

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, May 31, 2022 at 6:00 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 6:00 pm and opened with the Pledge of Allegiance.
Those present: Mrs. Beals, Mr. Brown, Mr. Burchell, Mr. Fitting, Mr. Kolesar, Mr. Lupino and Mr. Malloy.
Also present: President George McNulty, Vice President of Student Services & Athletics Jennifer Sabourin, Vice President of Business Services Chad Lashua, Bill Perkis, Rayona Suelflow, Dryden Sutcliffe, Ethan Fullhart, Serena Mershon-Lohkamp, Kim Zeckovich, Dayle Jackson, Chenin Limback, Glen Ackerman-Behr, Randy Kasich and Roberta Anders.

Report of Secretary Moved by Chairman Lupino, and carried, to accept the minutes of the April 26, 2022 Regular Board Meeting, as presented.

Conflict of Interest None

*Institutional Reports:
Xcel Energy STEM
Grant Presentation –
Serena Mershon-
Lohkamp, Bill Perkis,
Chenin Limback with
Students Rayona
Suelflow, Dryden
Sutcliffe, and Ethan
Fullhart* Ms. Mershon-Lohkamp, Ms. Limback and Mr. Perkis, along with students gave PowerPoint presentations about their various projects. Ms. Mershon-Lohkamp and Ms. Fleig had explored biotechnology advancements and career opportunities. Ms. Fleig worked in the lab with Ms. Limback performing dissections. Ms. Limback and Mr. Fullhart performed a study on growth rates in tarantulas under different conditions. The experiments will continue through next school year. Ms. Suelflow worked with Mr. Perkis researching how to best protect ash trees from the emerald ash borer. Trees around campus were identified and pesticide was injected. Ms. Suelflow discussed her budget and how often this would be conducted. Mr. Sutcliffe worked with Ms. Mershon-Lohkamp to get the college's gas chromatograph up and running again. He discussed how the machine operates and the graphs produced after running tests. Ms. Mershon-Lohkamp thanked all of those involved in the grant. Chairman Lupino thanked everyone who presented.

*President's Update –
Dr. George McNulty* Dr. McNulty reported the following:
We are looking forward to hosting the Kiwanis Border Bash on Monday June 6, with games starting at 5pm. The event showcases high school basketball all-stars from Michigan and Wisconsin. He thanked Russ Maki, Kiwanis President, and volunteers for the work required to coordinate this event. Also, he wished safe travels for those coming from afar to attend the event.

GCC & GOISD Summer Youth Camps program kicks off in Ironwood at the college June 6-10 and in Ontonagon June 13-17. Ironwood camps include creepy critter crawl, manufacturing, show me the money entrepreneurial, and cooking ninja. Ontonagon camps include manufacturing and survival skills. Dr. McNulty thanked all who are volunteering their time for the youth and camp co-directors Glen Ackerman-Behr and Paulette Niemi.

GCC will be a host site again for the SAIL work-based learning program. Students in the program work on various facility projects. The program is scheduled to begin Monday, June 13. A job mentor will be working with the students on-site during the six-week experience. Dr. McNulty noted that the college appreciates this program being on campus and for all of the help that this program provides with the various projects that are worked on during the students' time on campus.

Dr. McNulty wished Vice President David Darrow, and team well as they participate in the UP-State golfing finals in Harris, MI. Mr. Darrow helps the squad as a coach for the Ironwood High School Golf Team.

*Public Comment on
Agenda & Reports*

None

*New Business –
Financial Reports*

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

The General Fund Revenue and Expense Summary shows the college budget for fiscal year 2021-2022 and the activity through April 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 79% of the budget, while expenditures are at 80% of the budget in the current year with a net revenue of \$78,447.

The Balance Sheet shows assets and liabilities incurred through April 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 showing a high balance in the current year. The cumulative fund balance will continue to decrease over the remaining months of the fiscal year as expenditures and revenues balance out. The financials present a healthy position at the end of April 2022.

The Statement of Changes in Fund Balance shows the cumulative revenues and expenditures through April 30, 2022. The General Fund is recording a healthy fund balance. The fund balance in the Restricted Fund will increase by year end as the revenues are drawdown to match the expenditures. The auxiliary funds are recording positive fund balances for the current year with Mt Zion ski hill 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 April 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 asked what projects were being paid for with HEERF funds. Mr. Lashua mentioned Zoom projects and the HVAC improvement project in Ironwood and Houghton. Chairman Lupino reminded everyone there will be a budget workshop on June 30 and at that time we can discuss various scenarios and different opportunities.

Motion made by Mr. Brown, seconded by Mr. Burchell, and carried, to accept the April 2022 financial statements and place them on file, as presented.

*New Business – Consent
Agenda Items –
Institutional and Course
Fees for 2022-2023*

Mr. Lashua stated that the materials provided in the board packet detailed the updated list of new and existing institutional and course fees for the 2022-2023 academic year. Any changes in course fees primarily reflect increased costs of materials for additional materials added from the prior year. Institutional fees will remain the same.

Motion made by Mr. Kolesar, seconded by Mr. Brown, and carried, to approve the fees for 2022-2023, as presented.

*New Business – Consent
Agenda Items – Summer
2022 Distance Delivery
Adjunct List*

Dr. McNulty stated that the adjunct faculty presented would be instructing via distance delivery for summer 2022. Mr. Kolesar asked how many students are attending summer school. Ms. Zeckovich stated that as of mid-May there were 105 students for 510 credit hours, and they are all on-line. Numbers are trending upward.

Motion made by Mr. Malloy, seconded by Mrs. Beals, and carried, to approve the Summer 2022 Distance Delivery Adjunct List, as presented.

*New Business –
Personnel Items –
Faculty Reappointments
for 2022-2023*

Dr. McNulty stated that the persons presented in the board packet are being recommended for faculty re-appointments for 2022-2023. These include continuing contract faculty members recommended for full-time appointments, probationary contract faculty members recommended for full-time appointments, and one probationary contract faculty recommended for part-time appointment.

Motion made by Mr. Malloy, seconded by Mr. Fitting, and carried to approve the Faculty Reappointments for 2022-2023, as presented.

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

Dr. McNulty reported that the College is in receipt of the resignation of Ms. Debbie Janczak, Financial Aid Counselor. She applied for the Director of Human Resources position and will be recommended for the role. Ms. Janczak will transition to this role upon the hiring of a new Financial Aid Counselor.

Dr. McNulty mentioned that we are currently contracting with our previous financial aid director and other options like outsourcing director duties are being explored as we continue to search for the open financial aid director position. Mrs. Beals asked if other colleges are having problems filling this position and Dr. McNulty replied yes. Mrs. Beals recognized that we are managing in the short term but wondered if someone in higher education is looking into a solution since there is clearly a problem. Dr. McNulty explained that he has discussed the idea with other MCCA presidents regarding a consortium approach that could include a director overseeing a cluster of colleges in the future. Job sharing is a possibility, but this requires a different kind of thinking. Mr. Fitting replied he thought that was a good idea. Chairman Lupino asked if by taking this action (of accepting the resignation), would our financial aid needs be met. Dr. McNulty replied that a new financial aid counselor would be hired prior to Ms. Janczak's transition to the HR role and that she would be available to train the new person. With this transition staffing would remain status quo.

Motion made by Mrs. Beals, seconded by Mr. Malloy, and carried, to accept the resignation of Ms. Debbie Janczak as Financial Aid Counselor, with authorization to search for a replacement and is amended to state that it will be contingent upon the hiring of another Financial Aid Counselor.

*New Business – Non-
Affiliated Staff
Appointment – Director
of Human Resources*

Dr. McNulty reported that the College was authorized to search for a full-time Director of Human Resources. Candidates were interviewed upon receipt and review of their applications. Ms. Debbie Janczak is being recommended for the position. Ms. Janczak is currently our Financial Aid Counselor and has held positions at GCC in student services since 2006. As noted there would be a transition. She will pursue and obtain industry recognized HR certifications to be reviewed annually. Dr. McNulty explained there are a number of HR certification programs on the market. Chairman Lupino asked if board approval is contingent upon the eventual certification. Dr. McNulty stated that it was not in the recommendation but

was articulated in the agenda item description and is the expectation and it could be added to the motion.

Mrs. Beals stated that she would like more detail regarding which certification is chosen such as: what kind of program it is and how long it will take. She would like something more certain than simply reviewing it annually. Chairman Lupino added they wondered if it is wise to make an approval contingent on a certification in the future since there was not enough information. Mrs. Beals would be satisfied if progress is shown every year and reviewed annually. Mr. Burchell asked if the motion could be something such as: the credential would be determined by Dr. McNulty going forward. Each year before approval of non-affiliated employees this would be a good time to document this and have it on a schedule. Mr. Brown asked if it would be considered continuing education and are we going to pay for it. Dr. McNulty stated that certification would align with professional development activities. Dr. McNulty stated there are numerous HR certifications of varying timelines, content, and costs. Mr. Burchell asked if it could fall under the continuing education fund and Mr. Kolesar asked if it has been established. Dr. McNulty stated the fund will be discussed at the upcoming budget workshop.

Motion made by Mr. Brown, seconded by Mr. Fitting, and carried, to approve Ms. Debbie Janczak for the position of Director of Human Resources, as presented.

*New Business –
Personnel Items –
Appointment – Head
Esports Coach*

Dr. Sabourin stated that interviews were held and Mr. Adam Little, current Network Administrator in the GCC Information Technology Department, was selected as the new Head Esports Coach. He has a background in online competitions and an enthusiasm for the Esports arena within the community and developing talent pipelines within local and remote areas that will allow GCC to continue to be national leaders in collegiate Esports. In this role, Mr. Little will also serve as the webmaster for athletics.

Motion made by Mr. Kolesar, seconded by Mrs. Beals, and carried, to approve Mr. Adam Little for the position of Head Esports Coach, as presented.

*New Business –
Personnel Items –
Resignation – Assistant
Softball Coach*

Dr. Sabourin reported that Ms. Kassi Huotari has submitted her resignation as assistant softball coach. She no longer has the time to commit to this role.

Chairman Lupino asked if this hiring could be tied into getting a new Head Softball Coach that would be involved in the hiring process. Dr. Sabourin stated that we would start with the head coach and if that person has a recommendation, it would be their choice. However, we currently do not have any applications for review.

Motion made by Mr. Kolesar, seconded by Mr. Brown, and carried, to accept the resignation of Ms. Kassi Huotari, Assistant Softball Coach, with authorization to search for a replacement, as presented.

*New Business –
Personnel Items –
Appointment – Head
Women's Basketball
Coach*

Dr. Sabourin reported that interviews were held for the Head Women's Basketball Coach position and Cole Schreiner was selected. He has various college coaching experiences serving in an assistant's capacity. Mr. Schreiner has the drive to build a program that will be competitive and rebuild the women's basketball program to compete with the top teams in our region. He has a strong background in recruiting and we feel confident that Mr. Schreiner will bring in the right student-athletes at the local, regional and national levels.

Motion made by Mrs. Beals, seconded by Mr. Malloy, and carried, to approve Mr. Cole Schreiner for the position of Head Women's Basketball Coach, as presented.

*New Business –
Personnel Items – Non-
Affiliated Staff
Resignation – Director
of TRiO and
Accessibility Services*

Dr. McNulty stated that Ms. Jessica Leinon-Novascone, Director of TriO and Accessibility Services has submitted her resignation. Ms. Leinon-Novascone stated that after careful consideration, she has decided to step away from the position to pursue further professional growth opportunities outside of the college. Dr. McNulty thanked her for 7 years at GCC.

Motion made by Mr. Malloy, seconded by Mr. Brown, and carried, to accept the resignation of Ms. Jessica Leinon-Novascone, Director of TRiO and Accessibility Services, with authorization to search for a replacement, as presented.

*New Business –
Personnel Items –
Limited Term Position –
Grant Coordinator*

Mr. Lashua reported that GCC is proposing the position of a limited term grant coordinator. The college has been awarded \$225,625 CDBG Program funds through InvestUP to deliver short-term workforce training and support in the area of Mechatronics and Robotics. It targets the State of Michigan's Low to Moderate Income family guidelines. Federal funds require significant reporting. The grant allows for training and support. The proposed position would end on July 31, 2023 or earlier, depending on utilization of grant funds.

Motion made by Mr. Burchell, seconded by Mr. Brown, and carried, to approve the authorization to search for and hire a limited-term Grant Coordinator, as presented.

*Discussion of Strategic
Plan –
Enrollment
Management*

*Program Development
Updates*

Dr. McNulty stated that the Strategic Plan is a comprehensive document. The annual report will be upcoming and will show the progress that has been made. The strategic planning team has collected and consolidated the data, which has been placed into the Watermark software with associated status reports. We will progress this fall to begin discussing and determining priorities for the next strategic plan and how to move forward in 2023. Within the structure of strategic planning is enrollment management and program development.

Ms. Jackson and Ms. Zeckovich provided an overview of the current strategic enrollment management planning process. Beginning in January, Ms. Jackson, Ms. Zeckovich, and Ms. Brey were asked to move the strategic enrollment management initiative forward for the coming year. In February and March, we held a number of focus groups with all of the different stakeholders on campus, collecting data on both what enrollment initiatives are currently taking place in individuals' respective areas, in addition to gathering ideas on future initiatives employees felt could directly benefit GCC. In April, we presented an overview of the collected data to President McNulty, VP Darrow and Board Chairman John Lupino, along with proposed next steps for the coming year. For the month of June, our plan is to formalize the SEM plan, detailing out steps for the 22-23 year.

Ms. Jackson thanked all the faculty and staff for the input they provided. It was truly a collaborative effort among the GCC team and there are some immediate initiatives that will be exciting to implement. Our plan for the next year also includes time for VP Lashua and VP Sabourin to get settled before advancing a more formative plan for 2023 and beyond.

Ms. Zeckovich reported that enrollment is trending ahead compared to last year. As of this afternoon we are 5.1% up in headcount and 8.3% up in credits. She thanked faculty and staff for input they provided.

Board members asked various questions about programs. Mrs. Beals asked regarding progress on the summer CDL program and what they can do to help move that along to open an accelerated program. They are hoping to have this by next summer.

*Designation of
Representative &
Alternate to 2022-2023
MCCA Board of
Directors*

The MCCA Bylaws require each member college to certify to the Secretary of the Association each year its representatives to the MCCA Board of Directors. It was determined that Mr. Brown and Mrs. Beals were designated for a 2-year term at the board meeting in January 2021. The paperwork will be filled out and sent to MCCA. No action is needed.

Mr. Brown mentioned that he attended the MCCA Spring Meeting this month and has important information that he would like to go over at the next board meeting.

*Public Comment on
Topics Relating to GCC*

Mr. Kasich stated that at the last board meeting he attended, he asked that GCC reach out to COVID students, but his son has not received any correspondence from the college. Regarding the CDL program, he suggested getting a heavy equipment certification program involved with this. He noted there were no copies of the financial reports and no copies of the minutes. He thanked everyone for listening.

Other Business

Chairman Lupino reported that he and Dr. McNulty attended the alternative school graduation on Friday, with 7 students graduating. This year nearly all will go onto post-secondary education. He commented that this program appears to be working and complimented the college for establishing this positive relationship. Mr. Kolesar spoke to Lisa Tervonen, head of the alternative school, who said it is a “game changer” for the school to now be housed at GCC.

Mr. Malloy would like to look into Mr. Kasich’s suggestion of a heavy equipment certification program. Mr. Fitting stated that he has had local companies ask about this. Chairman Lupino stated this could be discussed at a meeting under Program Development. Mrs. Beals mentioned a small engine repair program.

Adjournment

Moved by Mr. Brown, seconded by Mr. Burchell, and carried, that the meeting be adjourned. The meeting was adjourned at 7:48 pm.

John J. Lupino, Chairman

Susan Beals, Secretary

*Next GCC Board of
Trustees Regular Meeting*

Tuesday, June 28, 2022 at 6:00 pm – Upper Level of the Lindquist Student and Conference Center.