

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 26, 2021 at 6:30pm in the Upper Level of the Lindquist Student and Conference Center on the Ironwood campus.

Call to Order, Roll Call

Chairman Lupino called the Regular meeting to order at 6:30 pm and opened with the Pledge of Allegiance.

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

Those absent: Mr. Fitting, Mr. Malloy

Also present: President Dr. George McNulty, Vice President of Academic Services David Darrow, Beth Steiger, Kelly Marczak, Dennis Mackey, Jim VanderSpoel, Kari Klemme, Steve Spets, Adam Little, Kim Zeckovich, Maria Sokol, Charity Smith, and Roberta Anders.

Chairman Lupino noted there would be a change in the board agenda. Stacy Brey was not in attendance this evening and there would not be an update from Houghton.

Moved by Mr. Brown, supported by Mr. Burchell, and carried, to approve the updated agenda without item 4.5, as presented.

Report of Secretary

Moved by Mr. Burchell, supported by Mr. Brown, and carried, to accept the minutes of the September 28, 2021 Regular Board Meeting, as presented.

Conflict of Interest

Mr. Burchell stated that he would like to abstain from discussion of the GCC Home Project since his daughter's home is located next door. This may be a perceived conflict but not a financial conflict.

*Institutional Reports –
Introduction of Men's
Basketball Team
Members—Dennis
Mackey*

Mr. Mackey brought members of the men's basketball team to the board meeting. He thanked the board for having them there and expressed that he is excited and ready to kick off the regular season in less than 2 weeks. Each player introduced themselves to the board along with the assistant coach and a volunteer. Chairman Lupino thanked everyone for choosing to come to GCC. Mr. Kolesar and Chairman Lupino wished them luck and success in the classroom and on the court.

*Introduction of New
Employee – Director of
Financial Aid*

Ms. Candace Henry-Schroder introduced herself as the new Director of Financial Aid. Ms. Henry-Schroder said she's had a warm welcome and everyone has been very helpful.

*Strategic Plan Annual
Report – Beth Steiger*

Ms. Steiger reported they are in year two of the three-year Strategic Plan. This was an annual update to provide information on the great progress they are making. There are three main goal areas: enhancing student experience, expanding academic programming and services, and increasing community and campus engagement. Underneath each of those high-level goals there are a number of various objectives, strategies, and initiatives that everyone has been working on. Highlight of year one: They are very proud of the team, with strong participation across campus. Starting year two: People are very engaged, and they are continuing with progress. She thanked Kari Klemme for her hard work. In year two they will prioritize and focus on the enrollment management plan. Ms. Steiger asked if anyone had questions.

Mr. Burchell asked about the enrollment management plan. Mr. Darrow held a meeting with a revamped team, including Chairman Lupino. They went through the plan and

highlighted what had already been accomplished. The team prioritized 3 items that they would focus on this year: Programming with programming review, the need to streamline data, and COL 100 for high school sophomores in the GOISD. GOISD is sponsoring 50 sophomores to take this course and introduce them to career pathways. It is important to keep dual enrollment students. Last fall 25.1% of our enrollment were high school students and we need to keep them.

Mrs. Beals inquired if there was anything the board can do to help. Ms. Steiger stated that anyone who would like to get involved should contact her or Miranda Heglund. Chairman Lupino thanked her for keeping the board informed.

Foundation Report – Kelly Marczak

Ms. Marczak stated that the Foundation is planning their annual fund drive to take place in November and December. It is their largest fundraising drive and it is even more important this year since they have not been able to have in-person events.

The Foundation has awarded over \$25,000 in scholarships for the fall semester and plan to award an additional \$5,000 before the end of the semester.

They will be closing on the Mussatti land donation on 11/3/2021. This generous land donation from the Mussatti family of 79 acres will be used primarily by our Forestry Program and is also available to other curriculums.

The Foundation is seeking a faculty representative to join the board of directors. Jim Dahlin was their representative and he recently retired. An appeal has been put out to faculty and they will be introducing a new member shortly.

The Foundation is happy to report they were able to fund 100% of the mini-grant applications received from our faculty and staff, totaling \$8,800. This year's recipients include: Digital scales for the Math & Science division at the Copper Country Campus; specimen cabinets for the Science & Biology department at the Ironwood campus, outdoor equipment for students to check out from the Student Welcome Desk to explore our area, Escape Room props for Allied Health collaboration and team building, and equipment for the Building Trades Program. They have additional funds left from our endowments and will be purchasing more items as requested for either campus.

Ms. Marczak also mentioned Art on Campus, which they are excited about. The first project will be putting metal sculptures on the Ironwood campus. It is a collaboration between the Welding Program, the Skilled Trades Program, and the Mechanical Engineer & Design Program. They are looking at Giving Circles to fund these projects to purchase materials and students will work together to build and install the artwork.

Chairman Lupino thanked Kelly for her report and congratulated her for all the great work the Foundation does.

President's Update – Dr. George McNulty

Dr. McNulty discussed the hiring timelines for the two vice president positions. He thanked Ashley Paquette for making this happen in an expedited way. Mrs. Beals inquired: If we do not find a vice president that will excel at both student services and athletics, is this something that can be negotiated on and possibly separate the two. Dr. McNulty stated that we may be able to develop someone with the right skills. If we do not find someone, we may look for other alternatives.

On Monday, November 1 members of the board and Dr. McNulty will be visiting the Copper Country Center in Houghton and they are looking forward to the trip. Mrs. Beals mentioned another event going on that day: MI Leap. Dr. McNulty explained this

program, which focuses on individuals who are dislocated, underemployed, essential workers, living in distressed rural and urban communities, and are economically disadvantaged. This program facilitates education and training programs that will enable job seekers to earn credentials leading to high-skill, high wage, self-sustaining employment. Gogebic Community College will receive over \$60,000 to support programming. Glen Ackerman-Behr, Director of Workforce Development has helped to garner the grant resources and it will be made public that day, as noted. The funding will be utilized to purchase equipment for program development.

September revenues for the state are up \$400 million above the estimate. The School Aid Fund is \$621.5 million more than May estimates. This is looking great with \$2.3 billion in additional revenues available for the current and upcoming 2022-23 fiscal years. MCCA continues to work with policy makers in Lansing to determine how to allocate \$11 billion that is on the state's balance sheets. One idea is to have some funding opportunities for capital projects and a \$250 million community college skills training equipment fund. This is all being discussed and hopefully it will occur since community colleges will benefit greatly from the extra dollars, specifically on the capital outlay since we have numerous projects that we would like to make happen.

Mrs. Beals inquired if the capital outlay would have to be used for something that is already in our Five-Year Master Plan. Dr. McNulty stated that it is still an open question.

*Public Comment on
Agenda & Reports*

None. However, Ms. Steiger mentioned that it is difficult to hear from the audience. Chairman Lupino stated they will look into a solution.

*New Business – Financial
Reports*

Ms. Jennifer Ahonen, Controller, presented the September 2021 financial statements. Chairman Lupino welcomed Ms. Ahonen.

The General Revenue and Expense Summary shows the college budget for FY 2021-2022 and the activity for September 2021. The revenues and expenditures are comparable to the previous year with one exception, the \$546,100 state COVID funds received in the previous year. Maintenance and supplies are down slightly while rent, utilities, insurance and student aid are up slightly. Revenues and Expenditures both report at 17% of budget.

The Balance Sheet shows assets and liabilities incurred through September 2021. 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. Along with the receipt of the one-time payment in the previous year for the state COVID funds, cash shows a significant decrease from the previous year.

The Statement of Changes in Fund Balance shows the cumulative revenues and expenditures for September 2021. The increase in fund balance is noticeable from the prior year in a few different funds. The exceptions being the designated fund and 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 from the General Fund. The bookstore/Samson Canteen inventory adjustment still needs to occur. The Snack bar remains an inactive fund as it has consolidated with the bookstore/Samson Canteen. The bookstore/Samson Canteen and Campus Suites both had lost revenue recorded. The funds are performing well in the large picture, and the College is anticipating a positive fiscal year moving forward.

Mr. Burchell noted that Ms. Ahonen had touched on the CARES accounts receivables in the asset totals and inquired where the CARES money was accounted for. Ms. Ahonen

explained there are a few layers of CARES funding. First, we fully expense the student side before being able to pull out the institutional side of those funds.

Chairman Lupino thanked Ms. Ahonen for the great job she is doing.

Motion made by Mr. Brown, supported by Mr. Burchell, and carried, to approve the September 2021 financial statements, as presented.

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

Mr. Steve Peacock and Ms. Kadra Kiercynski of Rehmann, who are hired to perform the College audit, presented the draft audit to the Board. Mr. Peacock explained this is a draft audit and they do not expect any changes to this document. 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. They explained multiple sections of the audit to board members and invited questions.

Ms. Kiercynski thanked Ms. Ahonen, who has done a lot of work to provide all of the information for the audit. She appreciates Ms. Ahonen's efforts.

Motion made by Mr. Brown, supported by Mr. Kolesar, and carried, to accept the final audit, as presented. Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Absent; Kolesar – Yes; Lupino – Yes; Malloy – Absent. *Motion carried* – 5 Yes, 0 No, 2 Absent.

*New Business – Consent
Agenda Items- Bids for
GCC Home Project*

Dr. McNulty explained that GCC sought bids from local contractors for the GCC Home Project for electric, HVAC and plumbing.

Motion made by Mr. Kolesar, supported by Mrs. Beals, and carried, to accept the three bids for the GCC Home Project, as presented.

Mrs. Beals inquired if there will be a basement, crawl space or a foundation. Mr. Beaudette stated it is a poured slab. It is all framed in and ready with in-floor heat. They are hoping to stay within the projected time frame with the weather changes.

*New Business – Consent
Agenda Items – Bid for
Clearing of Combined
Driveway Access to Three
GCC Properties*

GCC received a bid from Angelo Luppino for clearing for the combined driveway access to three GCC properties.

Motion made by Mr. Kolesar, supported by Mr. Brown, and carried, to accept the bid from Angelo Luppino, as presented.

*New Business – Consent
Agenda Items –
Professional Services
Agreement*

Dr. McNulty explained that GCC is continuing to review projects that meet HEERF III standard regulations aligned with the mitigation of COVID-19 and is collaborating with UPEA "Engineers & Architects" to conduct design services and construction administration and analysis for services noted within the agreement's scope of work. Mrs. Beals inquired about the total price. Chairman Lupino stated it was \$32,100.

Motion made by Mr. Kolesar, supported by Mr. Burchell, and carried, to accept the UPEA Professional Services Agreement, as presented.

*New Business – Consent
Agenda Items – Selection
of Vendor for Redesign of
GCC Website*

Dr. McNulty stated this is an extremely important project and thanked the board and particularly Mrs. Beals along with the group in attendance. This is another example of how HEERF funding can be used. A selection committee worked through proposal submissions for the redesign and development of the GCC website. The decision document summarizing and outlining the selection process was discussed and Modern Campus was

recommended. Mrs. Beals thanked the team for doing a very comprehensive analysis and she felt very confident in the proposal that was chosen.

Mr. Burchell noted the decision document was well done and easy to follow. Ms. Kari Klemme and Kim Zeckovich thanked Mr. Steve Spets for his contribution to this document. Mr. Spets stated the next step is crucial in the design discovery phase. Chairman Lupino thanked Mr. Spets and the committee for the great job they have done.

Motion made by Mrs. Beals, supported by Mr. Kolesar, and carried, to accept the proposal from Modern Campus, as presented.

*New Business – Consent
Agenda Items – Mt. Zion
2021-2022 Rates*

Mr. Darrow stated that Mr. VanderSpoel has proposed changes to Mt. Zion's operating hours and rates for the 2021-2022 ski season. The Schools Program is coming back this year and it is a wonderful addition. Chairman Lupino expressed that he appreciated the addendum that was provided, which goes back to 2010. Mr. Darrow reported that proposed rate increases for the past 2 years were not approved by the board.

Mr. Burchell inquired about the logic behind the increases. Mr. VanderSpoel explained that expenses have gone up and SAM student enrollment is down this year so we must figure out another revenue source. Mr. Burchell would like to keep season pass prices as low as possible for the community and wanted to know what revenue is generated with potential price increases. Mr. VanderSpoel stated it would be \$15,000 to \$20,000.

Motion made by Mr. Brown, supported by Mr. Burchell, to table the current ski rates until next month. Roll call vote: Beals – No; Brown – Yes; Burchell – No; Fitting – Absent; Kolesar – No; Lupino – No; Malloy – Absent. *Motion not carried* – 1 Yes, 4 No, 2 Absent.

Motion made by Mr. Brown, supported by Mrs. Beals, to approve the operating hours and rates for the 2021-2022 Mt. Zion ski season, as presented. Roll call vote: Beals – Yes; Brown – Yes; Burchell – No; Fitting – Absent; Kolesar – No; Lupino – Yes; Malloy – Absent. *Motion not carried* – 3 Yes, 2 No, 2 Absent.

Further discussion continued regarding rates and procedures of the meeting. Mrs. Beals inquired where Mr. VanderSpoel will come up with the additional funds needed. Mr. Burchell stated that it is a small gesture to give back to the community, it is a signature program, and GCC can subsidize the ski hill. Mrs. Beals wanted to confirm that there would be no questions to ski area management when it comes time to transfer general funds to subsidize the program/ski hill operations. Mr. Kolesar stated that last year money was transferred from the General Fund.

Motion made by Mr. Burchell, supported by Mr. Kolesar, and carried, to accept the operating hours and rates for the 2021-2022 Mt. Zion ski season except for the Local Schools Program/Corporate Groups rate which will remain at \$85. Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Absent; Kolesar – Yes; Lupino – Yes; Malloy – Absent. *Motion carried* – 5 Yes, 0 No, 2 Absent.

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

Mr. Darrow explained that for the third year, GCC will hold a winter intersession between the fall and spring semesters. This three-week intersession will be completely online and is meant to attract students from several states to take up to three credits primarily for credit recovery.

The College proposes offering a flat-rate tuition charge of \$185 per credit, which includes fees. Having this rate without fees will simplify the registration and payment for all students who will attend. Because of the brief length of the semester, payment will be due at the time of course registration.

Motion made by Mrs. Beals, supported by Mr. Kolesar, and carried, to approve the tuition rate of \$185 per credit, which includes all fees, for the winter intersession, as presented.

*New Business – Personnel
Items – AFSCME
Appointment*

Mr. Darrow stated that after conducting a search and interviews, the search committee recommends Christopher Bentley for the position of Maintenance Mechanic. Mr. Bentley has years of experience in maintenance, construction, and repair. He earned an associate degree in Business Management from Gogebic Community College and a bachelor's degree in Chemical Engineering from Lake Superior State University.

Motion made by Mr. Brown, supported by Mr. Beals, and carried, to approve the hiring of Mr. Christopher Bentley for the Maintenance Mechanic position, as presented.

*New Business – Personnel
Items – MESPA
Appointment*

Mr. Darrow reported that Monica Ramme, current Administrative Assistant to the Vice President of Student Services, has interviewed and accepted the position of Student Outreach Specialist. Her starting salary will be Grade 2, Step 4 on the MESPA scale.

Mrs. Beals inquired about the transition with two new people being hired in Student Services & Athletics. Mr. Darrow explained that he spends 50% of his time in Student Services and Ms. Ramme will be training the new person when they are hired.

Motion made by Mrs. Beals, supported by Mr. Kolesar, and carried, to approve the hiring of Ms. Monica Ramme for the position of Student Outreach Specialist, and to begin the search for a new Administrative Assistant to the Vice President of Student Services & Athletics, as presented.

*Discussion of Strategic
Planning*

Dr. McNulty thanked the group for getting to this point in the Strategic Plan. He thanked Ms. Klemme for her wonderful design work. He thanked Ms. Heglund and Ms. Steiger for helping to coordinate the Strategic Plan efforts thus far.

*Public Comment on
Topics Relating to GCC*

None.

Other Business

Chairman Lupino stated that enrollment is becoming a bigger issue every year and he would like the board to consider this. He explained that colleges are competing for students and would like the board to consider utilizing an enrollment consultant down the road to assist in enrollment management efforts and to build upon current successes. Enrollment is a challenge not just here, but nationwide and we should explore the possibilities.

Mrs. Beals inquired what an enrollment consultant does. Chairman Lupino explained that Montcalm Community College used an enrollment consultant after dropping in enrollment for many years and had success. Mr. Darrow was at RCCA which had enrollment consultants there who discussed enrollment portfolios. He will try to get this information to Dr. McNulty to pass onto the board. Mrs. Beals stated that she would like to coordinate efforts with the new GCC website as it related to utilizing the website to increase enrollment.

*Closed Session –
Personnel*

At 8:20 pm, a motion was made by Mr. Brown, and supported by Mr. Burchell that the board move to Closed Session to discuss matters exempt from disclosure. Roll call vote:

Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Absent; Kolesar – Yes; Lupino – Yes; Malloy – Absent . *Motion carried* – 5 Yes, 0 No, 2 Absent.

It was determined that the discussion in Closed Session would be tabled until next month with no action taken.

Return to Regular Session

At 8:25 pm, it was moved by Mr. Brown and supported by Mr. Burchell to return to Regular Session.

Adjournment

Moved by Mr. Burchell, supported by Mr. Brown, and carried, that the meeting be adjourned. The meeting was adjourned at 8:26 pm.

John J. Lupino, Chairman

Susan Beals, Secretary

Next GCC Board of Trustees Regular Meeting

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