

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, January 25, 2022 at 6:30 pm 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. Burchell, Mr. Fitting, Mr. Kolesar, Mr. Lupino and Mr. Malloy.
Those absent: Mr. Brown
Also present: President Dr. George McNulty, Vice President of Academic Services David Darrow, Stacy Brey, Jennifer Ahonen, Jackie Franzoi, Kelly Marczak, Kim Zeckovich, Kari Klemme and Roberta Anders.
- Report of Secretary* Moved by Mr. Burchell , supported by Mr. Fitting, and carried, to accept the minutes of the December 21, 2021 Regular Board Meeting, as presented.
- Conflict of Interest* None
- Institutional Reports –*
- TRiO Students –
National Conference on
Student Leadership
Experience* Ms. Franzoi introduced 6 TRiO students who participated in the National Conference on Student Leadership in Orlando, FL. Ms. Franzoi and Jessica Leinon-Novascone accompanied the students, chosen through an essay competition. They shared their experiences and presented a slideshow. Mrs. Beals and Mr. Darrow mentioned that one student should join the Diversity, Equity and Inclusion meetings as a student representative. Chairman Lupino thanked all of them for being here.
- Marketing Update –
Kim Zeckovich and Kari
Klemme* Ms. Zeckovich and Ms. Klemme gave a marketing update and discussed the new initiatives they are working on. These included TV and radio ads; expanding brand recognition with billboards, college fairs, and digital ads; SAM Program initiatives; breaking down barriers; social media reach comparison; and the LSCC Welcome Desk. New Initiatives such as website redesign, mascot development, and the GCC digital sign. Chairman Lupino thanked them for the presentation.
- Houghton Update –
Stacy Brey* Ms. Brey stated she is very thankful to the Ruppe Foundation for the unrestricted gift that was received for the upcoming year. The Copper Country Center has been able to add many projects and items throughout the years, which focus on instructor’s needs or ideas, areas to improve for the student, any divisional needs or technology. She asked for any input at any time. They are in week 3 of spring semester and it is moving along smoothly. The Zoom Room has been extremely useful for hybrid classes and the ones they join with the main campus. They would like to look at this on a smaller scale for other rooms. Chenin Limback and Ms. Brey are representatives for the College on the MI ACE Women’s Network. In an effort to bring awareness to students, they will be promoting in March: Women’s History Month and National Reading month.
- Foundation Update –
Kelly Marczak* Ms. Marczak is happy to receive another \$10,000 grant from the James Ruppe Foundation as an unrestricted gift to the Copper Country Center. They also received a \$10,000 gift from Portage Health Foundation. This gift funds four \$2,500 scholarships for students from the Copper Country who are enrolled in our Allied Health Program.
- There are 2 new annual scholarships starting. One is in memory of Philip ‘Bud’ and Angeline Nelson that local family started for their grandparents, and the other is in memory of Dean Pearson, who worked in the GCC automotive department many years

ago. Also, a new endowed scholarship was established by Ashland Industries in memory of Bob Eder in the amount of \$26,000. Still working on the details.

Ms. Marczak is happy Dr. Maria Sokol has joined the Foundation board as the faculty representative. Our English instructor, Cynthia Brandon-Slocum had asked the Foundation to sponsor a creative writing project for students with the Liberals Arts Network for Development. The Foundation approved the \$450 sponsorship and 2 students received prizes at the state level. Micaela Camp won first place in the non-fiction writing category, and Charlotte Jones won second place in poetry.

Annual push for the fund drive: We would like 100% participation. If you have not donated your annual gift to the College, now would be a great time to do this. Ms. Marczak thanked those board members that have already contributed.

*President's Update –
Dr. George McNulty*

Dr. McNulty stated the board received a handout highlighting some professional development examples occurring at GCC. These include professional organizations, institutes, trainings, and conferences that GCC faculty and staff have participated in. He is very excited that we are going into the next phase of the vice president searches. On February 10 and 11, four candidates will be interviewing for the position of Vice President of Student Services & Athletics, and on February 14 and 15, three or four candidates will be interviewing for the position of Vice President of Business Services.

*Public Comment on
Agenda & Reports*

None

*New Business –
Financial Reports*

Ms. Jennifer Ahonen, Controller, presented the December 2021 financial statements. The General Fund Revenue and Expense Summary shows the college budget for fiscal year 2021-2022 and the activity through December 31, 2021. The revenues and expenditures are in-line with the budget and comparable to the previous fiscal year. Revenues include the fall semester tuition and fees, monthly state aid payments and the annual accrual for property tax revenue. Expenditures include six months of operations and the fall semester. Revenues are at 47% of the budget, while expenditures are at 40% of the budget with a net revenue of \$851,128.

The Balance Sheet shows assets and liabilities incurred through December 31, 2021. The accounts receivable – state aid is recorded in both the current and previous year and is now comparable. The Accounts Receivable Tuition and Other balance is showing a higher balance in the current year. The spring semester tuition and fees will be applied in January. The cumulative fund balance will increase and then decrease monthly as expenditures catch up with revenues. The financials present a solid position at the end of December 2021.

The Statement of Changes in Fund Balance shows the cumulative revenues and expenditures through December 31, 2021. The General Fund is recording a healthy fund balance with an increase from the previous year. The revenues need to catch up with expenditures in both the Designated and Restricted Funds. The auxiliary funds are recording positive fund balances for the current year with the ski hills as the exception. Reminder that the Bookstore/Samsons 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/Samsons Canteen.

Included is a summary of COVID funding for the college. This report shows the COVID funding by category and line item through December 31, 2021. The columns compare the initial authorization to the amount expensed under each category and line item for each of the three fiscal years so far affected by COVID. The total expense from the three years is compared to the authorization to show the balance remaining.

Mr. Burchell inquired about where the balance is kept of \$1.8 million in the COVID funding summary. Ms. Ahonen replied it is in the restricted fund now and as it is expensed out, we will draw cash down. Mr. Burchell asked if some will get routed through the general fund. Ms. Ahonen replied no. Ms. Ahonen explained Lost Revenues.

Chairman Lupino mentioned it is that time of year for a budget workshop to discuss a tentative budget for the 2022-2023 school year, and it was agreed that a meeting would be scheduled.

Motion made by Mrs. Beals, supported by Mr. Malloy, and carried, to approve the December 2021 financial statements, as presented.

*New Business – Consent
Agenda Items- RNA
Janitorial Services
Agreement Amendment*

Dr. McNulty explained that an amendment for a 6-month extension of the RNA Janitorial Services agreement was approved by the board at last month's meeting. An amendment reflecting a 3% increase (as opposed to a 5% increase) over the current rate is presented for the period of January 1, 2022 through June 30, 2022.

Motion made by Mr. Burchell, supported by Mr. Malloy, and carried, to approve the RNA Janitorial Services Agreement amendment, as presented.

*New Business – Consent
Agenda Items –
Building Trades Home –
Bid for Materials*

Dr. McNulty stated that the GCC Building Trades Home Program is in the process of building a spec home on college land. The board previously approved electrical, HVAC, and plumbing bids. We have received a bid from Forslund Building Supply for materials. Mr. Fitting abstained from voting. Chairman Lupino stated he did not see a conflict.

Motion made by Mr. Malloy, supported by Mrs. Beals, and carried, to approve the bid for materials from Forslund Building Supply in the amount of \$95,228.24 for the Building Trades Home, as presented.

*New Business – Consent
Agenda Items – 2022
Spring Adjunct Faculty
List*

Mr. Darrow presented the adjunct faculty list for spring 2022. Chairman Lupino stated he is interested in seeing the enrollment numbers in each of the classes; this is what the board would like to see. Mr. Darrow will have it for the board tomorrow.

Motion made by Mr. Malloy, supported by Mrs. Beals, and carried, to approve the 2022 Spring Adjunct Faculty List, as presented.

*New Business –
Personnel Items – Non-
Affiliated Resignation –
Director of Human
Resources*

Dr. McNulty stated that a letter of resignation was received from Ms. Ashley Paquette, Director of Human Resources effective February 4, 2022. Ms. Paquette has been with GCC for over 10 years and has been incredible to work with and helped him immensely in his transition to GCC. She has been extremely helpful and he will miss her unique skill set. Her work ethic and commitment has been outstanding. He wished her the best in her future endeavors and extended gratitude for her service at the College. He discussed reasons why there is a need for a full-time position. Mrs. Beals inquired if additional duties such as FOIA and COVID duties would be included in the full-time position. Dr. McNulty stated that COVID duties have been transitioned to another employee. Mr. Burchell inquired if the position at 80% included benefits. Dr. McNulty replied yes.

Motion made by Mr. Malloy, supported by Mr. Burchell, and carried to accept the letter of resignation from Ms. Ashley Paquette, with regret, effective February 4, 2022, and seeks authorization to search for a full-time Director of Human Resources, as presented.

Designation of Regular Meeting Dates, Time, Location

Chairman Lupino referred to the listings of dates, time, and location of 2022 board meetings and asked if there was any discussion on this. Mr. Malloy suggested changing the to 6:00 pm, and the board agreed.

Motion made by Mrs. Beals, supported by Mr. Kolesar, and carried, to approve the designation of regular meeting dates, time, location with a change of time from 6:30 pm to 6:00 pm.

Discussion of Strategic Plan

Dr. McNulty reported that team meetings will resume this upcoming week. We are continuing with Watermark to get it up and running. He appreciates everyone's work with strategic planning and the leadership provided by co-chairs, Miranda Heglund and Beth Steiger.

Public Comment on Topics Relating to GCC

None

Other Business

Chairman Lupino had three items to discuss:

Budget Workshop: Would like to see what the budget looks like without COVID funding included and would like it scheduled in February.

President's Evaluation: Would like to schedule this in February.

Update on Accreditation of Nursing Program: Look at this for the board meeting in the next month or two. Mr. Darrow will speak to Nicole Rowe and set it up.

Mr. Kolesar discussed tuition reimbursement. At a recent board workshop, a discussion about creating opportunities so we can identify and develop existing employees for advancement occurred during the meeting. The President and board would like to establish a special yearly fund of \$20,000 to help the faculty and staff make such goals become a reality. GCC faculty and staff can also take classes to make them more effective in the classroom and around campus. This language can be changed to meet the needs of GCC. Possible contract language: *The tuition reimbursement money can only be used for educational advancement by the entire staff. Ground rules for this fund will be established by one member of the following: President/Administration, Board Member and EA Member. In order to be reimbursed, faculty and staff must be with GCC for the following year.*

Mr. Malloy mentioned he was having trouble hearing the student presentation and would like a microphone with sound.

Dr. McNulty mentioned the special projects that were discussed at the Working Session of the board this month that he will be needing help with. He would like to recommend that Joe Simonich come in as a consultant and discussed his background. Mrs. Beals inquired about how much he would charge. Dr. McNulty was not sure yet, but possibly an hourly rate. Mr. Fittings asked if Dr. McNulty had sent out an email to faculty and staff at GCC to inform them of how much the pay would be for the different projects. Dr. McNulty replied that he had not worked out the stipends yet but it will be sent out tomorrow. Chairman Lupino stated that the board cannot approve an appointment without a range of salary. Dr. McNulty will provide the board with an hourly rate, if appropriate. Mrs. Beals explained that if pay was included in the email to everyone, there may be someone on campus who might have expertise and may be interested. She stated that we clearly need to get some things done and we have a void in some areas. Dr. McNulty also mentioned Human Resources and the interim measures that will have to be put into place while searching to fill that position and mentioned consultants had been used in the past in a very seamless way in other areas at GCC. Mr. Fitting stated that a detailed email to the staff, including how much they would be paid, was not done. Dr. McNulty stated that the projects are described sufficiently and that he would

send out the stipend amounts. Chairman Lupino said it seemed there is interest in a more detailed request including salary ranges. Mrs. Beals asked how can we make it more efficient in order to move on this quickly, specifically before the end of February. Mr. Kolesar mentioned the board could call a special meeting and Chairman Lupino added that there will be 2 special meetings coming up and it could be added to one of those. Chairman Lupino requested the salary piece regarding consultant work be provided at the special meeting so the board could vote on it. Mrs. Beals stated that if you are going to offer a consultant fee or an hourly consultant rate, then this should also be offered to GCC staff that might be interested. Others on the board agreed. Dr. McNulty explained that we would need someone with the skills necessary. She agreed that we cannot put someone in the position and have to train them and that we may already have someone on staff that has the skills, and the board would not know about it.

Adjournment

Moved by Mr. Malloy, supported by Mr. Fitting, and carried, that the meeting be adjourned. The meeting was adjourned at 8:20 pm.

John J. Lupino, Chairman

Susan Beals, Secretary

*Next GCC Board of
Trustees Regular Meeting*

Tuesday, February 22, 2022 at 6:00 pm – Upper Level of the Lindquist Student and Conference Center.