

GOGEBIC COMMUNITY COLLEGE
Ironwood, Michigan

A Regular Meeting of the Board of Trustees of Community College District of Gogebic County was held on Tuesday evening, September 28, 2021 at 6:30pm in the Upper Level of the Lindquist Student and Conference Center on the Ironwood campus.

Budget Hearing, Call to Order, Roll Call

Chairman Lupino called the budget hearing open at 6:30 pm and opened with the Pledge of Allegiance.

Those present: Mrs. Beals, Mr. Brown, Mr. Burchell, Mr. Fitting, Mr. Kolesar, Mr. Lupino, Mr. Malloy.

Also present: President Dr. George McNulty, Vice President of Business Services Erik Guenard, Vice President of Academic Services David Darrow, Ashley Paquette, Stacy Brey, Miranda Heglund, Kelly Marczak, Maria Sokol, and Roberta Anders.

Vice President of Business Services, Mr. Guenard, gave an overview of the budget report for 2021-2022. He explained the budget is balanced except for the auxiliary fund. Mrs. Beals inquired if all open job positions are accounted for in the budget. Mr. Guenard stated that all are accounted for except for the faculty position that was taken out this year. Chairman Lupino inquired if there will be a need for adjustments a year from now since quite a bit of money included is one-time state funding. Mr. Guenard stated it would be based on various factors. Mrs. Beals commented that the College will start at the same base next year as in 2020. Since there were no further questions, Chairman Lupino declared the hearing closed at 6:37 pm.

Call to Order, Roll Call

Chairman Lupino called the Regular meeting to order at 6:38 pm and opened with the Pledge of Allegiance.

Those present: Mrs. Beals, Mr. Brown, Mr. Burchell, Mr. Fitting, Mr. Kolesar, Mr. Lupino, Mr. Malloy.

Also present: President Dr. George McNulty, Vice President of Business Services Erik Guenard, Vice President of Academic Services David Darrow, Ashley Paquette, Stacy Brey, Miranda Heglund, Kelly Marczak, Maria Sokol, Charity Smith, and Roberta Anders.

Report of Secretary

Moved by Mr. Brown, supported by Mr. Burchell, and carried, to accept the minutes of the August 31, 2021 Regular Board Meeting, as presented.

Conflict of Interest

Chairman Lupino noted that one of the bidders, Angelo Luppino, is not a relative.

Introduction of New Employees

Chairman Lupino stated that new employees were present. Mr. Darrow and Mr. Guenard introduced them to the board: Tammy Carroll, Kristy Dums, Kari "KJ" Jacquart, Kristin Kenny, Peter McKenna, Nicole Mason, Trevor Ploe, Deanna Schwartz, Michelle Wasielewski, and Andrew Wirt. Chairman Lupino thanked the new employees for being at the board meeting and for choosing Gogebic Community College and wished them the best.

Enrollment Report – Miranda Heglund

Miranda Heglund reported that Fall 2021 headcount is 866 students taking 8,968 credits. This represents -3.3% down on both headcount and credits from Fall 2020. GCC had an increase in part-time enrollment compared to Fall 2020. Retention rate for First-time in college students from Fall 2020 to Fall 2021 is 53% for full-time and 61% for part-time. Michigan Reconnect and Future for Frontliners are two new State funded programs this year. During the Fall 2021 semester, we enrolled 56 into the Michigan Reconnect program and 97 enrolled into the Futures for Frontliners program.

Houghton Update – Stacy Brey

Stacy Brey asked if there were any questions regarding enrollment numbers at the CCC. Chairman Lupino stated that it held fairly steady at 4.4% and Calumet is still adding to the numbers in that area. Ms. Brey stated that Ms. Heglund's report also holds true for the CCC and she is seeing many of the same trends. She is now working on the spring schedule. Mr. Jim Halverson visited the CCC and the eSports room is being set up under his guidance. Ms. Brey mentioned that Mrs. Beals had previously asked about food availability at the CCC. Ms. Brey did a brief analysis that will be shared with the board. Mrs. Beals inquired if their Zoom Room is up and running. Ms. Brey affirmed, and said they greatly appreciate the Zoom Room and mentioned it is very impressive.

President's Update – Dr. George McNulty

Dr. McNulty noted that with Mike Hansen retiring at the end of this year, a search for MCCA President is underway and in its final stages. During the Board of Directors meeting in Benton Harbor, MI this Thursday, presidents and trustees will meet and take part in the interview process. There are 3 final candidates.

Dr. McNulty updated the Board on Project Vision. He reminded the group that GCC is in the Project Vision's inaugural cohort, consisting of 10 colleges. This is a National Science Foundation (NSF) Advanced Technological Education (ATE) program initiative designed to help rural two-year colleges discover and match innovative ideas with NSF grant funding opportunities. Over this past year faculty and staff have collaborated with Project Vision mentors to write a competitive grant proposal, which will be submitted prior to October 15, 2021. This has taken significant focus, motivation, and commitment to the project and Glen Ackerman-Behr, Emily Geiger-Dedo, and Serena Mershon-Lohkamp have worked cooperatively and diligently to get to this stage in the process.

Building capacity in STEM programming and workforce endeavors is the overall goal. Sub-components include enhancing and forming industry partnerships, implementing Project-Based learning pedagogy, engaging the community of STEM educators, preparing students for STEM workforce, designing and implementing STEM youth programming, and faculty professional development opportunities.

Dr. McNulty thanked Mr. Jim Halverson, 34 years of service and Mr. Erik Guenard, 16 years of service, for their commitment to GCC, which has been exemplary. Their professional standards are high-level, and they have served as models in their respective areas in terms of the professional success that they demonstrated over the years in giving of themselves to serve mission of the college.

Public Comment on Agenda

Maria Sokol was given a letter to read to the board from Serena Mershon-Lohkamp. The letter was related to the agenda item regarding the proposals for the executive searches. Chairman Lupino thanked Ms. Sokol.

New Business – Financial Reports

Vice President Erik Guenard presented the August 2021 financial reports.

The General Revenue and Expense Summary show the College budget for FY 2021-2022 and the activity for August. In August, the College has posted tuition, which was not posted at this time last year. The revenues are not comparable due to this posting, but the expenditures follow a similar course.

The Balance Sheet shows assets and liabilities incurred through August 2021. The comparison between years shows differences due to tuition being posted in August in the

current year against the prior year where tuition was posted at the start of September. Additionally, the cash is more significant in the previous year due to the funding received by Gogebic regarding State COVID funds for \$546,100 which was a one-time funding item.

The Statement of Changes in Fund Balance shows the cumulative revenues and expenditures for August 2021. The increase in fund balance is noticeable from the prior year in a few different funds. The auxiliary funds have a few funds with positive balances that will be adjusted. The Bookstore/Samsons Canteen will be negatively modified once the inventory of books is written off. The funds are performing well in the large picture, and the College is anticipating a positive fiscal year as we move forward. It should also be noted that the Snack Bar in its prior form is no longer in existence and is now combined as the Samsons Canteen serving students food and also selling instructional materials and merchandise. This combination should serve the institution well into the future.

Mr. Kolesar inquired what the money in the Plant Fund could be used for. Mr. Guenard stated the fund could be used for items such as: major maintenance failure or capital improvement projects on campus. Mr. Kolesar mentioned he would like to see an upgrade to the science labs that will match the labs at the CCC.

Chairman Lupino expressed appreciation for the approximate 180 financial reports that Mr. Guenard has brought forward over the years. He thanked Mr. Guenard for the great job he has done.

Motion made by Mr. Brown, supported by Mr. Fitting, and carried, to approve the August 2021 financial statements pending audit, as presented.

New Business – 2021-2022 Budget Approval

Motion made by Mr. Malloy, supported by Mr. Kolesar, and carried, to accept the 2021-2022 budget, as presented.

New Business – Consent Agenda Items- Request for Proposal – Executive Search for VP of Student Services & Athletics, and VP of Business Services

The College is engaged in an RFP process for the purpose of enlisting the services of an external search firm to support the College in the recruitment and selection of the open positions of Vice President of Student Services & Athletics and Vice President of Business Services. Five proposals were received in response to the RFP submission.

Mrs. Beals stated she was intrigued by Ms. Mershon-Lohkamp's letter and there may be some value in having a conversation. Mr. Malloy agreed and stated that interesting points were raised. Dr. McNulty recentered the discussion to the agenda item as it was written in the board packet. Dr. McNulty stated that it is factual that there are many ways to restructure and that the administrative structure particular to the vice president of student services and athletics was changed last year. The purpose/rationale was communicated numerous times. Surveys were conducted to gain feedback. Dr. McNulty expressed that to take a different course at this point regarding restructuring could take 8-12 months. We are faced with a time crunch, and noted, again, that the structure had been set previously. Ms. Paquette stated the low bid, Public Advisory Group, has never done a higher educational search before. Mr. Lupino mentioned the College previously used ACCT and they were outstanding. Mr. Kolesar mentioned the College had used Pauly Group many years ago. Mr. Lupino requested a summary of proposals from Administration. Mrs. Beals suggested the board hold a special meeting to review proposals and select one.

Motion made by Mrs. Beals, supported by Mr. Malloy to table the executive search proposals for a special meeting, and carried, as presented.

*New Business – Consent
Agenda Items- Fall 2021
Adjunct Faculty List*

Mr. Darrow provided a list of adjunct faculty who are instructing for fall 2021. Mrs. Beals asked what the ratio of adjunct to full-time faculty is. She mentioned what had previously set GCC apart was the number of full-time faculty we had, making us outstanding among community colleges. Mr. Darrow stated it was a bit skewed now and he hopes to hire for social sciences for winter since there are a number of open spots they are exploring. Ms. Heglund will send an answer regarding this to Mrs. Beals since she has been working on it with HLC. Ms. Sokol has been very helpful with that as well. Mr. Darrow has met with MAHE a couple of times looking at needs and what our priority is for hiring and replacing full-time faculty. Mr. Lupino asked if the faculty being approved tonight had met HLC requirements. Mr. Darrow affirmed they are all credentialed. Mrs. Beals inquired if the ratio affected our HLC accreditation. Mr. Darrow stated that yes, it can.

Motion made by Mr. Brown, supported by Mr. Malloy, and carried, to accept the fall 2021 adjunct faculty list, as presented.

*New Business – Consent
Agenda Items – Local
Strategic Value Best
Practices Resolution*

Mr. Guenard explained the Governor requires this report annually, and many categories have been updated. This report gives the College the opportunity to share assets with the community. The College exceeds all categories.

Motion made by Mrs. Beals, supported by Mr. Kolesar, and carried, to accept the Local Strategic Value Best Practices Resolution, as presented.

*New Business – Consent
Agenda Items – Five-Year
Campus Master Plan*

Mr. Guenard presented the updated Five-Year Campus Master Plan, which sets the stage for capital outlay items.

Motion made by Mr. Malloy, supported by Mr. Brown, and carried, to accept the Five-Year Campus Master Plan, as presented.

*New Business – Consent
Agenda Items –
Foundation Donation
Agreement*

Ms. Marczak shared that Bryan Mussatti and Anita Mahler would like to donate two (2) parcels of real property located in the Township of Bessemer. The property is 79.4 acres of forestland and was originally part of the Mussatti homestead and the family would like to see this land utilized by Gogebic Community College for educational purposes, primarily by the Forestry Technology program but also by any other disciplines that the College deems beneficial. The Property may also be used by the College for the harvesting and sale of timber.

Motion made by Mrs. Beals, supported by Mr. Malloy, and carried, to accept the donation with pleasure, thanked the family for this generous donation, and to accept the Foundation Donation Agreement, as presented.

*New Business – Consent
Agenda Items – Bids for
Trades Home Property
Clearing & Driveway
Install*

Mr. Guenard reported that the construction of the trades home is occurring on Mt. Zion Drive. The College sought bids to install a driveway and clear the area for the home to be built. Mr. Guenard signed the low bid by Angelo Luppino, as allowed under Board Policy 508 for emergency purchases to prevent disruption of programs.

Motion made by Mr. Kolesar, supported by Mrs. Beals, and carried, to accept the low bid by Angelo Luppino, as presented.

*New Business – Consent
Agenda Items – Bid for
Equipment to Develop
Mechatronics Workforce
Development Program*

Mr. Guenard stated that GCC's Workforce Development office has been working directly with local and regional industry to determine their training needs. The responses received point to Mechatronics and robotic training. ATS Midwest, a sole source supplier, has been determined to provide a top notch education to meet the needs of industry. Vendor specific items from Amatrol and FANUC are necessary to provide state-of-the-art training and industry-specific training to educate our stakeholders in the U.P. and upper Wisconsin. This software and equipment will provide a course in a multi-course design. The College is

plans to develop additional courses to provide a holistic approach to Mechatronics training. Glen Ackerman-Behr is working cooperatively with several organizations to provide funding for training and potential additional equipment purchases.

Mrs. Beals inquired where this will be located. Mr. Guenard stated it will be located in the Skilled Trades Building and some equipment can be transported to the Copper Country Center. Mrs. Beals wondered if there would be stackable credentials. Mr. Guenard explained this is not for credit but there are industry-recognized, stackable credentials. Mr. Darrow added there is a series of workplace certificates they can get that are stackable. From the industry standpoint there are 4 courses: Course 1 Basic Operations, Course 2 Advance Operations, Course 3, Robot System Operations, and Course 4 Networking & Data Analytics .

Mr. Kolesar wondered what companies in this area that would utilize this. Mr. Darrow mentioned that he believes Glen received the initial request from Ironwood Plastics. Other committed industry partners are: Westfall Technik, Burton Industries, Lakeshore Systems, Waupaca Foundry, UP Michigan Works, GOISD, and MiStem Network. Other highly interested partners are: Bretting Manufacturing in Ashland, Precision Tool & Mold, Ottawa Forest Products, Bessemer Plywood, Boss Snowplow, Hurley Public Schools, Snow Country, and Columbia Products.

Mr. Kolesar commented there is not another lab like this in the area. Mr. Darrow stated that he believes MI Tech would be the closest one. Mr. Malloy mentioned they have a master's degree program that combines robotics and welding and we could start laying a foundation for an associates degree program. Mr. Darrow said he had spoken with Ms. Sokol and the HLC process would take a while. The immediate idea is the workforce development. The thought is to initially offer a certificate and then in a year or two offer an associates degree for academic credit, but we would have to hire qualified faculty full-time on our staff at that point to do what is needed for HLC requirements. Mrs. Beals asked regarding on-going costs. Mr. Darrow stated the ongoing costs would be consumables, just as in other programs such as welding, building trades, automotive, and cosmetology. Mr. Kolesar asked if MI Works will pick up the costs and Mr. Darrow stated that we are working on a number of grants. Industry partners very often will work with employees to assist with tuition. Mr. Malloy commented it is a very interesting program.

Motion made by Mr. Malloy, supported by Mrs. Beals, and carried, to accept the bid by ATS Midwest, as presented

*New Business – Personnel
Items – Non-Affiliated
Staff Resignation – Vice
President of Business
Services*

Dr. McNulty reported that Mr. Erik Guenard has submitted his letter of resignation effective September 30, 2021. Mr. Lupino stated it has been a real pleasure working with Mr. Guenard for 16 years and GCC was very fortunate to have him here and everything he did was always in the best interest of the College. He wished Mr. Guenard good luck in his new position. Mr. Guenard expressed he appreciated the opportunity to work and grow at GCC.

Motion made by Mr. Malloy, supported by Mr. Brown, and carried, to accept the resignation of Mr. Erik Guenard at his request effective September 30, 2021, with a major thank you, and to search for a replacement, as presented.

*New Business – Personnel
Items – MAHE Faculty
Retirement – Computer
Information Technology*

Mr. Darrow reported that Mr. James Halverson has submitted his letter of retirement effective May 31, 2022 after 33 years of service to GCC. Mr. Halverson began teaching at GCC in the fall of 1988 and has taught a wide variety of courses in the CIT program. He also assisted with many facets of instructional technology and is the GCC eSports coach, which had 2 national championship runners up trophies last year. Mr. Darrow expressed that Mr. Halverson is a wonderful person, shared some memories, and said he will be missed.

Chairman Lupino agreed that Mr. Halverson will be missed, and it will be difficult to replace him. Mr. Burchell inquired about the specifics of Mr. Halverson's letter of resignation and Mr. Darrow shared that the posted position will still be CIT but will shift the focus. He also stated that Mr. Halverson is part of the DNA of the College.

Motion made by Mrs. Beals, supported by Mr. Fitting, and carried, to accept the retirement of Mr. James Halverson effective May 31, 2022, thanking him for his many years of service and dedication to the College, and to begin the search for a new computer information technology instructor, as presented.

*New Business – Personnel
Items – Student Outreach
Specialist -- Reposting*

Mr. Darrow explained that GCC is seeking a reposting of the Student Outreach Specialist position from full-time to part-time at 80%. The College has worked with the MESPA union to come to an agreement with the reflected changes in status.

Motion made by Mrs. Beals, supported by Mr. Malloy, and carried, to approve the change from full-time to part-time status and to immediately repost the revised Student Outreach Specialist position, as presented.

*Discussion of Strategic
Planning*

Dr. McNulty stated he had updates from Ms. Miranda Heglund and Ms. Beth Steiger regarding the Strategic Plan:

- Monthly Team Lead meetings have ramped up with the start of the new semester. These meetings serve as check-in points to answer questions or concerns and ensures the teams do not run into any roadblocks with their progress.
- Beth and Miranda have been working with Kari Klemme in Marketing on putting together the Strategic Plan Annual Update publication. This will be printed and available at the next board meeting (possibly sooner).
- Some of the initiatives from the plan are moving into implementation stage, which is very exciting, and will be highlighted in the Annual Update publication.
- Beth and Miranda have been communicating with new staff and faculty to bring awareness of the Strategic Plan and to also recruit new team members.
- Beth and Miranda have begun training in the new software system (Watermark) which will be used to track the Strategic Plan.

*Public Comment on
Topics Relating to GCC*

None

Other Business

Mr. Kolesar commented that every nursing student in our program should understand that a choice not to get a COVID vaccination may have consequences. If they do not get vaccinated, they may not be able to get a job as a nurse. Some nursing students may have to choose another field if they do not choose to get vaccinated, unless they have special health concerns or risks. Mr. Malloy agreed wholeheartedly.

Adjournment

Moved by Mr. Brown, supported by Mr. Malloy, and carried, that the meeting be adjourned. The meeting was adjourned at 8:24 pm.

John J. Lupino, Chairman

Susan Beals, Secretary

*Next GCC Board of
Trustees Regular Meeting*

Tuesday, October 26, 2021 at 6:30 pm – Upper Level of the Lindquist Student and Conference Center.