

ALPENA COMMUNITY COLLEGE BOARD OF TRUSTEES

OFFICIAL PROCEEDINGS

The Alpena Community College Board of Trustees met for its regular November meeting at 7:00 p.m., in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center, 665 Johnson Street, on the College campus.

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

Present: John Briggs, Joseph Gentry II, Lisa Hilberg, Florence Stibitz, and Thomas Townsend. Marc Ferguson joined the meeting at 7:10 p.m.

Absent: Dr. Judith Grenkowicz

Pledge of Allegiance

Chairman Briggs led the Board in the Pledge of Allegiance.

Approval of Agenda

Member Townsend moved that the agenda be approved as presented.

Ayes: Briggs, Gentry, Hilberg, Stibitz and Townsend

Nays: None

Motion carried. All ayes.

Approval of October 16, 2008, Board Proceedings

The official proceedings of the October 16, 2008, Board meeting were approved as presented.

Introduction of Guests and Public Comment

The following guests signed the official register: Crystal Nelson, The Alpena News; Jane Speer, ACC faculty; Dick Sutherland, ACC VP Administration and Finance; Mark Curtis, ACC VP Instruction; Roy Smith, ACC faculty; Todd Artley, ACC faculty; Tom Kane, Sr., Director, Division Operations, ARMC; Mike Lamb, ACC Student Senate; Bruce Reaume, MEA Financial Services; Craig Ryan, Lafarge; Dan Tuuri, ACC faculty; and Sue Weathers, ACC.

Communication

None

Board Member and Subcommittee Report(s)

Property Committee Chairman Tom Townsend indicated the Subcommittee had met to discuss the five-year Capital Outlay Plan and agreed it's the best plan to date.

Member Stibitz informed the Board of a new five-year vision plan presently being formulated by MCCA.

Faculty Report

Faculty Council President Roy Smith reviewed several activities of the Faculty Council.

Student Report

Student Senate Vice President Mike Lamb told the Board of Student Senate projects recently completed including the sponsorship of flu shots and a blood drive. He also told the Board of the Student Senate's sponsorship of a family through the Christmas Wish program and food donations for students who are in need.

President's Report

The President's Report follows as it was presented.

1. Presentation of Annual Report

With assistance from many quarters on our campus, Director of Public Information and Marketing Jay Walterreit has completed his preparation of the ACC Annual Report covering the 2007-08 academic year. The format lends itself to showing how the College worked on accomplishments directly tied to the mission and goals set by the Trustees. As I like to say, it's a privilege to be held accountable. The Report is presented this evening with a measure of pride in these accomplishments and gratitude to those who have made them happen.

2. Introduction of Eric Magness-Eubank

Eric Magness-Eubank is present this evening to be introduced to the ACC Board of Trustees. He is the new director of the Alpena County George N. Fletcher Public Library. For the last 10 years he has been the director of the Salem Public Library in Indiana. He earned a Masters of Library Service degree from the University of Alabama. He is married to Dr. Karen Magness-Eubank, whom he met at Texas Tech University. She is currently teaching online for the University of Eastern New Mexico. They reside in Alpena.

3. PTA Memorandum of Understanding

Early this month VP Mark Curtis, Director of Nursing/Allied Health Sue Weathers, and I journeyed to Gaylord to sign a memorandum of understanding to start physical therapist assistant instruction the coming fall for residents of ACC's service area. Dr. Curtis is present this evening to summarize the program. Other signatories of the MOU are Macomb Community College, North Central Michigan College, and Otsego Memorial Hospital.

4. Strategic Plan for FY09-11

Board Policy 2002 (passed last year) calls on me to direct a strategic planning and budgeting process of setting objectives and marshalling resources to fulfill the College mission and goals, which are formulated by the Trustees. Objectives associated with the College goals originate with the Strategic Planning and Budgeting Committee, which has recently completed this phase of its work. The objectives shared this evening will give rise to action plans covering the next three years, which will then be prioritized by the Committee in preparation for the budgeting process. The Board will be apprised of these results again during the January retreat, before they are reviewed by the Executive Council and appear as my recommendations with the first reading of the FY10 budget in the May 2009 Board meeting.

5. American Samoa Trip

During November 7-15 I traveled to American Samoa with Marine Sanctuary Superintendent Jeff Gray and ARMC Director Tom Kane. Like Alpena, American Samoa has a marine sanctuary, a hospital, and a community college. The main driver for the trip was interest on the part of LBJ Hospital there to acquire a hyperbaric chamber like the two at ARMC and begin services to residents and visitors, mainly for wound care for the numerous diabetic patients. A secondary purpose would be to treat divers with the "bends."

National Marine Sanctuary chief Dan Basta was instrumental in ARMC's acquisition of one of its chambers, and he ordered the trip because he admires how the three entities collaborate in Alpena. Much of our time was spent in meetings with leaders of the three Samoan entities and other agency officials, with Tom taking the lead on much of the technical and business plan detail on operating a hyperbaric treatment facility.

American Samoa is a territory seized by the U.S. Navy around 1900 in an effort to settle down regional conflict between Germany and Britain. It is distinct from Western Samoa, a separate country just on the other side of the International Date Line. Home to about 66,000 people, its economy is about 40% government, 40%

tuna packing, and 20% other, with many islanders subsisting on fish, fruits, and vegetables like breadfruit and taro that grow wild in abundance. It has a non-voting representative in the US Congress and a locally elected governor who was busily engaged in a run-off election when we were there. Highlights of the trip include:

- A visit to Pearl Harbor and the *USS Arizona* memorial during a layover in Honolulu. We took a boat out to the remains of the *USS Arizona*, lodged in shallow water with her smokestack sticking up a couple of feet above the water. Nearby the *USS Missouri* was moored. It was truly a moving and informative experience to review the struggle and sacrifice that marked our entry into World War II.
- Attendance at a ceremony marking change of command for the National Park in American Samoa. Under a beach-front, stick-framed, grass-thatched shelter, Samoan and National Park leaders traded compliments and drank a beverage prepared as part of the ceremony from roots of the *fawa* plant. Respect is a very significant part of the culture, and it showed.
- Snorkeling in the Fagatele Bay National Marine Sanctuary. We took the morning of Veterans Day to travel by boat to the smallest of the National Marine Sanctuaries – only a quarter of a square mile, compared with Alpena’s 448 square mile territory. Its mission is to conserve a coral reef, which made for some very interesting underwater viewing.
- Learning about the marine science program at American Samoan Community College, regarded by the sanctuary superintendent as the most important component of their partnership.
- Learning much about ARMC’s hyperbaric chamber operations from Tom’s presentations to government and hospital officials.
- Enjoying the excellent food and warm hospitality offered by the Samoan people, along with the beautiful tropical and oceanic vistas. Samoans are very patriotic and proud of their connection with the U.S., while maintaining their own cultural traditions as well.

6. Smoking Policy Review

Alpena Regional Medical Center implemented today the smoke-free status of its entire campus. It deserves commendation for its manner of implementation, with plenty of lead time, smoking cessation help for employees, and good publicity for its employees and patrons. ACC currently permits smoking on campus at several building entrances and otherwise 50 feet away from buildings. I have announced to Trustees, Executive Council members, bargaining unit leaders, and Student Senate members my intent for ACC to follow ARMC’s example and to present to the Board in the near future a proposal to modify current policy accordingly.

Action Items

2.440 Capital Outlay Plan

Moved by Member Townsend that the Alpena Community College Board of Trustees authorizes staff to submit master planning documents to the State of Michigan for consideration of capital outlay funding during the period 2010-2014.

Member Stibitz indicated she did not want the Board to appear to be supporting the use of coal and was concerned about sustainability issues. Member Townsend agreed to amend his motion to remove the words “as described above” in the second sentence of the resolution. With the removal of those words a vote was taken.

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

Nays: None

Motion carried. All ayes.

2.441 403(b) Plan Administration

RESOLVED that the Alpena Community College Board of Trustees (Board) does hereby adopt the MEA Financial Services 403(b) Plan Document for Public Schools (Plan), which will, at all times, conform to the requirements of Section 403(b) of the Internal Revenue Service Code and applicable regulations.

FURTHER RESOLVED that it is the intention of the Board that the 403(b) program will conform with all federal and state statutory and regulatory requirements applicable to 403(b) plans, except that the program set forth above shall not be subject to the requirements of Title I of ERISA because the employer is exempted from such requirements.

FURTHER RESOLVED that the Board authorizes appropriate College officials to act on the Board’s behalf with respect to this Plan, and to take any and all actions necessary or desirable to implement, maintain and administer the Plan set forth above in accordance with the Board’s intentions, and all applicable state and federal laws.

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

Nays: None

Motion carried. All ayes.

3.614 Financial Report

President Joynton told the Board reported state aid revenue is down \$421,000 because of the extra payment we received last year.

3.615 Personnel Report

The Personnel Report showed no additions/replacements; no resignations, no retirements, and no others.

3.616 Gifts and Grants Report

The Gifts and Grants Report was presented as attached.

New Business

None

Suggested Future Agenda Items

None

Next Regular Meeting

December 18, 2008

January 23, 2009, Board Retreat

Adjournment

The meeting was adjourned at 8:08 p.m.

Respectfully submitted,

Elizabeth L. Spragg
Secretary of the Board of Trustees