

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, October 27, 2020 at 4:30pm via Zoom.

Budget Hearing, Pledge of Allegiance, Roll Call

Chairman Lupino called the budget hearing open at 4:30 pm and opened with the Pledge of Allegiance.

Those present: Mrs. Beals, Ironwood, MI; Mr. Brown, Bessemer, MI; Mr. Burchell, Ironwood, MI; Mr. Fitting, Ironwood, MI; Mr. Kolesar, Ironwood, MI; Mr. Lupino, Ironwood, MI; Mr. Malloy, Ironwood, MI

Also present: President Dr. George McNulty, Vice President of Business Services Erik Guenard, Vice President of Student Services Jeanne Graham, Vice President of Academic Services David Darrow, Kelly Marczak, Stacy Brey, Marc Madigan, and Kari Klemme.

Vice President Business Services Erik Guenard gave an overview of the budget report for 2020-2021. He explained the budget is balanced and he thanked faculty and staff for lowering expenditures. Being no further discussion, Chairman Lupino declared the hearing closed at 4:42 pm.

Call to Order, Roll Call

Chairman Lupino called the Regular meeting to order at 4:43pm 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 Student Services Jeanne Graham, Vice President of Academic Services David Darrow, Kelly Marczak, Stacy Brey, Marc Madigan, and Kari Klemme.

Report of Secretary

Moved by Mr. Brown and supported by Mr. Burchell to approve the minutes of the September 29, 2020 Regular Board Meeting. Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Yes; Kolesar – Yes; Lupino – Yes; Malloy – Yes.

Motion carried – 7 Yes, 0 No.

Conflict of Interest

No conflict of interest of board members on agenda items was brought forward.

*Institutional Reports –
Foundation Update – Kelly
Marczak*

Kelly Marczak reported that Charlene Newhouse has been awarded Foundation emeritus status for her dedication and work to support GCC. The Foundation is working to recruit new members, including representation from the Houghton area.

The Foundation annual fund drive will be coming in the near future. This will be the largest fund-raising effort due to other events being cancelled due to COVID-19. The goal is for 100% participation from Board of Trustee and Foundation Board members. Ms. Marczak is also working to increase faculty and staff participation in the fund drive.

The Foundation recently approved \$25k in student scholarship awards. Faculty and staff mini-grant requests totaling over \$12k were also approved and awarded. Those requests not awarded will be funded through internal funding.

*Houghton Update – Stacy
Brey*

Stacy Brey reported all classes in Houghton are currently running in-person. Students have the option to attend virtually or in-person.

The 2021 Spring Semester schedule is ready and the CNA academy has a fully registered class. Upon completion of the program, students are able to fill positions in the community.

President's Update – Dr. George McNulty

Ms. Brey explained GCC has entered into the second year of an agreement with the Houghton area ISD for an early childhood education program, and currently has 14 students enrolled, which is double the number from the previous year.

Dr. McNulty thanked the GCC community for quickly adapting to the enacted two week cool down period on the Ironwood campus. Once again, the faculty and staff adjusted to this most recent modification. In particular, he highlighted Jeanne Graham's good work. Jeanne has worked tirelessly to adapt to the numerous measures associated with responding to COVID. This continues to be a true test of leadership and many people throughout the GCC community have stepped up to the challenge.

Jim Halverson was nominated for, and accepted membership on, the NJCAA Esports Advisory Committee along with five other coaches from across the United States. The purpose of this committee is to advise and council the Board of Directors and the National Office to ensure the highest levels of quality and integrity in their operations.

Dr. McNulty thanked the Business Office, IT and Financial Aid for their diligence and attention to detail in completing the audit successfully. The auditing firm, Rehmann, performed their job well and provided solid support throughout the process.

Dr. McNulty reported that a number of faculty and staff will be attending a seminar on inclusive leadership which will be presented by Jennifer Kuklenski. She is an associate professor at Northland College and an adjunct at GCC. Inclusive leadership is emerging as a critical and valuable skill that helps organizations reap the benefits of diverse customers, markets, and talent. In this seminar, participants strengthen their diversity competency and ability to make all team members feel valued.

John Lupino expressed this thanks to all faculty and staff, on behalf of the Board, for all the efforts during this time of COVID.

Public Comment on Agenda

None

New Business - Financial Reports

Vice President of Business Services Mr. Erik Guenard presented the September 2020 financial statements. He explained tuition and fee revenue is less than the prior year, due to lowered enrolled. Winter intercession was not built into the financial reports the prior year, but would be included this year. Monies collected from the State of Michigan from COVID-related purchases will be collected in October. Maintenance expenditures are higher this year due to COVID spending.

The Balance Sheet is correlating well from the prior year. The Statement of Changes reflect the college is taking in less this year, but also have reduced institutional expenditures. A decline in enrollment and COVID have had large impacts on the Auxiliary Fund. Less students on campus means less spending in the Courtside Café and the Bookstore. Mr. Guenard explained he would bring forward recommendations to keep on a good track for the remainder of the year.

Motion made by Mr. Malloy and supported by Mr. Burchell to accept the September 2020 financial statements. Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Yes; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried – 7 Yes, 0 No.*

New Business – 2020-2021 Budget Approval

Mr. Guenard expressed to the Board that his biggest concern is the General Fund at this time, but reiterated the College is positioned well this year.

Motion made by Mr. Kolesar and supported by Mr. Malloy to accept the 2020-2021 budget, as presented. Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Yes; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried – 7 Yes, 0 No.*

*New Business – Consent
Agenda Items – Disposal of
Surplus Property*

Mr. Guenard explained updates are needed to classrooms. There is a surplus of desks dating back to the 1970s, and the College would like to offer them to community members for free.

Motion made by Mrs. Beals and supported by Mr. Malloy to declare the lot of 50-60 older single desk units as surplus property, as presented. Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Yes; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried – 7 Yes, 0 No.*

*New Business – Consent
Agenda Items – Winter
Intercession Tuition Rates*

Vice President Darrow reported the College would be providing winter intercession classes to students for the second year. Nine classes will be offered following the Michigan College Online Reciprocity Agreement at a flat rate of \$180 per credit hour. Mr. Lupino thanked administration for implementing this program.

Motion made by Mr. Kolesar and supported by Mr. Brown to accept the winter intercession tuitions rates, as presented. Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Yes; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried – 7 Yes, 0 No.*

*New Business – Consent
Agenda Items – Acceptance
of RFP for Engineering
Services for Trail Bridges*

Dr. McNulty explained to the Board that bridges on the 1.8k trail located between the base of Mt. Zion and Slade Road in Ironwood Township need restoration, due to flooding in 2016. This represents an investment in the offerings of GCC, which would enhance the area's trail infrastructure system. The restoration of the bridges is vital to the trail's visibility and accessibility.

Mr. Kolesar suggested the work be done during normal work hours to avoid additional costs.

Motion made by Mr. Malloy and supported by Mr. Brown to accept the RFP for bridge design and permitting for \$4995.00, the bridge topographic survey for \$1950.00, and easement survey for \$1100.00 from Coleman Engineering, as presented. Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Yes; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried – 7 Yes, 0 No.*

*New Business – Consent
Agenda Items – Acceptance
of Final Audit*

Josh Sullivan and Kadra Kiercynski of Rehmann, who are hired to perform the College audit, presented the draft audit to the Board. Mr. Sullivan explained they provide an opinion on the financial statements submitted by the Business Office. They explained multiple sections of the audit to Board members and invited questions.

Mr. Guenard thanked Ms. Jen Ahonen, Ms. Marczak, Mr. Marc Madigan, and Rehmann associates for the hard work done on the audit. He also expressed thanks to faculty and staff for working to reduce expenditures.

Motion made by Mr. Brown and supported by Mr. Malloy accept the final audit, as presented. Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Yes; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried – 7 Yes, 0 No.*

*New Business – Personnel
Items – Non-Affiliated Staff
– Supervisor of Mt. Zion
Operations*

Mr. Darrow expressed his excitement to bring former SAM student, Joe Mutter, to fill the open position at Mt. Zion. He explained this position has been open for over a year and Mr. Mutter's wide range of experience will be welcome.

Motion made by Mrs. Beals and supported by Mr. Malloy to approve the hiring of Joe Mutter for the supervisor of Mt. Zion operations, as presented. Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Yes; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried – 7 Yes, 0 No.*

Discussion of Strategic Planning

Dr. McNulty reported the Strategic Planning Committee will be holding trainings for implementation team leads. Participation rates are noteworthy throughout the college, and many faculty and staff have taken on leadership roles necessary to support successful implementation. Great strides are being made on the Strategic Plan.

Public Comment on Topics Relating to GCC

None

Other Business

Mr. Guenard reminded the Board this is Ms. Graham's last Board meeting before her retirement. She has been a great mentor and advocate for students and staff. All Board members thanked Ms. Graham for her service and wished her well in her retirement. She explained she has vacation time, but will be working through the end of the semester.

Adjournment

Moved by Mr. Burchell and supported by Mr. Brown that the meeting be adjourned. Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Yes; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried* – 7 Yes, 0 No. The meeting was adjourned at 5:45pm.

John J. Lupino, Chairman

Susan Beals, Secretary

Next GCC Board of Trustees Regular Meeting

Tuesday, November 24, 2020 at 4:30 pm
Upper Level of the Lindquist Student and Conference Center