

Alpena Community College Board of Trustees
Official Proceedings
March 15, 2007

The Alpena Community College Board of Trustees met in regular session on Thursday, March 15, 2007, in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center, on the College Campus.

Chairman Briggs called the meeting to order at 7:02 p.m.

Present: John Briggs, Joseph Gentry II, Dr. Judith Grenkowitz, Florence Stibitz, Thomas Townsend, and Paul Wegmeyer.

Absent: Marc Ferguson

Pledge of Allegiance

Chairman Briggs led the Board in the Pledge of Allegiance.

Approval of February 15, 2007 Regular Meeting Proceedings, February 23, 2007, Special Meeting Proceedings, and March 8, 2007, Special Meeting Proceedings

Moved by Member Townsend that the proceedings of the February 15, 2007, regular meeting, the proceedings of the February 23, 2007 Special Meeting, and the March 8, 2007, Special Meeting.

Ayes: Briggs, Gentry, Grenkowitz, Stibitz, Townsend, and Wegmeyer.

Nays: None

Motion carried. All ayes.

Introduction of Guests and Public Comment

The following guests signed the register: Brian Wilmot, AMA ESD; Jennifer Irish, ACC Student Newspaper; Meghan Cameron, Phi Theta Kappa; Genevieve Claire LaFleur, Phi Theta Kappa; Courtney Rehmer, UGN News; Phil Wenzel, Alpena News; Sue Weathers, ACC; and Dick Sutherland, ACC. The secretary noticed Danielle Mulvena, Mike Kelley, and Steve Lewis in the audience as well.

There was no public comment.

Communication(s)

There were no pieces of communication.

Board Member and Subcommittee Report(s)

Property Subcommittee - Member Townsend updated the Board on conversation with the Booster's Club.

Faculty Report

Math instructor Mike Kelley told the Board of the success of the recent Science Olympiad.

Student Report

Student Senate member Danielle Mulvena told the Board of the work the Senate is doing in connection with WATZ to support the troops.

President's Report

The President's Report follows as it was presented.

1. Wellness Center Report

As the Trustees are aware, the Frederick T. Johnston Wellness Center's three-year business plan was implemented last August. Recently Director Noel Curtis brought to me the following summary of the Center's results for the first 8 months of this fiscal year.

Wellness Center Objectives

Objective One: Increase student usage of the Center's facilities and services by 5% each year.

Results: Overall student usage for the first 8 months of the fiscal year is up to 639 (unduplicated) students utilizing the Center. This includes PEH 110/112 course usage of 175 student and servicing approximately 60 student athletes. General student usage of the Center is up 16% while enrollment in PEH 110/112 courses is down 19%.

The increase in student usage and awareness of availability of the Center's facilities was created through promotion in registration updates, class schedules and new student orientations. Increased emphasis has been placed on Wellness Center usage during on campus tours and events such as career pathways and open houses. Additional information regarding the Wellness Center has been distributed to all faculty and staff and placed in areas such as the Library, counseling services and the Learning Center. Consequently, information has been more available to answer student questions.

The Learning Center personnel have been very instrumental in conveying Wellness Center information along with other services available to the students during their visits to all freshman classes.

Objective Two: Increase health awareness among faculty and staff and their usage of the Center's facilities by 3% each year.

Results: Faculty and staff usage of the Center is up 64% over last year. Faculty/staff spouse and dependant usage of the Center is up 162% over last year.

In addition to Center usage, 114 faculty, staff, spouses and family members participated in the "Let's Get Moving Northern Michigan" Employee Program and all faculty and staff were invited to participate in the \$100 Golden Medallion Hunt.

Objective Three: Promote the Center in the community and increase community membership by 6% each year.

Results: Community usage includes seniors, general populations under age 60 and special user groups (Alpena Public Schools, Alpena Regional Medical Center, Community Mental Health, Catholic Human Services, and District Health Department). Facility usage for the first 8 months of this fiscal year is equal to usage in all 12 months of last year. The projected usage in the remaining 4 months of this fiscal year will provide an overall 6% increase in facility usage.

Results in community usage can be attributed to multiple factors:

1. Change in hours of operation – The Center remains open an hour later in the evenings and has reintroduced Saturday hours. In particular, Saturday usage is up approximately 10% from the last time it was available in 2004.
2. Advertising – An advertising plan to run five advertisements for the Wellness Center in the Alpena News over the course of the fiscal year was implemented in August of 2006. Additional information was added to the ACC marquee sign and Channel 3.
3. Promotion to Partners - The Center has continued to promote a special partner in education fee to Alpena Public School (through its pay roll) and Alpena Regional Medical Center. This year the special rate was extended to the District Health Department, Community Mental Health and Catholic Human Services.
4. Change in fee structure – The Center initiated a new fee structure changing from semester only to annual, semester, monthly, weekly and daily rates.

As a result of these changes there has been an increase in member usage. The Center will be on target to meet the projected 2% increase in membership revenue for the 2007 fiscal year.

2. Director of Admissions Recruiting Activity with ACC Faculty and Student

New Director of Admissions Mike Kollien has worked successfully over the past month with faculty members in a couple of recent recruiting events for high school students. Biology Instructor Mark Milostan and Mike received some Onaway High School students enrolled in an anatomy class and treated them to a slide presentation on the history of cadavers here on the ACC main campus. Their instructor, Kelly Moran, had this to say after the presentation: "More then I could have ever asked for. This was an unbelievable experience for my students. Mr. Milostan's presentation was extremely professional and educational. Thank you for this opportunity and I hope I can bring my class back next year."

Also, Mike organized a recent trip to Rogers City High School with CAD Instructor Kathy Dapprich and Megan Bade, an ACC student in the CAD program who is a graduate of RC High School. Nearly 50 students showed up to hear about the opportunities for careers in the CAD field that were expertly outlined by Kathleen. It is unusual for that many to attend an information session focused on one career pathway. When Megan's turn came, it was very effective for the RCHS students to see "one of their own" speak highly about the instruction she is receiving at ACC.

This week Mike returned to RCHS with Mike Roy, Roy Smith, Dick Sanderson, Bob Tosch, Steve Lewis, Dana Labar, Wendy Brooks, Amber Vesotski, and Bob Newton, where they presented programs on a whole range of ACC fields of study and services to 9th, 10th, and 12th graders.

3. Progress on Tennis as Club Sport

Following an information item presentation to the Board in February on offering tennis as a club sport, Dean of Student Affairs Max Lindsay has contacted Coach Vickie Lampel and is awaiting her proposal on moving forward with this new program.

4. EMS Educational Programs Approval

Alpena Community College provides two major medical related non-credit courses. Emergency Medical Technician (EMT) is a 240-hour course and is provided annually. The latest class graduated on March 1 of this year. A more rigorous Paramedic training is a 2000-hour course that is provided once every two or three years and was last provided in the 2003/2004 academic year. Both courses are paid by the students or employers and are rarely subsidized by grants. The courses meet a critical medical educational need and also prepare the students for necessary certification examinations in the respective area of study.

A couple of weeks ago Director of Specialized Education Jim Makowske and I had the opportunity to congratulate trainers Deb Fisher and Kathryn Turok, both employees of Alpena Regional Medical Center, on the success of their efforts to gain approval from the State of Michigan Department of Community Health for ACC to continue offering these two training programs for another three years. The approval also expands our authorization to the Medical First Responder and Emergency Medical Technician-Specialist training programs.

5. Staff Recognition Dinner

Director of Human Resources Carolyn Losinski has assumed leadership of planning for this year's dinner and ceremony honoring service to ACC by employees who are completing milestones in their careers with the college. The event will be held in the evening on Friday, May 4, and we have secured the Thunder Bay National Marine Sanctuary for the event, which proved very satisfactory last year. Ray and Kathy Bock, along with the staff of Fremont Catering, have accepted the assignment to repeat their highly acclaimed performance at last year's event.

6. Visiting Team from the Association of Collegiate Business Schools and Programs

In June 1997, the ACC business programs received a 10-year award of accreditation by the Association of Collegiate Business Schools and Programs. During this past fall semester, the business faculty completed a self-study based on the 2005-2006 academic year as part of an application for reaffirmation of accreditation. During the first week of March, we hosted a three-person site evaluation team from ACBSP who were here to validate our self-study. The two-year commission of ACBSP will review and report its decision on reaffirmation in April. If all goes well, the official award of reaffirmation will be presented in July at the ACBSP Annual Conference in Orlando, Florida. The visitors' executive summary of the visit is attached.

7. Catalog and Schedule Production

During the first part of March there were two important deadlines for college publications that assist students and advisors in registration for courses offered during the summer and fall semesters. The first was March 1, when college staff were to complete their work on the new catalog, and the deadline was met. The other was March 7, when college staff were to complete their work on the course schedule for the upcoming two semesters, and the actual completion took place two days later on March 9 – still in plenty of time to reach students before the March 19 onset of early registration.

8. Science Olympiad

On Saturday, March 10, ACC faculty and staff led by Biology Instructor Deb Hautau pulled off yet another highly successful Science Olympiad program. Hundreds of

elementary, junior high, and high school students, along with their parents, teachers, and friends converged on the ACC campus to compete in numerous events testing knowledge, skill, and practical application in fields of science, engineering, technology, and mathematics. The Park Arena bleachers were filled late in the afternoon for the awards ceremony for recognition of the top-ranking students and teams. Custodial and maintenance staff members were there in force for the big clean-up afterwards. Congratulations to all concerned for the hard work and ingenuity to cultivate enthusiasm for learning about the fields regarded as essential to preserve America's leadership in the world.

9. ACC #1 Reason to Stay in Survey of Alpena High School Students

ACC Student Senator Danielle Mulvena recently completed work on a survey of 979 Alpena High School students regarding their intentions to stay in Alpena or leave upon graduation. The results indicate that 47% intend to stay, 50% intend to leave, and 3% are unsure. Among those who intend to stay, 321 cited ACC as a reason to stay, compared with 228 citing family, and 200 citing friends. In other words, 67% of those who plan to stay are planning to attend ACC. Participants in the survey were able to cite more than one reason for staying, but other reasons besides these three were cited much less frequently.

10. MCCA FY08 Budget Recommendations for Community Colleges (House Bill 4360)

- A. Distribution. Support the distribution of new money (2.5%) based on the existing performance indicator model.
- B. Nursing. Provide \$7.0 million as a new categorical called Nursing Programs. Boilerplate would distribute the program based on the size of current program (i.e., on a per nursing student basis). Expanding nursing programs is a complex, multi-year process that requires the coordination of several components. There are things that can be accomplished immediately, however. In the first year, this line-item would:
 - Provide sustainability of existing programs. Current programs are too expensive to run, causing many colleges to curtail programs, and reduce sections offered. This fund would be used to ensure operation of existing programs.
 - Reduce attrition from current programs. Attrition of students who enter, but then don't finish a nursing program can be as high as 25% and can be the result of a number of life, academic, family, or other personal reasons. This fund would allow colleges to implement better screening and assessment, hire mentors, and provide other student support services.
 - Provide for the purchase of new equipment. Many programs could operate more efficiently, and increase program size with better use of simulators, software, or other program technology. This equipment would otherwise be cost-prohibitive for many colleges.

- Allow for competitive compensation for qualified faculty. Nursing faculty are highly skilled and therefore highly sought after in the health care industry. Colleges often find it impossible to compete for these positions. This fund could allow for more competitive compensation packages to attract new, or retain existing faculty.
- C. Payment in Lieu of Taxes (PILT). There are three colleges whose property tax base is significantly below other schools. They are faced with running programs and serving students, but by no fault of their own, simply don't have the tax base necessary to meet fixed costs. To meet this need, allocate .25 mills for any school whose tax base is below \$1.4 billion, and who assesses at least 2.5 mills of property tax effort. Cost: \$505,600 Result:
- Alpena - \$125,700
 - Bay De Noc - \$121,400
 - Gogebic - \$258,500
- D. Boilerplate.
- Auditor General (Sec. 520). Amend Section 502 to remove the Audit requirement of ACS data, consistent with current supplemental, SB 166
 - At Risk.
 - Payments (Sec. 211). Retain current law to pay funds up front rather than spread over time.
 - Technology (Sec. 401). Allow funds to be used for technology purposes.
 - Infrastructure, Technology, Equipment, and Maintenance (ITEM) Funding (Sec. 220). Retain current law encouraging support of these appropriations.
 - Perkins Visits (Sec. 511). Retain provision that requires submission of State plan to the legislature prior to submission to the Feds.

Action Items

2.351 Microsoft Campus Agreement

Moved by Member Wegmeyer that the appropriate College officials be authorized to execute a purchase agreement with CDW Government for an amount not to exceed \$13,762.70 per year over the next three years for the purchase of the Microsoft Campus Agreement 3.4.

Ayes: Briggs, Gentry, Grenkowicz, Stibitz, Townsend, and Wegmeyer

Nays: None

Motion carried. All ayes.

2.352 Resolution of Support: AMA ESD Special Education Millage Renewal

Moved by Member Townsend that the Alpena Community College Board of Trustees supports the AMA ESD request for voter approval of the 1.333 millage renewal in the election set for May 8, 2007.

Ayes: Briggs, Gentry, Grenkowicz, Stibitz, Townsend, and Wegmeyer.

Nays: None

Motion carried. All ayes.

Information Items

3.359 Financial Report

President Joynton updated the Board with a comparison of revenue and expense (year-to-year) and a comparison of budget/actual revenue and expense.

3.360 Personnel Report

The personnel report showed no additions/replacements, resignations, retirements, or other.

3.361 Gifts and Grants Report

The gifts and grants report showed the attached activity.

3.562 Datatel Financing Update

Vice President Richard Sutherland delivered a PowerPoint presentation on the history of financing the Datatel system. MIS co-directors Vicky Kropp and Mark Grunder were available to answer questions.

New Business

None

Suggested Future Agenda Items

None

Next Regular Meeting

The Board of Trustees asked the Secretary to find another April date to hold the regular April meeting. After polling the Board, it was agreed the date of April 23, 2007, would work for most of the members. However, the Secretary was given authority to again poll

the Board for a date after consulting with absent Member Ferguson. The Secretary will report her findings to the Chairman and a change in meeting date will be determined, posted, and distributed to the media.

Adjournment

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Elizabeth L. Spragg
Secretary of the Board of Trustees