

NOTICE OF REGULAR MEETING  
OF ALPENA COMMUNITY COLLEGE BOARD OF TRUSTEES  
666 JOHNSON STREET, ALPENA, MICHIGAN 49707-1495  
989-358-7247

DATE OF NOTICE: October 6, 2005

The Alpena Community College Board of Trustees will meet on Thursday, October 20, 2005, beginning at 7:00 p.m., in the Roger C. Bauer Board Room, 400 Charles R. Donnelly Natural Resources Center, 666 Johnson Street, on the College campus.

Elizabeth L. Spragg  
Secretary of the Board of Trustees

REGULAR MEETING  
ALPENA COMMUNITY COLLEGE BOARD OF TRUSTEES

7:00 p.m. Regular Meeting  
October 20, 2005  
Roger C. Bauer Board Room  
400 Charles R. Donnelly Natural Resources Center  
666 Johnson Street, Alpena, Michigan 49707-1495  
989-358-7247

Volume XXIV

Agenda

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Approval of Agenda
- 4) Approval of Minutes of the September 15, 2005, Regular Meeting
- 5) Introduction of Guests and Public Comment
- 6) Communication(s)
- 7) Board Member and Subcommittee Report(s)
- 8) Faculty Report
- 9) Student Report
- 10) President's Report
- 11) Action Items
  - 2.284 Second Reading of Mission and Goals
  - 2.285 Annual Campus Master Planning Letter
- 12) Information Items
  - 3.402 Financial Report
  - 3.403 Personnel Report

3.404 Gifts and Grants Report

- 13) New Business
- 14) Suggested Future Agenda Items
- 15) Next Meeting: November 17, 2005
- 16) Adjournment

## 2.284 **Second Reading of Mission and Goals**

During its regular meeting on September 15, 2005, the ACC Board of Trustees approved on first reading a new statement of mission and goals for the college. The president has carried out a process of gathering input on the statement from employees and community members. As a result of this process, he recommends only one change in the statement, namely the consolidation of goals under the Community Involvement heading from two to one. This change is shown below.

### The College Mission

*The mission of Alpena Community College is to meet lifelong learning needs by providing educational opportunities through effective stewardship of resources.*

### The College Goals

- (1) Marketing
  - Present and position ACC as a compelling, attractive institution of choice for all learners
- (2) Program Development
  - Achieve excellence in program areas of transfer, occupational/technical, developmental, community and continuing education
- (3) Community Involvement
  - Serve as a primary center for regional economic development, diverse programming, recreational/wellness opportunities, and cultural enrichment
- (4) Culture Change
  - Foster an environment of learning that embraces change, cultural diversity, personal accountability, and global thinking
- (5) Partnerships and Alliances
  - Conduct college business with a view to developing partnerships and alliances to expand learning opportunities

Because the validity of the new statement has been confirmed,

The following resolution is proposed:

That the Alpena Community College Board of Trustees completes its process of adopting the above statement of mission and goals by approving it on second reading.

## 2.285 Annual Campus Master Planning Letter

Every November the State of Michigan requires public universities and community colleges to submit a detailed letter outlining anticipated capital expenditures over the next five years. The expected capital expenditures emanate from a campus master planning process to provide facilities conducive to the achievement of the college's educational mission. State participation in funding is limited to capital projects with clear academic or research purposes and may be used for both new construction and renovation. There is also an emphasis on re-investment in central campuses. On the other hand, state funds may not be used for facilities with significant recreational, entertainment, or community-oriented components. The letter should include supporting material on the college's mission statement, existing and projected instructional programming, staffing and enrollment trends, assessments of current facilities, and implementation processes for the capital improvements.

The projects must also be ordered according to priority. Last year's letter listed the Pathways to the Future projects as first priority. The approval process for these projects is moving forward in the capitol. Last year's second priority item was a \$4 million renovation of Van Lare Hall. Since the submission of material on these projects, planning discussions with Board members, the college architect, and college staff have raised many questions about the wisdom renovating Van Lare Hall. They have brought out much more enthusiasm for the "centers of excellence" concept, in which a set of four or five dedicated facilities for strong current and future programs ring the central complex of buildings north of Johnson Street.

Speaking of priorities, after a retreat in August and input from stakeholders, the ACC Board of Trustees approved on first reading in September a new statement of mission and goals for the college. This new conception of the college's purpose and direction leads to re-thinking the physical facilities that move the organization forward to the fulfillment of its mission and achievement of its goals. Accordingly the main themes driving this year's five-year planning will be

- Retirement of older, dispersed facilities to consolidate the core campus
- Buildings with a twenty-first century look
- Improvement in functionality, safety, and accessibility of classrooms and labs supporting transfer education
- Centers of excellence to strengthen and broaden technical programs
- Venues conducive to partnerships and alliances

Another strong driver of the recent master planning activities is the imperative to regain lost ground in Northeast Lower Michigan. Nowhere in the state is there greater need to improve the economic and educational achievement level than ACC's service area. The area consistently posts the highest unemployment rates and lowest per-capita income in the state, due to a declining industrial base and comparatively modest

infrastructure for tourism. Our increasingly numerous retirees come here to get away from industrial development and crowded cities with stressed infrastructures. The only way out is for ACC to lead the way to a knowledge-based economy for the region.

The higher-education map of Michigan reveals the astounding fact that north of Mount Pleasant, one must travel to the outer reaches of the Upper Peninsula to find a permanent university campus. There's not even a satellite campus of a university whose main campus is elsewhere! No wonder that the educational levels in Northeast Lower Michigan – 11% with associate's degrees, 10% with bachelor's degrees – are only half those of a state that trails the rest of the nation. There's no region in the state with a greater justification for increasing capacity to delivery education and training to develop the workforce. That's why giant strides are needed to overcome the economic and educational deficits of the ACC service region.

In other words, ACC takes very seriously the Cherry Commission's call for every high school graduate to obtain a degree, certificate, or other post-secondary credential. An educated and trained workforce is critical to impel Michigan to the top tier of states that perform effectively in the global economy. Big vision, aggressive action, and substantial transformation of ACC's facilities comprise the only promising strategy to fulfill the potential of Northeastern Lower Michigan.

Consideration of all these forces converged in a master planning meeting at ACC on October 3, 2005; participants were

- ACC Architect Paul Dickinson
- ACC Board Property Committee members John Briggs, Tom Townsend, and Paul Wegmeyer
- ACC administrators Olin Joynton, Tom Ludwig, Roy Smith, and Dick Sutherland

Recommendations emerging from the meeting for the campus master planning letter to the state include the following elements:

1. Abandon \$4 million renovation project for Van Lare Hall contained in last year's letter to the state. Look toward eventual transfer of operations conducted there to a consolidated campus on the north side of Johnson Street. In the interim, provide minimal maintenance and repair for the building.
2. Over the next 25 years, give priority to these new program development areas as candidates for centers of excellence:
  - Nursing and health professions
  - Auto service and auto body expanded into broader transportation programs possibly including aircraft, shipping, and fuel-cell technology for northern climes
  - Expanded university center and/or university satellite campus on college property
  - Four-year concrete tech degree offered through WCCT

- Fresh-water research in partnership with a university and Marine Sanctuary
  - Airport security training in partnership with CRTC
  - Industrial sales, entrepreneurship
  - Engineering
3. Continue to represent the Pathways projects as the first priority for the next five years until legislation authorizing the state portion of funding is passed by the legislature and signed by the governor.
  4. Represent the following centers of excellence as second priority for the next five years:

<u>Item</u>	<u>Estimated Cost</u>
Center of excellence for auto body and auto service. These programs are full and are outgrowing currently assigned space. A new facility would resemble the service department of an automobile dealership.	\$2,500,000
University center of excellence. ACC's current headquarters for the Madeline Briggs University Center, built in 1968 and totaling only 3,565 square feet, supports bachelor's and master's degree programs offered by Spring Arbor University, Northwood University, and Central Michigan University. Negotiations to add Ferris State University and Michigan State University are well underway.	\$4,500,000
Center of excellence for nursing and allied health. The Alpena region demographic clearly indicates growth in the senior sector, and ACC needs to prepare for the increased demand for trained professionals in the health care fields. Nursing is currently located on part of the second floor of the Natural Resources Center with no room to expand.	\$6,000,000
Renovation of heating, air conditioning, plumbing, roofing, flooring, lighting, drywall, masonry, structural, window, acoustical, and ADA-compliance systems in instructional space of Besser Technical Center, Natural Resources Center, and Donald L. Newport Center.	\$4,200,000
Total	\$17,200,000

The proposed locations for these centers of excellence are shown on the accompanying main campus map. The cost estimates are rough, and more precise estimates are being prepared by Mr. Dickinson.

In addition to these projects, Mr. Dickinson has spoken with the president about renovations for satellite locations, beginning with the Huron Shores campus. The college also has an open invitation from Atlanta Community Schools Superintendent Jim Mouch to use former library space in Atlanta High School for a satellite center. Consideration may be given to including these items in the letter to the state.

The state requires that the capital improvement plan be approved by the institution's governing body; therefore,

The following resolution is proposed:

That the Alpena Community College Board of Trustees authorizes the president to submit a campus master planning letter to the State of Michigan containing a five-year capital improvement program as outlined in the four recommendations above.

### 3.402 **Financial Report**

#### Budget/Actual Revenue and Expense

- Tuition revenue as percent of budget is three percentage points ahead compared to last year because of increases in both tuition rate and number of enrollments.
- Salary and fringe expenses are greater than last year by four percentage points because there were three payrolls in September as opposed to two in the prior year.
- Telephone expenses are up by nine percentage points. This is just a matter of timing in the billing cycle of Merit and Verizon.
- Travel and mileage expenses appear up by fifteen percentage points because total amount of budget was cut by approximately \$60,000 and because the mileage reimbursement rate recently went up to \$0.485 per mile.
- Library expenses are up by seventy-four percentage points because of an early purchasing schedule.

#### Comparison of Revenue and Expense

- Note increased tuition revenue of \$117,346.

### 3.403 Personnel Report

#### **Additions/Replacements**

Meghan Cameron

Temporary .6 Math/Science  
Instructor  
(Effective August 22, 2005)

Roger Fitch

$\frac{3}{4}$ -time Automotive Service Tool  
Room Attendant  
(Effective October 3, 2005)

Glenn Helwig

$\frac{3}{4}$ -time Automotive Service Tool  
Room Attendant  
(Effective October 3, 2005)

Kerrie Miller

$\frac{1}{2}$ -time Communication Technician  
(Effective August 19, 2005)

#### **Resignations**

None

#### **Retirements**

None

#### **Other**

None

### 3.404 Gifts and Grants Report

This report reflects the following activity for pledges and gifts received between September 2 and October 5, 2005

A & J Pools & Spas	Max and Vicky Lindsay
A. B. Crow Memorials	August Matuzak
Alpena Alcona Area Credit Union	Stanley and Sue Mazany
Alpena Country Club	James Mazrum
Alpena Ice-Diggers	Mike McMasters
Alpena Kitchen & Hearth	McWilliams Funeral Home
Anonymous Donor	Michael A. Misiak
Applebee's	Timothy Muszynski
Automobile Club of Michigan	National City Bank
Ball Tire & Gas, Inc.	Northeastern Michigan Home Builders
Bank of Alpena	Northern Abstract & Title Agency
Carl Basel	Northwood University
Roger and Mary Jane Bauer	Bernice Oliver
James and Kristin Berles	Pepsi-Cola Company
Boldrey, Senchuk, Rouleau & Williams	Gregg Resnick
Dick Boyce	Mary Schulke
Tom and Karen Brindley	ServiceMaster Home & Office
Cracker Barrel Party & Deli	Mark Shultz
William Dempsey	Roy Smith
Family Enterprise Embroidery Inc.	Charles Smith
First Federal of Northern Michigan	StanSon Floor Covering & Furniture
Fremont Catering	Philip Straley
Eric Gascho	William Talaski
Jacquelyn Granum	The Drug Store
Great Lakes Energy	Kim Thompson
Thomas Grueter	Thunder Bay Eye Care
Mark Grunder	Gerald Timm
Amy Guest	Twin Acres-19th Hole Restaurant
Kathy Hess	James Vedder
John Hoitenga	Wal-Mart
Hospice of Helping Hands	Weinkauf Plumbing & Heating
Gail Houston	White Pine National Golf Club
Shirley Houston	Richard and Audrey Wilson
Huron Distributors, Inc.	Ron Winter
Karpus-Hunter Funeral Home Inc.	William Yahne
Dana LaBar	Zolnierenek Insurance Agency
Lafarge North America - Alpena Plant	
Owen Lamb	<b>TOTAL DONORS: 76</b>
LeFave Pharmacy & Home Medical	
Equipment	<b>TOTAL GIFTS &amp;</b>
Steve Lewis	<b>PLEDGES: \$101,265.29</b>

