

ALPENA COMMUNITY COLLEGE BOARD OF TRUSTEES  
OFFICIAL PROCEEDINGS  
August 18, 2005

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 Alpena Community College campus.

Chairman Briggs called the meeting to order at 7:04 p.m.

Present: John Briggs, Marc Ferguson, Joseph Gentry II, Florence Stibitz, Thomas Townsend and Paul Wegmeyer

Absent: Dr. Judith Grenkowicz

Pledge of Allegiance

Chairman Briggs led the Board in the Pledge of Allegiance.

Approval of Agenda

Chairman Briggs told the Board they would be asked to approve the minutes of the Special Board meetings held on June 16, 2005, and June 17, 2005, as well as the meeting minutes of the regular June meeting of the Board held on June 16, 2005. Chairman Briggs indicated those minutes were emailed to the Board prior to the meeting.

Approval of Minutes of the Regular June 16, 2005, meeting, June 16, 2005, Special Meeting, and the minutes of the Special Meeting held on June 17, 2005.

The minutes of all three meetings of the Board were approved as presented.

Introduction of Guests and Public Comment

Chairman Briggs asked members of the audience to introduce themselves and those present were: Joe Kieley from Channel 11; Jay Walterreit, ACC; Roy Smith, ACC; Suzanne Weathers, new ACC Director of Nursing, Allied Health and Human Services; Brenda Kelley, new ACC math instructor; Richard Sutherland, Vice President of Administration and Finance; Sue Willyard, ACC; Joan Misiak, ACC; Mike Kelley, ACC; and Kathleen Bruski, ACC

There was no public comment.

Communication(s)

None

## Board Subcommittee Reports

Property Subcommittee Report – Member Townsend updated the Board on the upcoming meeting of the Property Subcommittee scheduled for Friday, August 19, 2005, at 8:00 a.m., in the President’s Office, to discuss development of College property with City of Alpena administrative staff and representatives of Alpena Village.

Chairman Briggs reviewed highlights of the Board Retreat held on August 3, 2005, at the Combat Readiness Training Center. Briggs indicated the Board had worked on a new vision and goals for the institution and that information would be presented to the faculty and staff at the opening session of start-up scheduled for Monday, August 22. Briggs indicated that the community and staff will have the opportunity to provide input on the first draft of new vision and goals.

Chairman Briggs, Member Stibitz and President Joynton reported on the highlights of the Michigan Community College Association’s (MCCA) summer retreat. Trustees indicated that sessions with legislators and community college funding were of particular interest. President Joynton indicated that student outcomes is becoming very important to community college funding, as there is a move in the legislature to tie funding to performance.

## Faculty Report

Math instructor Mike Kelley addressed the Board with a statement that faculty are ready to return for the new year. New faculty members Suzanne Weathers, Rick Arbeck and Brenda Kelley spoke to the Board about their backgrounds and qualifications

## Student Report

There was no student report.

## President’s Report

President Joynton asked the Board and the audience to join him in singing happy birthday to Member Wegmeyer whose birthday was August 18, the same day as the regular Board meeting.

President Joynton updated the board on the following topics:

*MCCA summer retreat held in Traverse City* – Joynton spoke about a spreadsheet presented at the presidents’ meeting comparing FY04 revenues per Contact Hour Equated Student among the 28 community colleges. Joynton indicated that ACC was doing about as well as could be expected, given our low property tax income. Joynton indicated that presidents were given fair warning that some version of performance-based funding

## President's Report Continued

would be coming to Michigan, and that community colleges should be prepared for it by FY07.

*Hosting of MCCA Board of Directors on October 7 and 8, 2005* - President Joynton updated the Board on the Michigan Community College Association's directors meeting scheduled for October 7 and 8, 2005, on ACC's campus. Joynton invited all Board members to attend the two-day session and indicated his office would send them a copy of his personal invitation that was sent to all members of the Association.

*Datatel Implementation* - President Joynton updated the Board on the Datatel implementation plan and indicated the general ledger went live on July 1, 2005. Joynton indicated that all demographic student information has now been transferred to the Datatel system and accounts now run off Datatel ID numbers instead of social security numbers. Joynton also indicated the academic program information entry process is presently in progress.

*Marketing Plan* - Public Information Director Jay Walterreit discussed the contents of a draft of the proposed marketing plan presently being developed. Joynton indicated that Trustee Grenkowicz had been instrumental in lending her expertise to the process.

*Distance Education Plan* - President Joynton updated the Board on the Distance Education Plan for the College. Joynton distributed the plan and indicated the implementation of this plan was on course.

*Opening Week Plan* - President Joynton updated the Board on the orientation plan presently in progress for new faculty. Joynton welcomed all Trustees to the opening session scheduled for August 22, in the Granum Theatre, beginning at 9:00 a.m. with Chairman Briggs' comments. Joynton indicated he would follow with a presentation highlighting the elements of the work done at the Board retreat earlier this month.

*Enrollment Report* - President Joynton distributed an enrollment update and indicated, as compared to the same time last year, headcount is up approximately nine percent and credit hours are up approximately six percent. Joynton cautioned that it can't be determined at this point why these percentages are up, and he indicated a purge will take place next week that may lower the percentage of increases. Joynton reported that 20 newly-offered scholarships have been awarded to out-of-district students. Member Gentry asked for the true impact of these scholarships, and he requested follow-up to determine what percentage of those 20 would have come to ACC anyway. President Joynton agreed to provide that comparison at a future meeting of the Board.

*Computer Purchase* - President Joynton updated the Board on the recent purchase of computers authorized at the June meeting, and he indicated the College had been able to

## President's Report Continued

purchase 44 computers as opposed to 40 and had purchased them at \$7,000 less than the authorized amount of \$60,000. Joynton indicated the bid from Gateway for 44 Pentium 4 computers was not the lowest received. Joynton indicated that Dell had also bid at a cost of \$20.00 lower per computer; however, past history showed service received from Gateway had been far superior to Dell. Therefore, due to better customer service, the bid was awarded to Gateway. Joynton reported the additional four computers would be used in the Concrete Tech lab.

Joynton reported the computers purchased for the Huron Shores Campus and the Concrete Tech lab would not be duplicated by anticipated Pathways computer purchases targeted for the renovated computer lab area.

*Harrisville Institute* – President Joynton reported the last meeting held with advisors of the Institute was conducted in January. Joynton indicated that he had placed several calls to various advisors with no response. As a result, he authorized Attorney Karen Bennett to send a letter to the group mentioning other options. As a result of that letter, a call had been received from a member of the advisory group indicating the advisors have been meeting weekly to produce a counterproposal by the end of the month.

### **Action Item**

#### 2.282 Bids: Transportation Services

Moved by member Townsend that the Board of Trustees authorize appropriate College officials to contract with Coastal Charter and Tours, Inc., to provide bus transportation for the College basketball teams and any other bus transportation needs that may arise through the end of December 2005, per the attached, plus a surcharge of five percent to allow for potential increases in fuel. The College will re-bid bus transportation for the remaining months of fiscal year 2006, and the re-bid item will be presented for action at the December 2005 regular meeting.

Ayes: Briggs, Ferguson, Gentry, Stibitz, Townsend

Abstained: Wegmeyer

Motion carried.

### **Information Items**

#### 3.394 Financial Report

President Joynton reported this month's financial report presents a preliminary closing of the FY05 fiscal period (June 30, 2005, report) that states, prior to year-end accruals and

Financial Report Continued

inter-fund transfers for the FY05 period, net assets are \$339,288. This balance represents a drop from the FY04 preliminary net asset balance of \$703,750. Joynton indicated the resulting accruals and inter-fund transfers should significantly improve the net assets currently presented. Joynton indicated it is too early in the audit process to accurately predict the ending fund balances and there are still some unknowns dealing with FY05 state appropriations. Joynton indicated the issues may not be resolved until late September or early October.

President Joynton reviewed the financial report for July 2005 and indicated it showed an improvement of net assets over this period last year. The estimated net asset figures will be used until the audit being conducted by Straley, Ilsley and Lamp, P.C., is concluded and presented to the Board in October.

### 3.395 Personnel Report

The Personnel Report showed four additions/replacements, one resignation, one retirement, and three other.

### 3.396 Gifts and Grants Report

The Gifts and Grants report showed the attached activity.

### 3.397 Special Report: Volunteer Center

Volunteer Center Coordinator Kathleen Bruski provided a slide presentation on the status and success of programs and projects directed by the Volunteer Center. Trustees applauded Ms. Bruski for a quality, concise presentation and thanked her for her work with the ACC Volunteer Center.

### New Business

None

### Suggested Future Agenda Items

Enrollment was identified as being of particular interest for the next meeting of the Board.

### Next Meeting

September 15, 2005

### Adjournment

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Elizabeth L. Spragg  
Secretary of the Board of Trustees

### 3.396 Gifts and Grants Report

ACC Faculty Council	Nancy Grams	Jim and Betty Masters
Alpena Agency, Inc.	Terry and Nan Hall	Masters-LaLonde Shoes
Alpena Alcona Area Credit Union	Lynn Hall	James and Joelyn McCallum
Alpena Boosters Club	A. Harvey and Jenny Hansen	Mike McCourt
Alpena Country Club	Harkins & Karsten	Steve McCourt
Alpena Holiday Inn	Lynn Hall	Frank and Judy McCourt
Alpena News	Deborah Hautau	Jon and Michelle McLain
Alpena Orthopaedic Associates	Heartland Arts Fund	Katherine Meharg
Alpena Regional Medical Center	Avis Hinks	Jason and Kristen Metzke
Alpena Supply Company	Gloria M. Holm	James and Barbara Miesen
James & Andrea Arbuckle	HPC Credit Union	Mark Milostan
Charles & Beverly Attwell	Independent Bank	Larry and Barbara Mink
Bank of Alpena	InsuranCenter of Alpena	Gary Mischley
Baybrook Medical Center	Integrated Architecture	Ron and Joan Misiak
David Beatty	Kelly Jackson	Frank and Patricia Momrik
Micheal Beaufore	Phil Jordan	Jeffrey Monroe
Besser Foundation	Olin and Pat Joynton	Moran Iron Works, Inc.
Black Lake Golf Club	K. Wilson's Ladies Apparel	Timothy Muszynski
Jim & Penny Boldrey	Mike and Anna Kelly	NACAT –Honda Motor
Bob and Helen Bonczyk	Kheder Davis and Associates	Neiman's Family Market
Mark Boyk	Edmund Konieczny	Donald &Deanna Newport
Thomas Bracken	Harry and Verna Koss	Bob and Candy Newton
Tom and Karen Brindley	Susan Kuszajewski	Northeast MI Human Resources Assoc
Lee and Harriett Britton	Don and Sally Kuznicki	Northwood University
Lynn Burrows	Dana LaBar	NTH Consultants, Ltd.
Robert and Nancy Coombs	Lafarge North America - Presque Isle Quarry	Bruce and Patsy Ohmart
Kathleen Dapprich	Lakeshore Plumbing, Heating and Cooling	Elaine and Michael Orr
Robert DeCaire	Jewel Lancaster	Cecilia Peasley
Jim Dembny	Ron Lemke	Donald Peck
Dinosaur Gardens LLC	Steve and Laura Lewis	Jack Petoskey
Jill Dorcey	Lincoln Investment Planning	Lucas&Janet Pfeiffenberger
Marlin Dorr	Max and Vicky Lindsay	Presque Isle Electric and Gas Co-op
Douville Johnston Corps.	Mike Lozon	R.A. Townsend Company
Dennis and Lori Dzieszinski	Fred Lyons	Red Hawk Golf Club, Inc.
Karen and Dave Eller	W. Neil and Pat MacArthur	Randy Repke
Rick and Sharon Engstrom	Nick & Marcy Malmberg	Jane Ritter
S. Jeffrey Felmlee	Marine Market, Inc.	Dell and Sally Robbins
Flowerland Designs, Inc.		Rogers City Country Club
Fraternal Order of Police - Lodge 132		Charley & Judy Rosebush
Vera Genschaw		Don MacMaster &

Tina Rossi  
Elaine Rudolph  
Nathaniel Salziger  
Richard Sanderson  
Sanofi-Aventis  
Pharmaceuticals  
Terry and Jane Schefke  
Gene Schuett  
Mary Schulke  
Dennis & Patricia Schultz  
Susan Seguin  
Sally Shubert  
Skiba Insurance Services  
Mike Slagle  
Gen Slominski  
Roy and Cindy Smith  
Jane Speer  
Bill and Diane Speer  
Darrel and Elizabeth  
Spragg  
Spring Arbor University  
Fritz and Jan Stafford  
Straley, Ilsley & Lamp  
Robert and Mickey Strong

Kendall Sumerix  
Linda and Scott Suneson  
Bev Suszek  
Dick and Lori Sutherland  
Andrew Tarkington  
Jenny Tessmer  
The Forst Foundation  
The Headache & Pain  
Center  
The Medicine Shoppe  
The UPS Store  
Larry and Mary Jane  
Thomson  
Thunder Bay Accounting  
Thunder Bay  
Manufacturing  
Thunder Bay Urology  
Fred and Phyllis Tippman  
Tom and Rande Prieur  
Susan Twite  
Melissa Van Wagoner  
Viking Marine, Inc.  
Stephen Voss  
Vulcan Systems, Inc.

Laurie Wade  
Jay Walterreit  
Wenzel, Bennett &  
Kowalski, P.C.  
Werth Development  
Yvonne and Daniel White  
Harry and Betty Whiteley  
Charles and Julie Wiesen  
Coreen and Billy Williams  
Marie Williams  
Thomas Winter  
Jackie Witter  
Shannon Woloszyk  
Women in the Outdoors-  
Alpena Longbeards  
David Zeller  
Zonta Club of Alpena

**TOTAL DONORS: 171**  
**TOTAL GIFTS &**  
**PLEDGES:**  
**\$94,730.00**