

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

On Thursday, March 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, Florence Stibitz, and Tom Townsend. Absent: none. Also present: President Dr. Don MacMaster and Board Secretary Jay Walterreit.

Trustee Stender 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 Stibitz. Ayes: 7. Nays: 0. Motion approved.

Approval of the Proposed Minutes from the February 18, 2021, Regular Board Meeting and the Draft Minutes of the March 15, 2021, Board Retreat

Trustee Gentry made the motion to accept the proposed minutes from the February 18, 2021, regular Board meeting and the draft minutes from the March 15, 2021, Board retreat; Trustee Stender seconded the motion. Ayes: 7. Nays: 0. Motion approved.

Introduction of Guests and Public Comment

Guests attending the meeting remotely via Webex included: Ben Stevens, WATZ; Crystal Nelson, *The Alpena News*; Steve Fosgard, ACC administration; Richard Sutherland, ACC administration; Wendy Brooks, ACC administration; Karol Walchak, ACC faculty; Nancy Seguin, ACC administration; Brenda Herman, ACC administration; and Jess Haselhuhn, ACC support staff.

Attending the meeting in person were Mark Grunder, ACC administration; Officer Jason Collegnon, Alpena Police Department; Officer Colby Herriman, Alpena Police Department; Riley Smith, ACC student; and members of the Outdoors Club.

Robert Tosch used the Public Comment portion of the meeting to address the trustees.

Communication(s)

None.

Board Member and Subcommittee Reports

Trustee Duncan noted distributed a document which detailed the ACC Foundation's new committee structure. Included in the document were the members of each committee and the committee responsibilities.

ACC Foundation Executive Director Brenda Herman outlined the activities leading up to the formation of the new committee structure and noted that the committee members were actively moving forward.

Student Report

Members of the ACC Outdoors Club, including club leader Riley Smith, introduced themselves to the trustees and talked about a variety of club activities. Each of the club members talked about how they were enjoying hunting, fishing, and gathering sap for maple syrup, as well as how they were developing friendships with other ACC students.

Faculty Report

Dr. Karol Walchak updated the trustees on the Language Society's recent activities and plans. She mentioned the club is exploring a trip to either Texas or California some time after the end of Spring Semester.

President's Report

President's Report to Alpena Community College Board of Trustees
March 18, 2021

2020 IPEDS Report

The Integrated Postsecondary Education Data System (IPEDS) collects data from about 7,000 institutions that provide post-secondary education across the United States. The 2020 IPEDS report arrived recently and is available for review. The data is customizable based on comparable institutions. ACC's custom comparison group is the small rural, rural Michigan community colleges generally known as the Group 1 institutions: Bay College, Glen Oaks, Gogebic, Kirtland, Mid-Michigan, Montcalm, North Central Michigan College, Southwestern Michigan College, and West Shore Community College.

IPEDS data highlights this year include:

- Average net price of attendance: \$3,177 ACC; \$6,619 comparison group
- Tuition and fees: \$4,650 ACC; \$4,590 comparison group.
- Graduation rate: 36 percent ACC; 29 percent comparison group
- Core Instructional expenses per FTE: \$7,948 ACC; \$7,058 comparison group

ACC named #2 community college in Michigan by NextAdvocate

Using data from the Department of Education and individual reviews, a Higher Education rating and marketing organization named NextAdvocate has compiled a list of the 2021 Best Community Colleges in Michigan. The college rankings are intended to help students maximize their return on investment by identifying schools with affordable costs and good earnings potential post-graduation. Based on net price and 10-years average earning post-graduation, NextAdvocate ranked ACC **#2 Best Community College in Michigan** on their list for 2021. Washtenaw Community College was first. West Shore Community College at #14 on the list was the next highest Group 1 community college after ACC.

According to the award notice, NextAdvocate helps people looking to make career changes and focuses on promoting community colleges and technical schools in all 50 states as a great way for people to gain new skills. ACC made the list by offering great overall returns for their students.

ACC Receives \$2.4 million U.S. Economic Development Administration Public Works grant

On February 18, 2021, the U.S. Department of Commerce's Economic Development Administration (EDA) award a \$2.4 million CARES Act Recovery Assistance grant to Alpena Community College, to renovate space on campus to create an advanced manufacturing lab and an updated welding shop. This EDA grant, to be matched with \$600,000 in local investment, is expected to retain about 275 jobs, and generate \$15 million in private investment over the next decade.

“EDA is committed to helping communities across the nation implement strategies to mitigate economic hardships brought on by the coronavirus pandemic,” said Dennis Alvord, Acting Assistant Secretary of Commerce for Economic Development. “This investment in the Alpena Community College Manufacturing Skills Center Initiative will create new training opportunities for Northeast Michigan’s workforce and ensure there is a steady pool of skilled workers for local businesses.”

“This investment in Alpena Community College will create opportunities for northeastern Michiganders of all backgrounds to receive important skills trainings and attain good-paying jobs,” said Governor Gretchen Whitmer. “Throughout the pandemic, we have seen more and more Michiganders express interest in pursuing additional skills or a degree, and this CARES Act Recovery Assistance Grant will provide some of our hardest hit communities a much-needed chance at a long-lasting, sustainable economic recovery. I am grateful to the U.S. Department of Commerce’s Economic Development Administration for recognizing Michigan’s potential and giving workers in the Alpena area a chance to get back on their feet through continued education and skills trainings.”

“The demand for workers in manufacturing and the skilled trades is strong.” said Senator Debbie Stabenow. “I want to thank Alpena Community College for their leadership. This investment is right in line with my New Skills for New Jobs Agenda and will help meet the urgent needs of employers and support good paying jobs in Alpena and across the region.”

“It’s critical that communities across our state continue to have the support and resources needed to get through this pandemic,” said Senator Gary Peters, a member of the Commerce, Science and Transportation Committee. “That’s why the CARES Act I helped pass includes assistance to ensure we can strengthen skills training opportunities for Michigan workers. By continuing to invest in research and training programs like the Alpena Community College Manufacturing Skills Center, we have the opportunity to create good-paying jobs and further strengthen Michigan’s leadership in advanced manufacturing and innovation.”

ACC staff met with EDA representatives this week for a kickoff conversation focused on grant implementation. The funding period extends 46 months from February 18, 2021.

Van Lare Hall update

Progress continues on Van Lare Hall with a milestone activity accomplished late last week as staff in the administrative wing moved into the refurbished health sciences wing so that construction in the administrative wing can begin. This move was a monumental task highlighted by teamwork and collaboration. Facilities Director Nick Brege sent this thank-you email after the move was complete:

All,

I just wanted to express how much I appreciated everyone’s teamwork last week to make the move a success. It was an enormous endeavor that could not have been accomplished as quickly or smoothly without the effort of everyone to help pack up their old office and move into their new office. I was amazed that we were able to complete the major elements of the move in less than three days. It’s incredible what can be accomplish when you have a strong and capable team working together!

Thank you all - and especially thanks to the IT department for working relentlessly to get everything up and running in the new space.

Great job everyone,

Nick

Action Items

2.798 HLC Distance Delivery Substantive Change Application Approval

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

That the Alpena Community College Board of Trustees supports the submission of a Distance Delivery Substantive Change Application to the Higher Learning Commission for approval to provide distance education in all associate degrees, programs and certificates.

Ayes: 7. Nays: 0. Motion approved.

2.799 Tuition Rate for Fiscal Year 2022

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

The Alpena Community College Board of Trustees approves the following tuition rate for the 2022 fiscal year effective with Fall Semester 2021.

Tuition	From	To
In-District Tuition (per contact hour)	\$137.00	\$141.00
Out-of-District Tuition (per contact hour, applicable to students from the rest of Michigan, all other states, and foreign countries, with the exception of dual-enrolled and early college students, whose high schools are all charged In-District Tuition)	\$217.00	\$224.00

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 \$2,463,457 are \$473,464 more than those for February 2020, higher due to timing of receipts.
- Tuition/fee receipts of \$5,772,689 are \$306,153 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 February. The College has applied for the forgiveness portion of the program and awaiting determination.

Additionally, Sutherland noted that he anticipates the FY21 budget will be fine despite the enrollment decreases Fall and Spring semesters.

Personnel Report

New hires, terminations, and status changes from February 11 to March 9, 2021.

New Hires:

- Bryan Shellenbarger, Part-Time Custodian – Oscoda Campus, effective 02/23/2021.
- Michael Blewett, ESP2 TRiO Advisor - North, effective 03/08/2021.
- Bridget Hollinshead, ESP2 Switchboard Operator, effective 03/08/2021.

Re-Hires:

- None.

Transfers:

- None.

Resignations:

- None.

Transfers:

- None.

Retirements:

- None.

Gifts and Grants Report

This report reflects the following activity for pledges and gifts received by ACC and the ACC Foundation between February 11 and March 8, 2021.

Total Donors:	38
New Gifts:	\$246,771.50
Pledge Payments:	\$7,278.00
New Pledges:	\$0

Board Discussion

- Chairman Briggs suggested the trustees think about when another retreat might be scheduled.
- The trustees expressed an interest in getting more data on student housing and being updated on the plans for Commencement.
- President MacMaster confirmed the intention to hold a workshop prior to the May board meeting to discuss the proposed FY22 budget.

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, April 15, 2021. The meeting is tentatively scheduled to be held in the Board Room, 400 Natural Resources

Center, 665 Johnson Street, Alpena, MI 49707, but this may change to a remote or hybrid meeting if necessary.

Adjournment

The regular meeting was adjourned at approximately 8:20 p.m.

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