

ALPENA COMMUNITY COLLEGE
BOARD OF TRUSTEES
OFFICIAL PROCEEDINGS
October 19, 2006

The Alpena Community College Board of Trustees conducted its regular October meeting on October 19, 2006, beginning at 6:00 p.m. with a workshop hosting new MCCA President Michael Hanson, in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center, 666 Johnson Street, Alpena, Michigan. Regular agenda items were considered immediately following.

Chairman Briggs called the regular meeting to order at 7:05 p.m.

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

Absent: None

Pledge of Allegiance

Chairman Briggs led the Board in the Pledge of Allegiance.

Approval of Agenda

Chairman Briggs indicated the proceedings of the joint Boards meeting, recently sent to the Trustees, would be added to the agenda for approval.

Moved by Member Townsend that the agenda be approved as presented with the addition of the minutes of the September 20, 2006, joint Boards meeting.

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

Motion carried. All ayes.

Approval of Official Proceedings

The minutes of the September 20, 2006, joint Boards meeting and the September 21, 2006, regular Board meetings were approved as presented.

Introduction of Guests and Public Comment

Those signing the guest register were Bruce Johnson, WATZ; Amber McLarney Vesotski, ACC faculty; Jay Walterreit, ACC; Jason Witz, the Alpena News; Scott Mikkelson, ACC Student Senate; Julie Robarge, ACC faculty; Suzanne Weathers, ACC;

Carlene Przykucki, Partners in Prevention–NCAAW Committee; Tim Kuehnlein, ACC faculty; Mike Kelley, ACC faculty; and Kendall Sumerix, ACC faculty.

There was no public comment.

Communication(s)

There was no communication.

Board Member and Subcommittee Report(s)

None

Faculty Report

ACC faculty member Julie Robarge reviewed the activities of the recent Alcohol Awareness Week conducted on ACC's campus. Student Senate President Scott Mikkelson and Partners in Prevention Director Carlene Przykucki also told the Board of the involvement of their respective organizations.

ACC faculty members Tim Kuehnlein and Kendall Sumerix presented information developed by members of the faculty in support of adding new faculty positions. Member Grenkowicz indicated she would like to see information on the demographics and the number of students that would be generated from adding new faculty. Messrs. Kuehnlein and Sumerix invited the Board to hear four-minute presentations from faculty regarding the criteria used in reaching these recommendations.

President Joynton and Chairman Briggs thanked the faculty for the data and the work that was done, and asked that further information and documentation submitted for the Board's review reference the goals and mission of the College.

Member Grenkowicz asked about the physical education academic program. Faculty member Kuehnlein indicated the Wellness Center has qualified personnel who could easily instruct the physical education academic component.

Student Report

Student Senate President Scott Mikkelson told the Board of recent Student Senate activities. Mr. Mikkelson indicated wireless internet for students at ACC could be accomplished for a total cost of \$3,450.00. He also told the Board of plans for a Halloween dance on campus scheduled for October 28.

President's Report

The President's Report follows as it was presented.

1. Spellings Commission Recommendations and Secretary's Action Plan

For the past year and a half, U.S. Secretary of Education Margaret Spellings has been working with her Commission on the Future of Higher Education to produce a report entitled "A Test of Leadership." It marks many strengths in our country's colleges and universities and calls higher education in America "one of our greatest success stories." The report also warns of complacency. It asserts that many Americans do not find their way to higher education because of inadequate high school preparation, confusion about its costs, and failure to grasp its importance. Moreover, many who earn degrees "have not mastered the reading, writing, and thinking skills that we expect of college graduates" and that are essential for America to retain its leadership in the global economy. To make matters worse, "a lot of other countries are educating more of their citizens to more advanced levels than we are."

For these reasons and others, the commission believes that "U.S. higher education needs to improve in dramatic ways" and makes the following recommendations:

- Expand access and success by removing barriers of preparation and cost so that every student, especially every low-income student, has the opportunity to pursue post-secondary education.
- Manage the cost of higher education by restructuring financial aid and improving institutional productivity.
- Move from a culture of reputation to one of performance, including a transparent, consumer-friendly system for weighing and ranking comparative measures of institutional accountability.
- Cause institutions to embrace a culture of continuous innovation and quality improvement of pedagogy, curriculum, and technology (especially in science and math).
- Develop a strategy for lifelong learning.
- Increase federal investment to achieve global leadership in science, engineering, medicine, and other knowledge-intensive professions to propel the next wave of American innovation.

Secretary Spellings has subsequently issued five-point action plan that is based on the Commission's recommendations. After each plan item, *in italics*, are some brief remarks of mine by way of application to our situation at Alpena Community College.

- Align high school standard with college work and expand access to college-prep classes.

The Michigan Merit Core graduation standards and our work surrounding the recent joint board meeting with APS are right in line with this direction.

- Simplify the Free Application for Federal Student Aid (FAFSA) and notify students of their eligibility for aid earlier.

The FAFSA is relatively simple, and it's a big improvement for students and their families to have just one form to fill out. ACC staff offer assistance with the FAFSA. No one can argue with the value of earlier notification; however, sometimes the amount and types of aid available are not known until later (e.g., when Congress determines Pell Grant funding, when donors endow new scholarships, or when the qualifications for either change).

- Create a unit record database to track the progress of students in academic programs.

The need for this database comes about when students transfer, especially when they transfer without graduating, and the schools that contributed to their success are damaged by low indices of completion. The database would be tremendously helpful, especially for community colleges that now are able to obtain data on the success of their former students only sporadically or anecdotally. Unfortunately, there's some pressure against this measure from hyper-vigilant groups that go overboard trying to protect our privacy.

- Provide funds to colleges that record and publish student learning outcomes.
- Move accrediting groups to place greater emphasis on learning.

The last two points underscore the importance of the work of ACC's Student Outcomes Assessment Committee. I will watch for announcements on the funding.

The point of these action steps, according to Secretary Spellings, is to make college more accessible, affordable, and accountable.

The commission included one community college president. The American Association of Community Colleges (AACC) has responded with a brief mixed review of the commission report, lauding the national priority it gives to higher education, the call for increase in need-based financial aid, and its emphases on K-12 alignment, nontraditional students, and tracking transfer students. The AACC faults the report for lending momentum to costly and complex new systems of accountability and transparency, saying that community colleges are already under the microscope and have already embraced a culture of accountability. It also faults the report for under-representing the need for public community college funding (state aid and local taxation).

2. Proven Value of H-1B Courses

The Board has had discussion with H-1B Grant Director Don MacMaster about continuing to offer grant-developed training after the life of the grant, which will end in December of this year. Through the WCCT, revenue for this training is already

coming in. In September, nine students enrolled in the Plant Integration for Concrete Masonry Products course and 17 in the SLC 500 Basics course (an online course on a piece of control equipment), representing \$44,000 of revenue. Other grant-originated courses on the schedule are the Besser Lithibar Cuber course in March and another iteration of the Plant Integration course in May, plus a likely repeat of the SLC 500 course sometime in the winter. Grant-originated courses to be added are those on hydraulics, safety, and executive skills.

All this helps to put the WCCT \$26,249 ahead of budget as of the end of September and to reduce the WCCT deficit from \$326,809 a year ago to \$202,387. (These are unaudited figures.)

In our marketing we use the tagline, 'Discover the value of an ACC education.' As a measure of that kind of value, companies that once received this training for free are now willing to pay for it.

3. NCA Accreditation

The self-study required by the Higher Learning Commission of the North Central Association is progressing well. The work is organized by an 11-member steering committee and distributed through five subcommittees, each addressing one of the five criteria, which go under these broad headings:

- Mission and Integrity
- Preparing for the Future
- Student Learning and Effective Teaching
- Acquisition, Discovery, and Application of Knowledge
- Engagement and Service

The subcommittees are in good shape to meet a November 30 deadline for turning in, for each of the criteria, their

- Assessments of strengths, weaknesses, and recommendations for improvement in college operations.
- Executive summaries.
- Documentation of sources.

During the last accreditation process, the reviewers charged the college to demonstrate a greater integration of planning activities. For example, the work of the Technology Planning Committee needs to be in sync with that of the Curriculum Committee, and both need to be incorporated into the work of the Strategic Planning and Budgeting Committee (the most global committee on campus). To this end, it has been helpful for us to develop a college committee organization chart and adopt reporting protocols for SPBC to receive information from subordinate committees.

The dates of February 25-27, 2008, have been confirmed for the visit to our campus of the review team from NCA.

4. French Immersion Trip Presentation

Instead of taking time during a Board meeting, *La Société Française* elects to invite ACC trustees, employees, students, and the public to a presentation entitled *Paris and the Chateaux* on its trip to France during July 2006. The event will take place on Monday, October 23, at 6:30 p.m. in the Granum Theater. Refreshments will be provided, as well as information on next summer's trip.

5. MCCA Board of Directors Meeting

Trustee Stibitz and I attended a meeting of the Michigan Community College Association Board of Directors on September 29-30 at Gogebic Community College in Ironwood. With the arrival of new MCCA President Michael Hansen, the focus of the meeting was follow-through with a strategic planning initiative announced last July during the Summer Institute in Traverse City. Three weeks before the meeting at Gogebic CC, directors were invited to participate in an online survey on the relative importance of elements of the current MCCA statements of mission, purpose, and philosophy and on the effectiveness of MCCA activities in adhering to those statements. Although both Trustee Stibitz and I participated in the survey, it was disappointing to learn that only about half of the 54 directors responded. The sessions at Gogebic, therefore, served as a useful reality check against the survey results. Facilitator Rebecca Kraus ran us through a lot of "here's what the survey said, now what do you really think?"

Participants validated the elements the current MCCA mission:

- Develop and facilitate a future focused common agenda for the state's colleges.
- Advocate for community colleges among government officials and the state's private citizens by providing leadership on issues affecting community colleges.
- Enable the community colleges to maintain and expand their services to the people of the State of Michigan.

However, they demonstrated a desire for a more concise, memorable statement of mission. For example, one of the nominations read:

- MCCA provides leadership on issues affecting member colleges.

Slightly fewer than half agreed that the organization had been effective in achieving its mission, and over one-third rated it as having little or no effectiveness. This led to several vigorous discussions on how to be more effective. The need for strategic focus was apparent to everyone—hence the criticality of the current planning activity.

How should the MCCA handle state funding positions supported by a majority of colleges but strongly opposed, on “life-or-death” grounds, by some colleges?

Participants reached consensus on the following “rules of engagement”:

- Unanimity on most issues is both possible and desirable so that the organization speaks with one voice. To this end, members will work together in a conciliatory manner.
- MCCA positions must be clearly stated.
- Any member is entitled to advocate a position different from the MCCA majority when it regards the issue as “life-or-death.”
- The MCCA president will uphold the majority position but not oppose the program of dissenting colleges. Minority positions will be respected and members will maintain civil demeanor.

Participants agreed to retain the current statement of philosophy (core principles):

- Community colleges are an integral and vital component of higher education in Michigan.
- Community colleges have a primary role to play in economic development and job training.
- Collective action through MCCA can benefit both member colleges and Michigan citizens.
- Collective support of member colleges will enhance the achievement of their individually defined missions and roles.

Finally, participants worked on elements of a vision for the future of MCCA. Four elements dominated the discussion:

- Effective advocacy.
- Improvement of the image and credibility of community colleges.
- Training for both trustees and presidents.
- Promotion of collaboration, connections, and partnerships.

Next steps in the strategic planning process will be the formation of a committee of six presidents and six trustees to work through the remainder of the calendar year to produce a more refined and polished mission, value, and philosophy statement with an action plan on how to achieve the organization’s goals. Some parts of implementation will begin in January, with formal approval of the new plan expected at the Winter In-service Board of Directors meeting in early February.

6. Benchmarking with IPEDS Data

In order to continue to qualify for federal funding, ACC is required annually to submit data to the Integrated Postsecondary Education Data System (IPEDS), which is operated by the U.S. Department of Education’s National Center for Education Statistics (NCES). ACC has received an analysis back from NCES of data submitted

for the fall semester of 2005, which compares our information to nine other community colleges in Michigan of similar size: Bay de Noc, Glen Oaks, Gogebic, Kirtland, Mid-Michigan, Montcalm, North Central, Southwestern, and West Shore. The report is attached. To summarize, compared to the peer colleges, ACC

- Under-enrolls (especially minorities)
- Over-charges (tuition and fees)
- Under-distributes financial aid to students
- Over-graduates
- Over-spends on students (instruction, instructional support, student services)
- Over-staffs with administrators, faculty, and support staff
- Over-pays faculty

This, of course, is a deliberately provocative way of presenting the summary, and one must immediately insert a number of cautions, beginning with the old line about lies, damn lies, and statistics. Secondly, for some of these factors, like graduation rates, being over is a good thing. Finally, one must remember that relative comparisons are often not even close to the whole truth, or the most relevant truth. The unique factors in ACC's situation have to be kept in mind. That said, benchmarking has its place in our thinking, and this report will enrich the dialogue on how best to achieve the mission and goals of the college.

Action Items

2.338 Bids: Transportation

Moved by Member Townsend that the Board of Trustees authorizes appropriate College officials to contract with Coastal Charter and Tours, Inc., to provide bus transportation needs that may arise during the next 12 months.

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

Abstention: Wegmeyer

Motion carried. Six ayes and one abstention

2.339 Five-Year Master Plan for Capital Outlay 2008-2012

Moved by Member Gentry that the Alpena Community College Board of Trustees authorizes staff to submit the attached master planning documents to the State of Michigan for consideration of capital outlay funding during the period 2008-20012.

Member Townsend told the Board the master plan is completely fluid and is the best view at this time of what we propose to do. It was agreed the plan would be discussed at future Board retreats.

Member Grenkowicz indicated she would like to see job projections for new programs proposed in the plan. She told the Board she would be interested in seeing the bottom line before instituting these programs.

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

Motion carried. All ayes.

Information Items

3.339 Financial Report

President Joynton reviewed the financial report and several questions followed. Trustee Gentry asked President Joynton why institutional administration costs are up. Dr. Joynton told the Board the additional costs were associated with an increase in administrative salaries and an annual maintenance fee for the Datatel system. Dr. Grenkowicz asked Jay Walterreit about the costs associated with the catalog publication and reminded Mr. Walterreit of the agreed upon timeframe for mailing schedules, catalogs, etc.

Personnel Report

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

3.340 Gifts and Grants Report

The gifts and grants report showed the attached activity.

New Business

None

Suggested Future Agenda Items

Member Gentry asked that there be a Datatel report presented at the next meeting of the Board focusing on accountability. Dr. Joynton reminded the Board the Datatel system was not touted as less costly; and in fact, from the beginning there has been no ambiguity concerning additional costs associated with the system.

The secretary was asked to poll Trustees for a time in January for the next Board retreat.

Next Meeting

November 16, 2006

Adjournment

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

Respectfully submitted,

Elizabeth L. Spragg
Secretary of the Board of Trustees

3.344 **Gifts and Grants Report**

Alpena Boosters Club
Alpena New Car & Truck Dealers Association
Hazel Badder
Bay Mfg. Corp.
Besser Foundation
Charles and Connie Blanchard
Thomas Bracken
Tom and Karen Brindley
Cliff Anschuetz Chevy-Olds-Cadillac
Community Foundation for NE MI
Blair Diamond
Bruce and Julie Dietz
Dixon Alpena Ford-Lincoln-Mercury
Joshua Engstrom
Jon Gunderson
Huggler Oil
Independent Bank
J. Michael and Beverly Kearly
Harriett Kelm
Deloris Law
Max and Vicky Lindsay
Marks Foundation, Inc.
Jim and Betty Masters
McCoy Pontiac-Buick-GMC
National City Bank
Donald Newport
John Nowakowski
R.S. Scott Associates, Inc.
Dr. Gerald Skiba
Thompson Sales & Service
Thunder Bay Chrysler Jeep
Thunder Bay Manufacturing
John and Nadine Unkovich
Gary and Sally VanMassenhove
Stephen Voss
Denis J. Walterreit

TOTAL DONORS: 36

TOTAL GIFTS & PLEDGES : \$26,223.16

