I have participated in several groups. Currently, I am ACC's Phi Theta Kappa Nu Omicron chapter president. This experience has taught me how to more confident public speaking, how to create an agenda and execute events. Additionally, I was a student ambassador for ACC and assisted new students starting at ACC. Lastly, I have volunteered at campus events and at ACC's annual golf scramble for scholars. My college experience has brought me many great opportunities and transformed me as a person. I am so thankful for all ACC has done for me. Thank you!”

**About Yuki Nishibashi** — Yuki Nishibashi is an international student from Japan at Alpena Community College. He is in the pre-engineering program and wishes to continue studying biomedical engineering at a four-year university. He maintains an outstanding academic performance, despite the language barrier, in hopes to achieve his dream of becoming a biomedical engineer.

He grew up in a single-parent family, and he is grateful to his mother for giving him this opportunity. Someday, he would like to establish a foundation for the

students who wish to continue their education by studying abroad without financial concerns because international students get charged a triple amount of tuition fee than in-state tuition fee.

Yuki participates in several student groups, including PTK, The Language Society, Student Leadership Commissions, Sigma Zeta, as well as the ACC cross country team. In the Language Society, he shares his culture and his language by presenting to the community citizens and students. Also, in the Student Leadership Commission, he organizes student events at the campus and develops leadership and communication skills.

Next fall, he wishes to continue his biomedical engineering program at Michigan State University with a full-ride scholarship.

## **Faculty Report**

Business and Marketing Instructor Matt Bedard talked to the trustees about his experiences adapting to teaching with ACC's videoconferencing system. This burgeoning technology and teaching methodology is now being called "high flex learning" in the academic community.

He noted:

- He was an early adopter of the VCS system. The rest of the College was slow to adopt VCS until the COVID pandemic hit.
- All seven of his Spring Semester 2021 courses have a remote component.
- Enrollment in his courses increased this spring. He attributes that to a growing number of students who want face-to-face courses but weren't able to attend in person.
- Offering remote courses gives ACC a competitive advantage versus schools that don't have VCS.
- He will continue to offer remote courses after COVID.

## **President's Report**

President's Report to the ACC Board of Trustees  
February 18, 2021

### Michigan Reconnect Program

Michigan Reconnect is a last-dollar scholarship program for students 25 or older to attend community college tuition-free. Students living outside of Alpena County have to pay the difference between in-district tuition and out-of-district tuition. Michigan Reconnect pays the remaining balance of tuition and mandatory fees after other state and federal financial aid has been applied.

Applicants must be 25 years or older, be a Michigan resident for at least one year, have a high school diploma or equivalent, and have not yet earned an associate or bachelor's degree.

Applicants could apply online starting February 2 at [Michigan.gov/reconnect](http://Michigan.gov/reconnect). The application takes less than 10 minutes to complete and applicants find out immediately if they qualify for the program. There is no deadline to apply at this time. Eighty-seven students are enrolled in courses at ACC this semester with tuition support from the Futures for Frontliners scholarship, a program similar to Michigan Reconnect that launched in spring semester. Interest in the Reconnect program is high, according to College officials.

### Alpena Community College Cross Country Team

The Alpena Community College cross country team earned Academic All-American honors for the sixth consecutive year this week. Additionally, with a cumulative team GPA of 3.85, the Lumberjacks placed first in the nation out of all community colleges with cross country teams. There are approximately 250 cross country teams at community colleges across the U.S. In addition to the team Academic All-American status, six individual athletes received individual Academic All-American honors: Connor Bagnell, Rony Demirkol, Musa Kabbah, Yuki Nishibashi, Teddy Peters, and Duncan Ross. In order to receive Academic All-American honors, a team must have a cumulative GPA of 3.2 and individuals must have a 3.4 GPA.

Coach Jacobs is proud of the achievements of his athletes and applauds their efforts in their sport as well as in the classroom. “Cross Country is not an easy sport and to balance high achievements on the course and in the classroom speaks volumes of these young men. They do things the right way all of the time. Every single one of these young men has a very bright future ahead of them!”

President MacMaster further acknowledged the success of the program. “Coach Jacobs and his team of remarkable scholar-athletes reached an historic goal this season — Academic All-Americans for a sixth straight season and first in the nation in grade point average. They focused on this most important goal on day one, put their hearts into it, and made it happen. The community should be immensely proud of this great group of young men. Coach Jacobs proved once again that he is one of the finest coaches in America, and a true credit to ACC. Thanks to all these fine athletes for doing the right thing the right way. Congratulations from all of us at ACC!”

### **Action Items**

#### 2.795 Resolution of Appreciation for Loretta Beyer

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

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Alpena Community College unanimously expresses its appreciation to Loretta Beyer for her service to the College, its students, and the people of Northeast Michigan.

Ayes: 7. Nays: 0. Motion approved.

#### 2.796 Van Lare Hall Conveyance of Property and Lease Agreement

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

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE EDUCATIONAL INSTITUTION THAT:

1. The plans for the Facility, as filed with the Educational Institution, are hereby approved.
2. The Educational Institution hereby authorizes and approves the Construction Agreement in substantially the form attached as Exhibit A, and the then seated Chairperson of the Board of Trustees is hereby authorized and directed to execute and deliver, at the appropriate time, the Construction Agreement in substantially the form attached as Exhibit A for and on behalf of the Educational Institution. Such officer is hereby authorized to approve such changes in and modifications to the Construction Agreement as do not materially adversely affect the Educational Institution.
3. The conveyance of the Site and the Facility to the Authority in accordance with the Construction Agreement is hereby approved, and the then seated Chairperson of the Board of Trustees is hereby authorized and directed to execute and deliver a warranty deed in substantially the form attached as Exhibit B and bills of sale to accomplish such conveyance in such form as may be from time to time approved by such officer.
4. The Educational Institution hereby authorizes and approves the Lease in substantially the form attached as Exhibit C, and the then seated Chairperson of the Board of Trustees is hereby authorized and directed to execute and deliver the Lease in accordance with the Construction Agreement and in substantially the form attached as Exhibit C for and on behalf of the Educational Institution and such officer is hereby designated as an authorized officer of the Educational Institution for purposes of Section 7 of Act 183. Such officer is hereby authorized to approve such changes in and modifications to the Lease as do not materially alter the substance and intent thereof as expressed in the Lease and the request for action submitted to the Board of Trustees in connection therewith; provided such officer is not hereby authorized to approve a change in the Lease with respect to the range of rental, the description of the Facility or the material financial obligations of the Educational Institution contained in the Lease approved herein. The Educational Institution hereby determines that the maximum rental in the amount described below is reasonable and the authorized officer is hereby authorized to approve in the Lease, as executed, rental in annual amounts determined by the final appraisal of "True Rental," but not exceeding \$274,000 in any 12-month period and a lease term of not exceeding 40 years.
5. If in connection with the entering into or performance of the Lease, and the then seated Chairperson of the Board of Trustees determines that (i) the Authority will require an easement from a public road to the Facility over real property owned by the Educational Institution so that the Authority has access to the Facility, (ii) the Educational Institution will require for future use

certain easements through the Facility, (iii) the Authority and the Educational Institution will require an agreement to share a common structural wall or (iv) the Authority will require an easement over real property owned by the Educational Institution so that the Authority has sufficient parking available in connection with the reasonable use of the Facility, then such officer is hereby authorized and directed to execute and deliver an Easement Agreement, or any amendments thereto, if necessary in order to meet any such requirement.

6. The Chairperson of the Board of Trustees is hereby authorized and directed to take or cause to be taken all other actions, including, without limitation, making requests of and approving requests from the Authority and the State and signing certificates, documents or other instruments, each on behalf of the Educational Institution, as such officer deems necessary or desirable under the circumstances to accomplish the purposes of the transactions authorized in this Resolution.
7. The Educational Institution further confirms its obligations to perform the duties and obligations specified in the Construction Agreement (only upon its execution by an authorized officer of the Educational Institution) and the Lease (only upon its execution by an authorized officer of the Educational Institution) and acknowledges that such obligations do not depend upon passage of title to the Facility to the Educational Institution without consideration upon termination of the Lease. The Educational Institution hereby recognizes that it would execute and deliver the Lease even if title to the Facility would not pass upon termination of the Lease.
8. The Educational Institution recognizes that the Authority shall pay for costs of the Facility in an amount not in excess of \$3,349,800.
9. All ordinances, resolutions and orders or parts thereof in conflict with the provisions of this Resolution are, to the extent of such conflict, hereby repealed.
10. This Resolution shall be effective immediately upon its adoption.

A roll call vote was taken: Briggs: aye; Duncan: aye; Gentry: aye; Hilberg: aye; Stender: aye; Stibitz: aye; Townsend: aye. Ayes: 7. Nays: 0. Motion approved.

#### 2.797 USDA Grant Purchase: Adult Female Patient Simulator

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

The Alpena Community College Board of Trustees approves the purchase of an adult female patient simulator from Gaumard Scientific of Miami, Florida, for an amount not to exceed \$16,390.00. The cost of this purchases will be 85% reimbursed by the USDA DLT grant.

Ayes: 7. Nays: 0. Motion approved.

## **Financial Report**

Notable points from Vice President for Administration and Finance Richard Sutherland's financial report include:

- The property tax receipts of \$1,614,330 are \$139,169 more than those for January 2020, higher due to timing of receipts.
- Tuition/fee receipts of \$5,751,820 are \$301,318 less primarily due to lower than expected enrollments for Spring registrations.
- State aid is as expected.
- Federal revenue displays the entire \$2,435,600 in Paycheck Protection Program funding as recorded through January. The College has applied for the forgiveness portion of the program and awaiting determination.

Additionally, Sutherland noted the College is still waiting for more information on how we can spend the second round of COVID funding.

## **Personnel Report**

New hires, terminations, and status changes from January 15 to February 10, 2021.

### New Hires:

- None.

### Re-Hires:

- None.

### Transfers:

- Kelly Lewis, ESP2 Switchboard transferred to ESP1 Clerical Assistant – Registrar's Office, effective 01/18/2021.

### Resignations:

- Robert Tremblay, ESP2 EPTC Vehicle Maintenance and Repair Technician, effective 02/01/2021.
- Elise Gapczynski, ESP2 TRiO Advisor – North, effective 02/01/2021.

Transfers:

- None.

Retirements:

- Linda Howe, Part-Time Custodian – Oscoda Campus, effective 02/01/2021.

**Gifts and Grants Report**

This report reflects the following activity for pledges and gifts received by ACC and the ACC Foundation between January 14 and February 10, 2021.

Total Donors:	52
New Gifts:	\$49,949.59
Pledge Payments:	\$8,528.00
New Pledges:	\$0

**Board Discussion**

The trustees and President MacMaster finalized details for a March Board retreat.

Date: Monday, March 15.

Time: 9:00 a.m. to noon

Place: Roger Bauer Board Room, 400 Natural Resources Center, Alpena Campus

Suggested topics for discussion included:

- Update on progress toward February 2020 Board goals.
- Initial discussion on potential uses for stimulus money.
- What can be done to bring students to ACC from outside our community?
- Are there new programs we can add or can we expand programs like healthcare?
- Should we be more entrepreneurial?
- How can we position ourselves for the future?
- Opportunities related to the Oscoda spaceport.
- Programming the Granum Theatre.
- Enrollment reliance on dual enrollment/early college high school students.
- Current curriculum programs and potential new programs.
- Could we ask Mike Mahler to share his perspectives on our area?

**New Business**

None.

**Suggested Future Agenda Items**

None.

### **Next Regular Meeting**

The next regular Board of Trustees meeting is scheduled for 7:00 p.m. Thursday, March 18, 2021. The meeting is tentatively scheduled to be held in Newport Center Room 106, 665 Johnson Street, Alpena, MI 49707, but this may change to a remote meeting if necessary.

Please note the addition of a Board Retreat on Monday, March 15, 2021, from 9 a.m. to noon in the Roger A. Bauer Board Room, 400 Natural Resources Center, Alpena Campus.

### **Adjournment**

The regular meeting was adjourned at approximately 8:00 p.m.

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