

OFFICIAL PROCEEDINGS
ALPENA COMMUNITY COLLEGE
BOARD OF TRUSTEES
April 17, 2008
(Amended May 15, 2008)

The regular meeting of the Alpena Community College Board of Trustees was held on the above date in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center on the campus of Alpena Community College.

Chairman Briggs called the meeting to order at 7:00 p.m.

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

Absent: Ferguson

Pledge of Allegiance

Chairman Briggs led the Board in the Pledge of Allegiance.

Approval of Agenda

Chairman Briggs moved the agenda be approved with the addition of a new business item 2.413 (Resolution of Appreciation).

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

Motioned carried.

Approval of Minutes of the March 27, 2008

Member Grenkowicz asked that the minutes from the March 27, 2008 meeting be changed to reflect that she was present for all the votes. Chairman Briggs asked that the amended minutes be sent to the trustees for their approval at the May 15, 2008 board meeting.

Introduction of Guests and Public Comment

The following guests signed the registry: April Ahlgren, WATZ; Lucas Pfeiffenberger, Janet Pfeiffenberger, Mark A. Curtis, ACC; Dick Sutherland, ACC; Phil Wenzel, *The Alpena News*; Jay Walterreit, ACC; Carol Putkamer, ACC; Mary Jane Thomson, ACC; Linda Suneson, ACC; Sue Weathers, ACC; Roy Smith, ACC; Ray Arbic, ACC Student; Jerred Hoppe, ACC Student; Andrew Domke, ACC Student; Kyle Rector, ACC Student; and Stephen Haibel, ACC Student.

Communication(s)

President Joynton reported no items of communication.

Board Member and Subcommittee Report(s)

Presidential Evaluation Committee - Member Grenkowitz reported that the committee has met and established a timeline and process for this year's evaluation. It's anticipated that the process will be completed by the June meeting.

Property Subcommittee – Member Townsend reported that Phase I and II of the environmental study on the East Campus property has been completed.

Faculty Report

Utility Technology instructor Roy Smith presented the attached April 2008 “Moving ACC Forward” report. In addition, he shared a power point presentation of seven students participating in the recent Collegiate Lineman's Rodeo in Chandler, Arizona. This opportunity was made available through the Russell H. and Fromilda Y. Wilson Endowed Teaching Chair Award that was granted to Roy for the 2007/2008 academic year. Funding for this was made possible thanks to the philanthropic support of Lucas and Janet Pfeiffenberger. Roy and five of his students presented the Pfeiffenbergers with a signed poster, t-shirts and hats from the event.

2.413 Resolution of Appreciation (moved out of sequence)

Chairman Briggs moved that the Board of Trustees adopt the attached Resolution of Appreciation for Linda Suneson and confers upon her the title of Emerita with all appropriate honors and benefits. The resolution was amended on May 15, 2008 to reflect 18.5 years of service to ACC.

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

Motion passed unanimously.

Student Report

None

President's Report

The President's Report follows as it was presented to ACC Board of Trustees.

1. AACC annual meeting

Trustee Florence Stibitz, VP Richard Sutherland, and I represented ACC at the American Association of Community Colleges annual meeting April 5-8 in Philadelphia. President Emeritus Donald Newport was also present.

Trustee Stibitz reports on the seminars she took in as follows:

- *Opening Session.* This joint session was an historic first - AACC and Phi Theta Kappa together. There were 3400 from Phi Theta Kappa and 1700 AACC attendees. Rod Risley, Executive Director of Phi Theta Kappa, was the 2008 Leadership Award Honoree. He quoted from Tennyson, "I am a part of all that I have met." Risley asked, "How does the Board/Administration know what Phi Theta Kappa is doing on your campus?" Amy Tan, author, was the keynote speaker.
- *Annual Business Meeting of AACC.* President and CEO of AACC, George Boggs reported that priorities of AACC are: increasing Pell Grants, passage of Dream Act (gives children of undocumented immigrants the opportunity to attend community colleges), and teaching Chinese (there are 100 Chinese teaching Chinese now with another 100 coming this fall in preparation of AP Chinese classes).
- *Academics and Athletics.* Successful athletic programs stress the importance of academics and celebrate the academic as well as athletic accomplishments of student-athletes. Does ACC's Athletic Department have a mission statement? How do we recognize athletic accomplishments? Could successful athletes be recognized at a Board meeting?
- *Conducting an Effective Presidential Evaluation.* ACCT is a resource.
- *India/China.* No great insights were found that could bring some diversity to ACC's campus.
- *Community Colleges: Who Should Judge Them and How?* One question asked was, "How do we know that community colleges are doing any good at all?" Gail Mellows, President of LaGuardia CC, said her measure is to calculate what the change is in family income after graduation. This will indicate the return on investment. When asked what graduation rates are for community colleges the answer needs to indicate the complexity of the situation. If the question is being asked by a higher ed person ask what their graduation rate is. Ask if the questioner knows how many of the community college students have bachelor's degrees. Community colleges need to be doing a better job of communicating to K-12 what the colleges' expectations are.
- *Sustainability.* Definition: Meeting the needs of the present without compromising the ability of further generations to meet their own needs. This means healthy ecosystems, healthy economies and healthy communities. The problem:
 - The United States has 5% of the world's population and uses 25% of its resources.
 - Experts were "stunned" this past summer by the loss of Arctic sea ice. An area almost twice the size of Britain disappeared in a single week. The Greenland ice cap is melting so fast that it is triggering minor earthquakes as pieces of ice weighing several billion tons break off the ice sheet and slide into the sea. The West Antarctic Ice Sheet is also melting faster than predicted. If we cannot curb CO₂ emissions quickly enough to save these two huge ice sheets, sea level will rise 39 feet, inundating many of the world's coastal cities and creating over 600 million rising-sea refugees.
 - Check website: www.storyofstuff.com
- *The American College and University Presidents' Climate Commitment.* The American College & University Presidents Climate Commitment is a high-visibility effort to address global warming by garnering institutional commitments to neutralize greenhouse gas emissions, and to accelerate the research and educational efforts of higher education to equip society to re-stabilize the earth's climate. In September 2007 there were 403

Charter Signatories who had signed on.

<http://www.presidentsclimatecommitment.org/html/about.php>.

- *Determining Skills Needed for Jobs That Do Not Yet Exist*. This session presented by President and VP of Northeast Wisconsin Technical College. They feel safe in developing courses that deal with the equipment to produce energy. They are going slowly into courses that involve energy production and distribution. They have certificate programs in Renewable Energy. Check MCCA's March newsletter to see what Michigan community colleges are doing in this field. <http://www.mcca.org/images//themarchconnection.pdf>

Here are some notes on seminars that I attended.

- *Appreciative Inquiry*. The obverse of problem solving (dealing with negatives) is appreciative inquiry (building on positives), and both are necessary in an organization that's engaged in continuous quality improvement. It's a proven process that I first learned about from Dr. Tom Butler, president of Montgomery College, who was present at the session. AI methodology incorporates "The Four D's": Discovery (stories about success and themes embodied in them), Dreaming (about organizational advancement based on the themes of success), Design (formulating a vision for the organization based on the dreams), and Destiny (engendering commitment to implement the vision). Cynics and nay-sayers tend initially to dismiss AI as "sucking up," but involving them in AI has a remarkable tendency to neutralize this reaction and motivate constructive attitudes.
- *Encore Careers: Creating Pathways to Education, Health Care, and Social Services for the 50+ Demographic*. A highly relevant topic for ACC's service area, this concept gained momentum with the publication of Marc Freedman's book *Encore Careers: Find Work that Matters in the Second Half of Life*. Freedman surveyed people aged 50-71 and discovered that half want to continue working but only in fields that help others. This program featured three colleges that were recipients of MetLife Foundation grants to catalyze community colleges as the logical connectors between this demographic and the careers they want. A college in Kentucky focused on getting nurses retiring from direct patient care (average age is 53) into new roles as community college nursing instructors. The Virginia system implemented a program to facilitate transition into K-12 teaching for people with bachelor's degrees, and a college in Oregon used a mentor system to effect enrollment and student success in its gerontology program.
- *Community College Baccalaureate, Policies, Practices, and Opportunities* (presented by Deborah Floyd, author of a book on the topic). CCBs are now offered in 15 states (WA, NV, AR, LA, GA, FL, WV, NM, TX, OK, ND, MN, IN, NY, VT). Among the drivers are higher pay that accompanies more education, local workforce demands, shift of university priorities toward more research, and the "can-do" ethos of CCs. The CCB movement places particular emphasis on meeting the needs of the adult learner.
- *Jump-Starting Regional Workforce Development Using a Department of Labor Community-Based Job Training Grant*. Northern Wyoming CC District administers a CBJTG (like ACC's) to serve the booming coal mining industry and respond to intense demand for a skilled workforce (especially electricians and welders). Unemployment is only 2%, and workers are recruited aggressively from other states – primarily Michigan. It took the grant for the college to diversify from its traditional transfer program orientation, and the grant has been leveraged to produce an additional \$60M in funding.
- *Passing Bond Measures in Conservative Times*. Two CC systems in California presented strategies and lessons learned from recent successful bond elections for capital improvements (\$870M and \$490.8M, respectively). Both used the same consulting firm and spoke about the value of discipline in following the directions of the firm. Both used a combination of polling, tracking, voter data analysis, direct mail and e-mail, newspaper

and radio pieces, phone banking, student voter registration drives, robo-calls, and signs. Both experienced organized opposition from anti-tax and no-growth groups, and one had to deal with a hostile newspaper. During the campaign it helped to emphasize meeting instructional needs of students.

- *Working Your Master Plan.* Coastline CC analyzed reasons for its success in producing and implementing its first three-year strategic plan. To begin with, the plan was visionary but realistic. It's a mistake to have a small plan – instead, grandeur helps to cause the plan to embed in the “soul” of the organization. There must be an open and inclusive process for both the formulation and executive stages. The plan must be “organic” – in other words, authentic, trusted, and adaptable to unforeseen circumstantial changes. It must be well supported by personnel and fiscal resources. Employees who are happy and positive will do the most to advance the plan, and implementation works best in an atmosphere of trust, respect, and unity.
- *Serving Millennial Students: Teaching Strategies and Classroom Methods for a New Generation.* Demographers like the presenter call the 81 million Americans born between 1982 and 2002 Millennials, 35% of whom are nonwhite and 20% of whom have at least one immigrant parent. Because their Boomer parents learned lessons from their own risky behavior, they had the safest upbringing of any generation (e.g., more seat belt use). They grew up being worshipped by their older, better-educated, and wealthier parents, with whom they are closer, more comfortable, and more candid than ever before. Millennials love their parents, regard them as heroes, and don't want to leave them. They are savvy consumers who don't revere their elders, so on campus they'll want to skirt policies, negotiate terms on a syllabus, and go above a dean's head upon not getting the answers they want. Colleges would do well to incorporate rather than stiff-arm their “helicopter, snowplow” parents (potential fundraisers and volunteers). Millennials expect technology to be ubiquitous and free. Instead of trying harder when things get tough, they will try another route, because life shouldn't be that hard. Though ambitious, they are not ready to get locked into a career, so they wander around a lot in their twenties. They are more civic minded and likely to join service organizations. Finally, both as students and workers, they need more special services, continual reinforcement, and much flexibility.

In addition, I have these notes from VP Dick Sutherland:

- *Tuition and Fees.* Many of the attendees look to college to be low cost or no cost, that cost should not be any kind of barrier.
- *Information Technology.* Plan technology from ground up, design with flexibility of space and applications, sustainable, develop a rotation plan, look at lease versus purchase, and must have faculty buy-in. Reinforced our technology committee structure.
- *Selecting the Right Technology for Crisis Communication.* Build a team, who to contact (where are they located), how to reach them, evaluate current network, integrate whenever possible, and internal network should easily support new applications. We looked at several types of systems.
- *Marketing's Changing Role in Today's Community College.* Look at committee structures, include a recruitment plan, an advertising plan, retention plan, and an information technology plan. Key is Strategic Marketing Identify the markets. Prioritize the programs. Define the product. Look at delivery methods. How do we communicate our product? Define promotion. Look at college niches. Start marketing the summer earlier and guarantee courses. Bottom line is Product, Place, Price, and Promotion.

2. Community College Month Activities

In conjunction with the CC Month resolution passed by the ACC Board of Trustees,

- Dean Max Lindsay, student Jill Sanderson, and I joined representatives from other Michigan CCs in the Capitol on CC Day (April 15) for the annual ritual of greeting legislators and communicating with them about our cause. The MCCA hosted a reception outside of the Speaker's Library with light hors d'oeuvres and desserts prepared by students in two CC culinary programs.
- The next MCCA newsletter is going to focus on Community College Month and will highlight what CCs are doing to recognize it. In addition, the newsletter will incorporate a "collegiate success" theme by featuring innovative practices in CCs to assist students in completing their program goals.
- The MCCA has distributed the following press release:

Community College Day in Michigan set for April 15

LANSING – Lawmakers and community colleges statewide will gather at the Capitol to celebrate the state's 28 two-year institutions.

The event, Community College Day in Michigan, will be held on Tuesday, April 15 from 11am to 1pm in the Speaker's Library at the State Capitol building. Culinary programs from Grand Rapids Community College and Macomb Community College will provide hors d'oeuvres and desserts for guests, and college presidents and student representatives will be on hand to greet lawmakers and officials.

Community College Day in Michigan is focused on providing an opportunity for state leaders to honor the 28 community colleges in Michigan. Since 1914, community colleges have striven to provide affordable and convenient higher education opportunities to Michigan residents – serving both traditional and nontraditional students. Today's community colleges play an integral role in the preparation and development of the state's workforce.

- ACC wrote two press releases featuring ACC students:

2008 PHI THETA KAPPA ALL-MICHIGAN ACADEMIC TEAM HONORED

ALPENA, MICH. — The 2008 All-Michigan Academic Team awards program and luncheon, hosted by Phi Theta Kappa and the Michigan Community College Association, took place today at the Radisson Hotel in Lansing. This year's awards program recognized 46 students from 24 Michigan community colleges, including Alpena Community College, for being named to the Phi Theta Kappa All-Michigan Academic Team. In addition to the program recognition, the award-winning students were introduced by State Senator Hardiman during a session at the Capitol.

Alpena Community College student Brendan Fleishans was among those honored. Currently in the Business Information Systems program, Brendan was inducted into Phi Theta Kappa in 2006. He was selected for the All-Michigan Academic Team based on academic achievement, community service involvement and leadership accomplishment. All-state team members have the opportunity to be named to the All-USA Team, and are eligible for cash awards from USA Today.

Phi Theta Kappa International Honor Society is the largest honor society in America with 1,250 chapters on two-year and community college campuses in all 50 of the United States, plus Canada, Germany, the Republic of Palau, Republic of the Marshall Islands, Federated States of Micronesia, the British Virgin Islands, the United Arab Emirates and U.S. territorial possessions. More than two

million students have been inducted since its founding in 1918, with approximately 100,000 students inducted annually.

ACC PARTICIPATES IN MICHIGAN COMMUNITY COLLEGE DAY

ALPENA, MICH. — Alpena Community College President Olin Joynton, ACC Dean of Student Affairs Max Lindsay, and ACC pre-engineering student Jillian Sanderson joined state legislators and representatives from Michigan's other two-year institutions at the Capitol on April 15, 2008, to celebrate Community College Day. Community College Day provides an opportunity for state leaders to honor the 28 community colleges in Michigan and the important educational opportunities they provide.

Sanderson attended the event as ACC's student representative and socialized with other community college students and presidents. A pre-engineering major, she graduates in May 2008 with two associate degrees from ACC. Like many motivated students, she took advantage of dual enrollment opportunities with ACC, earning 16 college credits while still in high school. As one of 6 valedictorians in her Oscoda High School graduating class, Sanderson continues to carry a 4.0 G.P.A. at ACC, is president of the Sigma Zeta honor society, vice president of the Phi Theta Kappa honor society, and a finalist for ACC's annual Besser Award which recognizes ACC students who make outstanding contributions to the College through scholarship, leadership and the expression of responsibility in the solution of social problems. After a summer internship with MDOT, she is transferring to Michigan Technological University to study civil engineering.

April is National Community College Month and colleges across the country are celebrating with a variety of events. The Michigan Community College Association, which consists of representatives from the state's community colleges, encourages state officials to recognize the integral role that today's community colleges play in the preparation and development of the state's workforce. Since 1914, community colleges have provided affordable and convenient higher education opportunities to both traditional and non-traditional students in Michigan.

3. MCCA Presidents Committee

Before the aforementioned activity to greet legislators, I participated in meetings of the MCCA Presidents Committee on the following topics.

- The presidents heard brief statements from members of the newly-formed Community College Caucus including Senators Hardiman, Prusi, and Switalski; along with Representatives Bauer, Booher, Calley, Caswell, and Gillard. A spirited exchange took place between Representative Caswell and Bauer on the new version of the Michigan Business Tax (former anti, latter pro). Representative Gillard spoke enthusiastically about sponsoring legislation for community colleges to have the options of awarding bachelor's degrees.
- The current MCCA legislative agenda consists of support for ending the required MPSERS option for new employees, authorization for community colleges to issue bonds for workforce training, the community college applied baccalaureate option, capital outlay funding for all community college projects on a 25% match basis instead of the historic 50%, and SB 1093 providing an overall 3% increase in community college funding for FY09 (ACC's increase = 2.7%).
- The Department of Labor and Economic Growth director of the No Worker Left Behind initiative, Andy Levin, spoke to us on the programs accomplishments during the first seven months: 21,100 displaced workers served, 5,000 in healthcare fields. 25% went to community colleges and, disturbingly, 38% went to proprietary schools. Other distributions were 8% remedial education, 8% four-year institutions, 4% other providers. To bolster the

program for the coming fiscal year, Governor Granholm has proposed \$40 million of additional funding, and DLEG has applied for a combination of grants totaling \$30 million (some private, some federal).

- MCCA President Mike Hansen announced the imminent retirement of Mike Wahl, director of the MCCA Virtual Learning Collaborative, and he used the opportunity to open up consideration of spinning off the VLC to the Educational Teleconsortium of Michigan. More generally, he raised the possibility of the MCCA serving as an incubator of other projects of the kind with a view to transferring them to more project-specific organizations.
- The afternoon session was called for colleges interested in pursuing baccalaureate programs should they become legal. I spoke about my assignment to Dr. Curtis to chair an ad hoc committee this summer on both this topic and ACC's University Center operations. About 20 community colleges in Michigan appear interested in this prospect, with the most common degree anticipated being the BSN.

4. *Carrier* Screening

On the evening of April 15 ACC partnered with WCMU Public Television and the Thunder Bay National Marine Sanctuary to host a public screening of the PBS television series *Carrier* in the Natural Resources Center. The screening coordinates with ACC's Global Awareness Series, led by Instructor Matt Dunckel, and its theme of "the cost of war."

Carrier is a revealing story of daily life on a United States aircraft carrier, the *U.S.S. Nimitz*. Given unprecedented access by the Navy to the ship and its personnel, the filmmakers shot nearly 2,000 hours of high-definition video from May to November 2005, during a full six-month deployment to the Persian Gulf, taking a close look at the Navy's role in this controversial war. The series will premiere on Sunday, April 27, at 9 p.m., and runs until Thursday, May 1, 2008, on CMU Public Television.

The ACC screening highlighted a core group of characters, from the admiral of the strike group to the fighter pilots to the youngest sailors, as they navigate personal conflicts around their jobs, families, faith, patriotism, love, the rites of passage and the war on terror.

5. Commencement Activities

The various activities associated with the end of the academic year are rapidly approaching. Of particular interest are the following:

- April 28, 6 p.m. - Student Awards Night
Location: The Tim Fitzpatrick Family Computer Center Commons (BTC-109)
- May 2, 7-9 p.m. - Evening with the Arts
Location: Fine Arts Building – ACC
- May 7, 7 p.m. – Nurses Pinning Ceremony
Location: Granum Theatre
- May 8, 9 a.m. – Honors Breakfast
Location: Holiday Inn of Alpena
- May 8, 7 p.m. – Commencement Exercises
Location: Park Arena
- May 9, 6 p.m. – Staff Recognition Dinner
Location: The Tim Fitzpatrick Family Computer Center Commons (BTC-109)

Action Items

2.410 Tentative Operating Millage Levy and Public Hearing FY08

The following three sources provide the major financial support of the College 2007-2008: state aid (40 percent), student tuition/fees (37 percent) and property taxes (21 percent). The remaining 2 percent from federal and other sources.

As a result of the 1999 millage election, the full 1.5 mill charter levy has been restored along with the 1.0 mill five-year serial levy. This total levy of 2.5 produces an estimated 21 percent of the revenue necessary to operate the College as compared to an average of 26 percent that property tax revenue provides to operate other community colleges in the state. This levy has been reduced over the past ten years by the Headlee Amendment and may continue to gradually decline, preventing the levying of the full amount of the voted millage. It is unknown at this time if the amendment will have a further negative impact on the levy for the upcoming year. Finally, the passage of Proposal A has further restricted taxable property valuation increases to a rate equal to inflation, and rollbacks affecting the tax rate on personal property will impact the total amount of ad valorem property taxes collected in FY09.

In the context of all of these factors, a strong record of public accountability and prudence has existed between the College and its taxpayers throughout the institution's history. A critical element of this credibility has been the periodic opportunities provided by the Board of Trustees to engage in dialogue with interested citizens through the public hearing process.

In the spirit of seeking input into the decision-making process for establishing the millage levy a public hearing is held. Therefore,

Moved by Member Townsend that the Board of Trustees conducts a public hearing on May 8, 2008, at 5:00 p.m., in Room 400 of the Charles R. Donnelly Natural Resources Center for the purposes of receiving comments and discussing the use of College tax revenue for programs and services supported by its legally mandated 2.5 mill levy. Further, that the Secretary of the Board of Trustees is hereby authorized and directed to publish notice of such public hearing in a newspaper of general circulation within the College district.

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

Motion passed unanimously.

2.411 Resolution: Freeze-thaw Environmental Chamber

Research and testing is an important component of the mission and business plan of the World Center for Concrete Technology. Current demand from industry customers for research and testing on the freeze-thaw capacity of concrete samples exceeds the capacity of the single Tenney freeze-thaw environmental chamber now used by the WCCT technical staff. A second unit is warranted to continue delivering timely service to customers and to grow the business in

the future. The unit will be paid in full out of the equipment budget in the Community-Based Job Training Grant.

The College solicited bids on the new unit, and six were received. Three were Tenney Models and three were manufacturers of competing temperature test chambers.

The bids are as follows:

Bidder	Brand	Location	Amount
Contel Corporation	Tenney Classic	Novi, MI	\$21,168.00
BLB Enterprises, LLC	Tenney Classic	Cordillera, CO	\$21,711.00
TPS	Tenney Classic	Kalamazoo, MI	\$21,267.00
ESPEC North America, Inc.	ESU-3CA Platinou	Hudsonville, MI	\$22,370.00
Envirotronics, Inc.	FLX 500-1-2-AC-T	Grand Rapids, MI	\$25,825.00
Envirotronics, Inc.	ET18-1-5-WC	Grand Rapids, MI	\$36,400.00

Appropriate staff within the College have reviewed the bids and recommend the bid submitted by Contel Corporation at a price not to exceed \$21,168.00.

Moved by Member Wegmeyer that the Board of Trustees authorizes appropriate College officials to contract with Contel Corporation to purchase the Tenney Classic at a price not to exceed \$21,168.00 as part of the CBJTG equipment purchasing budget.

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

Motion passed unanimously.

2.412 Appointment of MCCA Representative

The Michigan Community College Association (MCCA) provides a forum for each of the state's 28 community colleges to discuss and develop activities which serve the best interests of these institutions. It is a voluntary organization governed by representatives from each college. These representatives consist of the College President and a Trustee. During the past year, Trustee Stibitz has served as the representative of the Trustees to MCCA with Trustee Judith Grenkowitz as alternate. Each year, this representative is appointed by the Board of Trustees, and it is timely that such designation be made for FY09.

Moved by Member Townsend that the Board of Trustees appoints Trustee Stibitz as delegate and Trustee Grenkowitz as alternate to the Board of Directors of MCCA.

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

Motion passed unanimously.

Information Items

3.596 Financial Report

President Joynton presented the following report for March 2008:

Monthly Financial Statements

General Fund Revenue and Expense (Year to Year Actual Comparison)

- Property tax revenues continue to show variance of \$65,410 to the good compared to last year.
- The \$755,353 gain in tuition/fee revenue is due to the tuition rate increase, increased fall and spring enrollment, onset of registration for the summer, faster enrollment processes, and the convenience of online tuition payments used by a growing number of students.
- The \$517,243 increase in state aid reflects the restoration of the skipped payment in August and the 2.7% increase in ACC's FY08 allocation.
- The federal revenue increase of \$51,589 is traceable to the Community Based Job Training Grant.
- Anticipated contractual obligations and additional overload pay for faculty to handle our enrollment increases accounts for the \$169,013 increase in instructional expense.

General Fund Revenue and Expense (Budget to Actual Comparison)

- Tuition and fee revenue is ahead by 10% due to enrollment increases.
- State aid revenue is ahead by 10% because budget premises included neither restoration of skipped payment nor increase in state aid.
- Federal revenue is ahead 53% primarily due to the Community Based Job Training Grant and the end of the H-1B adjustment period made last year.
- Advertising expenses are ahead 13% mainly due to requirements of the marketing plan.
- The 12% advance in travel/mileage expenditures occurs because of more enrollments, leading to more course sections and more employment of adjunct instructors. In addition, more staff development activities involving travel are occurring.
- The recent purchase of copiers, ending a period of lease agreements, accounts for the 50% decrease in rental expense.
- Supply expenses are close to last year's percentage of budget.
- Other items are within normal variations from year to year.

General Fund Month to Month Comparison

- The Month to Month comparisons are tracking as expected.
- March salary expenditures of \$621,078 are higher than typical two-payday months because faculty overload payments are made then for the entire year.

Quarterly Financial Report for January-March 2008

- All funds are positioned as expected.
- The transfer of \$202,053 from maintenance/replacement to debt represents funds used to retire bonds.

3.597 Personnel Report

The Personnel Report showed no additions/replacements, resignations, retirements or other.

3.598 Gifts and Grants Report

The gifts and grants report reflects the following activity for pledges and gifts received between March 12, and April 1, 2008:

Alpena Power Company
Mr. & Mrs. James Arbuckle
Nicholas Bancroft
Mark Beins
Jim & Kristin Berles
Jim & Penny Boldrey
Wendy Brooks
Dr. Robert & Nancy Coombs
Kathleen Dapprich
Bruce & Julie Dietz
Lori Dziesinski
Richard Engstrom
Agnes Ferguson
Nan Hall
Deborah Hautau
Priscilla Homola
Philip Jordan
Olin & Patricia Joynton
Audrey Julian
G. Lee Kirkpatrick
Joseph Klemens
Wayne and Jill Kowalski
Vicky Kropp
Timothy Kuehnlein
Jewel Lancaster
Max Lindsay
Carolyn Losinski
Thomas Ludwig
William Matzke
Katherine Meharg

Kerrie Miller
Joan Misiak
Kathryn Momrik
Porter Block, Inc.
R.A. Townsend Company
Edward Retherford
Robert and Lorraine Reuther
Julie Robarge
Don MacMaster
George Schwedler
Mary Schulke
John & Nancy Seguin
Roy Smith
Lisa Snyder
Elizabeth Spragg
Kendall Sumerix
Richard Sutherland
Kevin Sylvester
Robert Tosch
David & Julie Usher
Denis J. Walterreit
Suzanne Weathers
Weinkauf Plumbing & Heating Inc.
F. Thomas Winter
Lisa West

Total Donors: 55

Total \$24,727

New Business

Member Grenkowicz proposed that a date be selected for a June retreat and suggested June 23. Chairman Briggs will check his calendar and then asked Penny to follow-up with trustees to determine their availability and to also reserve the Combat Readiness Training Center Board Room.

Suggested Future Agenda Items

None

Next Regular Meeting

May 15, 2008

Adjournment

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Penny Boldrey".

Penny Boldrey
Acting Secretary for the Board of Trustees