Call to Order, Pledge of Allegiance, Roll Call
Chairman Lupino called the Regular meeting to order at 6:00 pm and opened with the Pledge of Allegiance. Chairman Lupino welcomed everyone, including future board member, Michael McPherson.

Those present: Mrs. Beals, Mr. Brown, Mr. Burchell, Mr. Fitting, Mr. Kolesar, Mr. Lupino, Mr. Malloy
Those Absent: None
Also present: President Dr. George McNulty, Vice President of Academic Services David Darrow, Vice President of Business Services Chad Lashua, Vice President of Student Services & Athletics Jennifer Sabourin, Glen Guilbault, Roberta Anders, Michael McPherson, Karen Balyeat, Emily Geiger-Dedo, Chenin Limback, Peter McKenna, Serena Mershon-Lohkamp, Karen Ball, Robin Bock, Wendy Hagstrom, and Mariah Partanen, Cole Scheiner, Dennis Mackey, Kari Jacquart, Denver Sharrow, members of the men’s and women’s basketball teams, Josh Sullivan and Steve Peacock.

Report of Secretary
Moved by Mr. Brown, supported by Mr. Burchell, and carried, to approve the minutes of the September 27, 2022 Regular Board Meeting.

Conflict of Interest
None

Institutional Reports

Introduction of Women’s and Men’s Basketball Team – Dennis Mackey and Cole Schreiner
Dennis Mackey, Head Men’s Basketball Coach and Cole Schreiner, Head Women’s Basketball Coach, brought members of their teams to the meeting. Each member introduced themselves. Dennis stated the teams will play at home next Tuesday. He encouraged faculty and staff to attend. Chairman Lupino wished them all the best for the coming year.

Introduction of New Employees
The following new employees were introduced to the board, and each told a little about themselves: Karen Ball, Robin Bock, Wendy Hagstrom, Derrick Jeske, and Mariah Partanen.

GCCAT Presentation – Karen Balyeat, Emily Geiger-Dedo, Chenin Limback, Peter McKenna, and Serena Mershon-Lohkamp
The GCC Assessment Team members provided an update on progress the team has made streamlining the assessment process since GCCAT was established in 2020. Topics included the current schedule for the three tiers of assessment, communication and visibility with the College, methods of reporting, notable successes, and future directions. Board members had various questions for the team.

Grievance Procedure – Dr. Jennifer Sabourin
Dr. Sabourin reported that as a result of our Civil Rights Compliance Review last year, the College is required to officially adopt grievance procedures for Title IX, Section 504, and Title II. Once completed, all such procedures must be disseminated to students, parents/guardians, employees, beneficiaries, and other interested persons through publication in documents such as: student handbooks: employee handbooks, course catalogs, website, newsletters/memorandum, bulletins, and other sources. All names of designated staff shall be updated. The Civil Rights review also requires both Board and Union review.
We are beginning with the Student Grievance Procedure, along with the reporting form, that will be placed on the GCC website for students to access. We will then approach the grievance procedures across GCC so they follow Civil Rights compliance. Once complete, the information will be disseminated to all appropriate parties through publication documents.

Motion made by Mrs. Beals, supported by Mr. Brown, and carried, to accept the Grievance Procedure, as presented.

Note: The board returned to this item later in the meeting under “Other” to make the motion.

Glen Guilbault provided the following update:

- October 19: Chad, Dr. Jennifer and Glen had an Emergency Management meeting with Houghton County Emergency Management personnel. Arranging date for training and regular meetings to identify safety concerns and update safety protocols, along with facilities safety features.
- October 19: Copper Country Mental health visited and gave out information on services, volunteer opportunities, jobs, and gave brief overview of careers and opportunities to PSY 101 classes.
- In process of scheduling other community resources-working on Domestic Violence
- October 20: David and I talked to CTE Education class regarding Dual Enrollment/Early College and degree options at GCC.
- October 20: Pumpkin Carving - Thank you to the students, faculty and staff who are participating in the student events. This was a fun time for all.
- Registration opened this week and I have been scheduling meetings to register students.
- Calumet 5th years November 7 and 8: should be around 30 students.
- November 11 from 11:15am-11:45am: BHK Apprenticeship program recognition - 30 or more participants.
- No food truck: on hold for now.

Dr. McNulty provided the following update:

- Mini-grant activities: Went over various grant requests received. Very successful this year and will be distributing $11,344. Thanked the Foundation and faculty and staff that applied for the grants.
- Unveiling Career Path Pine Tree as first project for Arts & Beautification Circle on Wednesday, November 9 at 4pm. The tree was displayed at Art in the Park over the summer.

None

Mr. Lashua, Vice President of Business Services, presented the September 2022 financial statements. The General Revenue and Expense Summary shows the college budget for FY 2022-2023 and the activity for September 2022. The revenues and expenditures are comparable to the previous year. Maintenance, supplies, rent, utilities, insurance are up slightly while, student aid is down slightly. Revenues and Expenditures both report at 17% of budget, which is the same as this time last year.
The Balance Sheet shows assets and liabilities incurred through September 2022. The comparison between years shows differences in the accounts receivable – tuition & other and cash. September is a quiet month for cash as there is no state aid payment received in the month of September. We have a lower Accounts Receivable amount compared to this time last year. The mutual fund investments in the Foundation recorded a loss in the quarter ending September 30, 2022. Cash shows a significant increase from the previous year, but comparable to what it was two years ago at this same time.

The Statement of Changes in Fund Balance shows the cumulative revenues and expenditures for September 2022. The increase in fund balance is noticeable from the prior year in a few different funds. The exceptions being the restricted fund. Federal drawdowns and third-party billing in October will bring revenues in line with expenditures in the restricted fund. The auxiliary funds are showing positive fund balances with only Mt. Zion showing support needed from the General Fund. The bookstore/Samson Canteen inventory adjustment still needs to occur. The funds are performing well in the large picture, and the College is anticipating a positive fiscal year moving forward. Board members had various questions.

Motion made by Mr. Burchell supported by Mr. Fitting, and carried, to approve the September 2022 financial statements, as presented.

New Business – Consent

Agenda Items – Acceptance of Final Audit

Josh Sullivan and Steve Peacock of Rehmann, who are hired to perform the College audit, presented the draft audit to the board. Steve went through the report and explained it was a clean audit, which is the gold standard. He stated they provide an opinion on the financial statements submitted by the Business Office. Steve and Josh explained multiple sections of the audit to board members and invited questions. Josh thanked the finance team and everyone that helped them throughout the audit.

Motion made by Mr. Burchell, supported by Mr. Brown, and carried, to accept the audit, as presented.

New Business – Consent

Agenda Items – Board Policy Series 627 – Emeritus Policy – First Reading

Dr. McNulty explained that the purpose of Board Policy Series 627 is to honor faculty, staff, and Board of Trustee members for their long-term contributions to the College. Removing the one-year timeline that nomination to Emeritus status can occur and replacing with an annual review of Emeritus nominations is the substantial adjustment to the policy’s procedures.

Motion made by Mrs. Beals, supported by Mr. Malloy, and carried, to approve the first reading of Board Policy Series 627 – Emeritus Policy, as presented.

New Business – Consent

Agenda Items – 2022- 2023 Mt. Zion Rates

Chad Lashua presented the proposed changes to the operating rates for the 2022-2023 Mt. Zion ski season. Mt. Zion runs in the deficit, and we have not increased the season pass for some time. Labor, fuel, and electricity costs have increased. In addition, we have a lower enrollment in the SAM program.

Board members asked various questions and raised concerns about the increases. Mr. Burchell expressed that we should offer an option simply to get students into skiing at a low price point and stated that he felt higher rates would lower demand. Mrs. Beals was concerned that we have this conversation every year and need to let ski area management figure out how to get more students interested.

Mr. Fitting mentioned a possible conflict of interest since he has a ski shop but he is not at a ski hill. The board did not believe this was a conflict of interest.
Motion made by Mr. Beals, supported by Mr. Brown, and not carried, to approve the operating rates for the 2022-2023 Mt. Zion ski season, as presented.

Roll call vote: Beals – Yes; Brown – Yes; Burchell – No; Fitting – No; Kolesar – No; Lupino – No; Malloy – No. motion not carried – 2 Yes, 5 No, 0 Absent.

Motion made by Mr. Burchell, supported by Mr. Kolesar, and carried, to approve the operating rates for the 2022-2023 Mt. Zion ski season, except for Group Lift Rates will remain the same at $20 for Full Day and $15 for Half Day. In addition, the Local Student Rate will be increased from $85 to $95.

Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Yes; Kolesar – Yes; Lupino – Yes; Malloy – Yes. motion carried – 7 Yes, 0 No, 0 Absent.

New Business – Consent Agenda Items – Bid Approval – Snow Removal Service for GCC Parking Lots

Chad Lashua stated that Gogebic Community College seeks bids for snow removal once every three years. The Request for Proposals was advertised and bids were received, which reflect quotes for three years of snow removal services for GCC parking lots.

Mr. Fitting inquired if the parking lot is always plowed by 7am and wondered if a penalty should be added to the contract if it was not. Chad said he was not aware of any problems in the past with this vendor. Mrs. Beals inquired if we have always separated the sidewalks and parking lots into two bids. Chad said that yes, it has been done this way in the past.

Motion made by Mr. Kolesar, supported by Mr. Brown, and carried, to approve the bid from Jake’s Excavating for snow removal service for GCC parking lots in the amount of $465 per episode of plowing for a three-year period, as presented.

New Business – Consent Agenda Items – Snow Removal Service for GCC Sidewalks

Chad Lashua stated that Gogebic Community College seeks bids for snow removal once every three years. The Request for Proposals was advertised and the following bids were received, which reflect quotes for three years of snow removal services for sidewalks.

Motion made by Mr. Kolesar, supported by Mr. Brown, and carried, to approve the bid from Jake’s Excavating for snow removal service for GCC sidewalks in the amount of $175 per episode of snow removal for a three-year period, as presented.

New Business – Consent Agenda Items – Personnel Non-Affiliated Appointment – Student Success Coordinator

Dr. Sabourin reported that interviews were held for the Student Success Coordinator position located at the Cooper Country Center. Matt Laird was selected for the position. His M.S. and B.S degrees in Geophysics from Michigan Tech have allowed him to teach at the college and high school levels. Matt comes to us with an extensive background in working with community resources and outreach to local schools. Matt’s ability to connect with all students at various stages of their lives makes him a strong selection for this position.

Motion made by Mrs. Beals, supported by Mr. Malloy, and carried, to approve Matt Laird for the position of Student Success Coordinator at Grade 5 Step 0 on the Non-Affiliated pay scale, as presented.

Discussion of Strategic Plan –

Dr. McNulty reported that we are starting to move out of the 2023 plan and into the creation of the 2023-2025 plan. Looking to work with team leads to determine what objectives we can move forward and which can be closed out. Formulating a process to move forward with a new plan in the early part of 2023.

Enrollment Management

Dr. McNulty reported that the overall Enrollment Management committee has broken into three sub-groups, each with a focus area: 1) Recruitment to first day of class, 2) Academic Retention and 3) Institutional Retention. Each group will develop and determine priorities.
The overall committee will come back monthly for coordination and communication purposes. Dr. Jennifer added that each group will focus on various priorities related to recruitment and dual enrollment as well as academic development.

**Program Development**

Glen Ackerman-Behr stated the group met on the day of the snowstorm. Discussed what could be offered in the short-term. Welding bootcamp will be offered in evenings starting in November. Anyone can attend and it is for anyone that would like to learn to weld. $400 to participate in the 24 hours of training. See Workforce Development section of GCC website for further details.

Discussed Going Pro Funding Grant Program cycle changes: The big change is there will be two funding cycles instead of one. That program brings hundreds of thousands of dollars to local businesses, with a second funding cycle in the winter of 2023. Put forth all our online offerings and about a dozen short-term offerings to be presented to employers. Hope to see participation from non-traditional students.

Discussed Summer Youth Programs and offerings since it also has to do with Strategic Enrollment Management. In process of developing surveys that will be sent to all junior high students to gage interest and barriers in getting them into Summer Youth programming. Started today since many local counselors were at GCC and the survey was shared with them to get feedback.

Open houses at Skilled Trades Center for Introduction to Basic Manufacturing and Robotics will occur every Tuesday from 5pm-7pm and Wednesdays from 12:30pm-2pm.

**Public Comment on Topics Related to GCC**

None

**Other Business**

Dr. Sabourin requested that the board return to item 4.4 Grievance Procedure to make a motion to accept the procedure.

Mr. Lupino mentioned the ACCT complimentary board workshop and possible topics to be considered and voted on in coming months.

Dr. McNulty asked that the board consider moving the following agenda items up to come under Institutional Reports for future meetings to accommodate staff that are presenting: Discussion of Strategic Plan – Enrollment Management and Program Development. The board agreed.

Mrs. Beals asked that anyone interested in becoming an observer to watch canvassers after the election, the League of Women Voters is doing training. Please contact Mrs. Beals.

**Closed Session**

Moved by Mr. Brown, and supported by Mr. Fitting, that the meeting be moved to Closed Session to discuss matters exempt from disclosure.

Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Yes; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried* – 7 Yes, 0 No, 0 Absent. The meeting moved into Closed Session at 8:06 pm.
Return to Regular Session

Moved by Mr. Brown and supported by Mr. Malloy that the meeting return to Regular Session. The meeting returned to Regular Session at 8:36 pm.

Action in Regular Session: None

Adjournment

Moved by Mr. Brown, supported by Mr. Kolesar, and carried, that the meeting be adjourned. The meeting was adjourned at 8:36 pm.

John J. Lupino, Chairman

Susan Beals, Secretary

Next GCC Board of Trustees Regular Meeting

Tuesday, November 29, 2022 at 6:00 pm – Upper Level of the Lindquist Student and Conference Center.