

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, July 19, 2022 at 6:00 pm in the Upper Level of the Lindquist Student and Conference Center on the Ironwood campus.

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.
Those present: Mrs. Beals, Mr. Brown, Mr. Burchell, Mr. Kolesar (6:17pm), Mr. Lupino, Mr. Malloy
Those Absent: Mr. Fitting
Also present: President Dr. George McNulty, Vice President of Business Services Chad Lashua, Vice President of Student Services & Athletics Dr. Jennifer Sabourin, Dennis Beaudette, Glen Ackerman-Behr, and Roberta Anders.

Chairman Lupino noted the following item will be removed from the agenda:
6.2.5 Sale of College Property

He also noted there will be the following additions to the agenda:
6.3.7 Non-Affiliated Staff Resignation – Cosmetology Instructor
6.3.8 Non-Affiliated Staff Resignation – Cosmetology Instructor
6.3.9 MESPA Staff Resignation – Administrative Assistant to the Director of Allied Health

Report of Secretary

Moved by Mr. Malloy, supported by Mr. Brown, and carried, to approve the minutes of the June 28, 2022 Regular Board Meeting.

Conflict of Interest

None

*Institutional Reports
President's Update – Dr.
George McNulty*

Dr. McNulty provided the following update:

- Greenhouse update: This is a collaboration with the GOISD and is related to an RFP issued by GOISD to move the greenhouse to GCC property. There was a mandatory pre-bid meeting and only one company was in attendance. The company owner is also a GCC instructor, Dennis Beaudette. Administration was approached with the proposition that the instructor bid on the project and also include it as a learning portion for the upcoming year. This will fit in with curriculum needs as new students will be able to view the groundwork and basics of construction and later in the year, when unable to work outside due to weather, they would transition to the spec home for the finish work. The intent is to list the spec home for sale this winter. The one bidder, Dennis Beaudette, could perform the work as a business with both college and high school students, or perform as a business and offer no learning for students for the greenhouse project. The administration would like to inform the company employee that GCC is interested in a partnership. This will save costs for the GOISD, provide learning opportunities for students and also provide the ability for a greenhouse instructor. Dennis Beaudette was invited to the meeting.

Dennis discussed how it could be addressed and board members had various questions. He asked if the board backs this suggestion to perform the work as a business with learning outcomes for students prior to his company submitting the proposal to the GOISD on Monday, July 25, 2022 at 11am. Board members noted this would help the high school and college students, fulfills a lot of needs and it is not a GCC decision; it is the GOISD's decision. Chairman Lupino asked if there were any objections by the board. There were no objections.

- Houghton Update: Navigating Stacy Brey's transition. Thanked the VPs for meeting at the CCC last week. Glen Guilbalt is advising and registering students. CNA class for July is up and running. The Director of Off-Campus Operations position has been posted since last month.
- The Lieutenant Governor was here on Saturday and it was a productive visit. Toured campus on a strict time schedule. Specific areas were highlighted and then went to the Skilled Trades Center. Thanked everyone involved with coordinating and attending the visit.

*Public Comment on
Topics Relating to GCC*

Chairman Lupino, with permission from the board, requested that anyone with a public comment in the future to please use the podium provided by GCC to preserve decorum. This is in response to public comment made last month and he requested this go on record.

*New Business – Financial
Reports*

Mr. Chad Lashua, Vice President of Business Services, presented the June 2022 financial statements.

The General Fund Revenue and Expense Summary shows the college budget for fiscal year 2021-2022 and the activity through June 30, 2022. The revenues and expenditures are in-line with the budget and comparable to the previous fiscal year. The spring semester tuition and fees have been posted in both the current year and previous fiscal year. Revenues are at 98% of the budget, while expenditures are at 96% of the budget in the current year with a net revenue of (\$499,084).

The Balance Sheet shows assets and liabilities incurred through June 30, 2022. The accounts receivable – state aid is recorded in both the current and previous year and is comparable. The Accounts Receivable Tuition and Other balance is comparable to the previous year. Accounts Payable is lower than what it was this time last year. The financials present a stable position at the end of June 2022.

The Statement of Changes in Fund Balance shows the cumulative revenues and expenditures through June 30, 2022. The General Fund is recording a healthy fund balance. The auxiliary funds are recording negative fund balances for the current year with as increased costs continue to erode profits. Reminder that the Bookstore/Samson Canteen and Campus Suites had lost revenue recorded in the previous year that carried forward in their beginning fund balance amounts. The Snack Bar remains an inactive fund as it has consolidated with the Bookstore/Samson Canteen.

Included is a summary of COVID funding for the college. This report shows the COVID funding by category and line item through June 30, 2022. The columns compare the initial authorization to the amount expensed under each category for each of the three fiscal years so far affected by COVID. The total expense from the three years is compared to the total authorization to show the remaining balance. All student funds have been expensed through the end of February 2022. There has been an automatic extension until June 30, 2023 for HEERF funds, with both the student and institutional portions.

Mrs. Beals had a question regarding the Porkies operation balance outstanding. Mr. Lashua stated we are waiting for a check from the Porkies. We have reached out to the supervisor and have not heard a response.

The board requested another budget workshop in September.

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

*New Business – Consent
Agenda Items – Board
Policy Series 508 –
Addendum to Bidding –
Second Read*

Mr. Lashua stated this is a second reading for Board Policy Series No. 508 – Bidding. The board had various questions. Mr. Burchell stated that he agreed the amount should increase, but he does not agree with the amount shown.

Motion made by Mr. Brown, supported by Mr. Malloy, and carried, to approve the second reading of Board Policy Series 508 – Bidding, as amended.

Roll call vote: Beals – Yes; Brown – Yes; Burchell – No; Fitting – Absent; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried* – 5 Yes, 1 No, 1 Absent.

*New Business – Consent
Agenda Items – Board
Policy Series 511 –
Addendum to Budget
Changes – Second Read*

Mr. Lashua stated this is a second reading for Board Policy Series No. 511 – Budget Changes.

Motion made by Mr. Brown, supported by Mr. Malloy, and carried, to approve the second reading of Board Policy Series 511 – Budget Changes, as amended.

*New Business – Consent
Agenda Items – Board
Policy Series 479 –
Academic
Warning/Probation/
Suspension – First Read*

Dr. Sabourin stated the purpose of the analysis of Board Policy Series No. 479 was to reduce barriers for reenrollment for students. A breakdown of probation, definitions of visiting students and financial aid probation, student responsibility, as well as the process for appeals and readmission is included. The Compliance Committee has reviewed the changes, as presented.

Mrs. Beals asked if there is a way we can promote this change to let former students know we are trying to make it easier to come back. Dr. Sabourin stated we could run a query for those on probation that have not returned, are on suspension, or not currently enrolled and contact them via a letter.

Mrs. Beals stated that we have had an issue in the past with online grades. Students are coming from high schools where they have access to everything online. We have not had a consistent use of online grading. She wondered if there was any plan to resolve this since students complain. Dr. Sabourin said they can work with faculty and the union to emphasize the importance for grades to be posted online more promptly since currently it is up to faculty and what their preference is on how they report grades. Mr. Kolesar wanted to reiterate about reporting grades online since most students are used to seeing grades online. We as an institution purchased Moodle to perform that duty and it is to our advantage to make it mandatory to use this platform. Our expectation should be that all faculty use Moodle and keep it up to date. Students get mixed signals since some classes have grades on-line and others do not. Students should have access to how they are doing at any given time. GCC has stated for years that we are willing to do anything and everything possible to make student successful and so it should be mandatory for grades to be online.

Motion made by Mr. Brown, supported by Mrs. Beals, and carried, to approve the first reading of Board Policy Series 479 – Academic Warning/Probation/Suspension, as amended.

*New Business – Consent
Agenda Items – Board
Policy Series 457 – Grade
Re-evaluation – First
Read*

Dr. Sabourin stated the purpose of the analysis of Board Policy Series 457 was to reduce barriers of successful progress for our students. College readiness, change of academic program, course no longer being offered, and improving grade point average, are all reasons for addressing the adjustment of this policy. The Compliance Committee has reviewed the changes, as presented. Chairman Lupino liked the concept but had questions.

Motion made by Mrs. Beals, supported by Mr. Malloy, and carried, to approve the first reading of Board Policy Series 457 – Grade Re-evaluation, as amended.

*New Business – Consent
Agenda Items – RFP for
Line of Credit*

Gogebic Community College’s Board authorized the solicitation and selection of bids to renew the College’s line of credit. The board process to solicit bids was utilized and Superior National Bank is being recommended at a 2.24% fixed, tax-free rate in the amount of \$1,000,000.

Motion made by Mr. Burchell, supported by Mr. Kolesar, and carried, to approve the line of credit proposal offered by Superior National Bank in the amount of \$1,000,000, with a fixed, tax-free interest rate of 2.24% for one year, as presented.

*New Business – Personnel
Items – Non-Affiliated
Staff Resignation –
Registrar*

Dr. Sabourin stated that GCC is in receipt of a letter of resignation from Kristin Kenney, Registrar effective July 8, 2022. Kristin has accepted a remote student advising position at another institution. The College appreciates Kristin’s time and effort during her time here serving students.

Mrs. Beals stated that in Kristin’s letter she mentioned re-evaluating responsibilities and wanted to know if we have looked at that to be consistent with what we need in this position. Dr. Sabourin said she served in different roles, and it is a challenge to divide those out. We are expecting it to be the same responsibilities. Chairman Lupino asked what percent of time is spent on transfers. Dr. Sabourin will ask Kristin, since she is on contract with us, and get back to the board.

Motion made by Mrs. Beals, supported by Mr. Malloy, and carried, to accept the resignation of Kristin Kenney, Registrar, with authorization to search for a replacement, as presented.

*New Business – Personnel
Items – Non-Affiliated
Staff Resignation –
Administrative Assistant to
the VP of Academic
Services*

Gogebic Community College is in receipt of a letter of resignation from Leah Hagen. Her last day is expected to be August 1, 2022. With board approval, she will transition to the position of Director of TRIO & Accessibility Services for GCC on August 2. She has done an incredible job serving in that role.

Motion made by Mr. Malloy, supported by Mr. Burchell, and carried, to accept the letter of resignation from Leah Hagen effective August 1, 2022 as she transitions to the position of Director of TRIO & Accessibility Services after board approval, with authorization to search for a replacement, as presented.

*New Business – Personnel
Items – Non-Affiliated
Staff Appointment –
Director of TRIO &
Accessibility Services*

Interviews were held for the Director of TRIO & Accessibility Services. Leah Hagen was the selected candidate for this position.

Motion made by Mrs. Beals, supported by Mr. Kolesar, and carried, to approve Leah Hagen for the position of Director of TRIO & Accessibility Services at Grade 7 Step 0 on the Non-Affiliated pay scale, as presented.

*New Business – Personnel
Items – MAHE Faculty
Appointment –
Information Technology
Instructor*

After searching and interviewing several potential candidates, the search committee recommends Yolanda Lozano for the position of Information Technology Instructor with a start date of August 15, 2022. She most recently comes from Albuquerque, NM.

Motion made by Mr. Burchell supported by Mrs. Beals, and carried, to approve Yolanda Lozano for the position of Information Technology Instructor with a start date of August 15, 2022, on the initial step of the MAHE scale, as presented.

*New Business – Personnel
Items – Non-Affiliated
Staff Appointment –
Financial Aid Counselor*

Interviews were held for Financial Aid Counselor. Shannon Anderson was the selected candidate for this position. Shannon currently lives in the Ironwood area, with a decade of experience in the insurance industry. Her background in the insurance and banking industry and serving as an adjunct offers a strong understanding in policy and procedures which are necessary in working in the field of financial aid.

Motion made by Mrs. Beals supported by Mr. Malloy, and carried, to approve Shannon Anderson for the position of Financial Aid Counselor at Grade 3 Step 0 on the Non-Affiliated pay scale, as presented.

*New Business – Personnel
Items – Non-Affiliated
Staff Resignation – Allied
Health Coordinator*

Gogebic Community College is in receipt of a letter of resignation from Kristy Dums, Allied Health Coordinator, effective August 11, 2022. Kristy stated that she has appreciated the opportunity to work at GCC, however, is looking for something new. The College appreciates her time here and her positive attitude.

Motion made by Mr. Brown, supported by Mr. Burchell, and carried, to accept the letter of resignation from Kristy Dums, Allied Health Director, with authorization to search for a replacement, as presented.

*New Business – Personnel
Items – Non-Affiliated
Staff Resignation –
Cosmetology Instructor*

Gogebic Community College is in receipt of a letter of resignation from Nicole Hocking, Cosmetology Instructor, effective August 1, 2022. Nicole has been at the College since 2005 and was a positive and dynamic instructor during her tenure. The College appreciates Nicole's commitment over many years during her time here.

Motion made by Mr. Brown, supported by Mr. Malloy, and carried, to accept the letter of resignation from Nicole Hocking, Cosmetology Instructor, with authorization to search for a replacement, as presented.

*New Business – Personnel
Items – Non-Affiliated
Staff Resignation –
Cosmetology Instructor*

Gogebic Community College is in receipt of a letter of resignation from Laura Erickson, Cosmetology Instructor, effective August 1, 2022. Laura has been at the College since 2009 and delivered quality instruction during her tenure. The College appreciates Laura's commitment over many years during her time here.

Motion made by Mr. Malloy, supported by Mr. Brown, and carried, to accept the letter of resignation from Laura Erickson, Cosmetology Instructor, with authorization to search for a replacement, as presented.

*New Business – Personnel
Items – MESPA Staff
Resignation --
Administrative Assistant to
the Director of Allied
Health*

Gogebic Community College is in receipt of a letter of resignation from Deanna Schwartz, Administrative Assistant to the Director of Allied Health effective August 5, 2022. Deanna stated that the Health Department has extended an offer for her to build a new program that will benefit our community.

Motion made by Mr. Burchell, supported by Mr. Brown, and carried, to accept the letter of resignation from Deanna Schwartz, Administrative Assistant to the Director of Allied Health, with authorization to search for a replacement, as presented.

*Discussion of Strategic
Plan –
Enrollment Management*

Dr. McNulty stated there is a lot going on in enrollment management:

- We have a Mechatronics commercial on TV 6 that has been very well received. Glen Ackerman-Behr has spoken many times about the grant for Mechatronics. It is a program that is up-to-date and flexible for people. It seems to be the wave of the future for community colleges regarding flexibility and short-term training.
- Advancing of IT hire, Yolanda Lozano, who will come in and start making changes to the program. This could have possibilities in the future for micro-credentialing.
- Moving forward with Athletics: A prospective softball coach is being interviewed.
- Improved training specific for adjuncts. For fall semester 2022, Danielle Boyette is finalizing a "build your own course".
- Open Houses are scheduled in Ironwood on August 2 from 11am-2pm and at the Copper Country Center on August 3 from 11am-2pm EST.

The board had various questions regarding new hires and the possible need for a special meeting prior to the August 30 regular board meeting due to this, and also requested an update on basketball recruiting,

Program Development

Update from David Darrow:

- The next meeting for new program development group is scheduled for Tuesday, July 26 where they will do a tabletop exercise on three program areas: academic, continuing education, and community education utilizing the new program criteria.
- Review schedule will be updated regarding the upcoming HLC visit. Chairman Lupino requested that David send notes from this meeting to the board.

Public Comment on Topics Related to GCC

None

Other Business

Mr. Malloy asked for an update regarding moving the weight room to the aerobics room. Dr. McNulty noted that with any movement forward, he will update the board. An idea that could be looked at and talked about would be moving the weight room downstairs to the student lounge. Right now, the plan is to update the current space. The aerobic room will stay as-is.

Mrs. Beals wanted to throw out for discussion if there is any interest in resurrecting the architectural plans to see if we can look at redoing the locker rooms as a special project. The board and Dr. McNulty discussed various ideas. Dr. McNulty suggested having a workshop on this.

Mrs. Beals informed the board that Klassic Kruisers Car Club toured GCC. She thanked Kari Klemme for the tour. The group was very impressed with the facilities.

Mrs. Beals thanked everyone that helped move the heavy tree to the Miner's Park for the Emberlight Festival. She encouraged everyone to get out there and vote for the tree.

Closed Session – President's Evaluation

At 7:33 pm it was moved by Mr. Brown and supported by Mr. Malloy that the Board move into Closed Session to discuss matters exempt from disclosure. Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – A; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried* – 6 Yes, 0 No, 1 Absent.

Return to Regular Session

Moved by Mr. Brown and supported by Mr. Malloy that the meeting return to Regular Session. Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Absent; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried* – 6 Yes, 0 No, 1 Absent. The meeting returned to Regular Session at 8:56 pm.

Adjournment

Moved by Mr. Brown, supported by Mr. Malloy, and carried, that the meeting be adjourned. The meeting was adjourned at 8:57 pm.

John J. Lupino, Chairman

Susan Beals, Secretary

*Next GCC Board of
Trustees Regular Meeting*

Tuesday, August 30, 2022 at 6:00 pm – Upper Level of the Lindquist Student and Conference Center.