

**BAY de NOC COMMUNITY COLLEGE
IRON MOUNTAIN CAMPUS
ADVISORY BOARD MEETING**

June 18, 2024

Call to Order:

The meeting was called to order by Chair John Degenaer at 4 p.m. CT. Paul Peterson was introduced as the new Advisory Board member to replace Alyssa Chamberlain.

Roll Call:

Laura Johnson took the roll call.

Members Present:

Christie Borchardt, Andrew Brisson, Alyssa Chamberlain, Bob Koerschner Terri Mileski, Bruce Ortenburger, Jim Rice, John Degenaer; Jennifer Huotari arrived at 4:05 p.m. CT.

Member Absent:

Russ Kassin

Guest:

Paul Peterson, new Advisory Board Member

Administration & Staff:

Nerita Hughes, President; Jason Sullivan, Executive Director of IM Campus; Michele Campbell, Manager of Business Development & Community Engagement

Recorder:

Laura Johnson, Executive Administrative Assistant to the President

Minutes:

The minutes from the January 16, 2024, meeting were presented for approval.

It was motioned by Bob Koerschner and seconded by Bruce Ortenburger to:

“Approve the Minutes from the January 16, 2024, Iron Mountain Campus Advisory Board Meeting as presented.” No discussion. Motion carried unanimously.

Administrative Reports:

President’s Report:

Dr. Hughes reported:

- *Strategic Planning:* The strategic plan priorities have been developed with the help of a consultant. The five priorities will be revealed to employees on June 27, after the Strategic Planning Core Team receives them on Thursday [June 20.] The strategies and expected outcomes will be established over the next few weeks by the Core Team, with the plan revealed to the campus community and Board of Trustees on August 21. A forum to share the plan with the community and get input on moving the needle forward for each priority is planned for September.

- *FY25 Budget:* The Board of Trustees will approve the FY25 operating budget tomorrow [June 19] and it will be shared with employees the next day, June 20.
- *Caring Campus:* The Institute for Evidence-Based Change (IEBC) provided a grant to bring Caring Campus training to employees on campus. Their coach will work with a subgroup of interested employees to improve the College's "Culture of Care" with employees and then with students. These efforts will be tied to the strategic plan.

Jennifer Huotari arrived at 4:05 p.m.

- *New Employees:* Positions have been filled due to the retirements of Eileen Sparpana, VP of Finance & Operations, and Mark Highum, Dean of Business, Technology, & Workforce Development. Lynn Martinson was hired from the Director of Business Office to the VP position. Lynn's replacement is Alaina Kreis. Jim Cousino has been hired from North Central Michigan College to replace Mark as the Dean, beginning July 1. Renea Highum, the Switchboard/Admissions Assistant at the Escanaba campus is also retiring June 30.
- *Student Affairs Reorg:* Student Services and Student Success departments are being reorganized into Student Affairs to align our infrastructure to best serve our students. At the Iron Mountain campus, Academic Support Coordinator Sarah Davy will report to IM Executive Director Jason Sullivan instead of to the Escanaba campus. Student Services and Student Success includes financial aid, records, registration, co-advising, enrollment management, and TRIO, which will come together to be called Student Affairs. Organizational changes will be shared with employees during the Bay Brief on Thursday [June 20.] Dean of Student Success Amy Gibbs and Director of Dual Enrollment & Early College Jessica LaMarch will report to VP of Student Services Travis Blume, and Testing Services Manager Becky Landenberger will report to Director of Accessibility & Special Populations Kari Meunier. The VPs of Academic Affairs will shift so that Dr. Amy Reddinger will be the sole VP of Academics and Cindy Gallagher will move to the VP of Workforce Innovation and Strategic Partnerships. The reporting structure will begin July 1, but the hard shifts will happen January 1, 2025. Coupling these groups will streamline services for students to position the College for growth.
- *MI Reconnect:* Solid and steady enrollment of MI Reconnect students continue. Efforts to align grant resources from MI RAISE which emphasizes on adult learners, are underway. An adult learner advisor and creating more credit for prior learning opportunities are being considered to help adult learners complete.

Dr. Hughes confirmed for Jim Rice that the strategic planning process addressed the organizational changes reported.

Exec. Director Report:

Jason Sullivan reported:

- *Fall enrollment* is looking good and outreach to new students and non-registered returning students continues. Escanaba campus is doing a test texting campaign.
- *Welding*: The recent news release promoting the new welding facility in Iron Mountain received positive feedback and inquiries. Welding instructor Nick Dupont was an instrumental part of the news release and media coverage. Enrollment in welding courses look good for fall semester.
- *MIACADA*: Academic Support Coordinator Sarah Davy and Executive Director Jason Sullivan attended the MIACADA (Michigan Academic Advising Association) summer conference at NMU on May 17.
- *Outreach*: Admissions Director Jessica Beaver and Psychology Instructor Crystal Hendrick visited Bishop Baraga Elementary School, Norway 7th graders (including Jason Sullivan), and the BOSS One Healthy Kids Day to share information about Bay with students.
- *Transfer Events*: Transfer and Academic Co-advisor Jillena Rose is planning transfer events at the IM campus to increase awareness transferring to other schools and the preparation needed for successful transfer.

Discussion was held about the number of students taking online courses versus in-person courses at the IM campus. Dr. Hughes stated that typically students take more courses online during the summer and this compares to other institutions. Guest students take courses at community colleges during the summer to transfer to their universities or students may work more hours during the summer and need greater flexibility. The campus needs to remain open for advising and registration, and workforce training. CNA classes are full through the summer.

Also discussed were the plans of the students coming in for advising, which ranged from wanting to stay in the area to transferring to a university.

Manager of Business Development Report:

Michele Campbell reported:

- *Rotary Scholarship*: Michele Campbell is a member of the Rotary Scholarship Committee which chose four students from 24 applicants for scholarships. She noted several more students this year who plan to attend Bay.

- *Leadership Conference*: The Leadership Conference hosted by Bay College Workforce Development, was held at the IM campus on May 2. The keynote on inclusive leadership was well received. There were 23 Leadership Academy graduates.
- *First Aid*: The IM Workforce CNA Instructor is going through training to offer first aid courses to the community.
- *Community Partnerships*: Opportunities for the community and criminal justice students to interact with local Michigan State Police officers are being discussed.
- *Red Dress Day*: The IM Foundation Board is co-sponsoring a Red Dress Day event to promote awareness of thousands of missing and murdered Indigenous women and girls without justice. A red dress display will be installed throughout campus, with an event on October 9 that will include educational activities and a speaker from the Hannahville Indian Community. The event will be open to the public.
- *Industry 4.0 Roadshow*: The IM campus will again partner with the Industry 4.0 Roadshow for their event on August 28. The event showcases up and coming technology in manufacturing to industry partners. This year, a student element will be included.
- *Manufacturing Day*: The annual Manufacturing Day event will be held at the IM campus on October 4, for area 9th graders.
- *Healthcare Career Fair*: A healthcare career fair will be held on February 21, 2025, at the IM campus in partnership with the DAEDA and DIISD. The main partners are Marshfield Medical Center, VA Hospital, Bellin Health, Fornetti Dental Center, and Norway Eyecare. Area 10th grade students can visit with representatives from different areas of healthcare, including non-medical departments, to learn about career options in healthcare. Surveys have been sent to gauge areas of interest from the students. Bay's SIM Lab will also be a feature students can explore to promote the nursing program.

Bob Koerschner suggested inviting the MSP officers to talk to students about their job experience as part of the collaborative event being discussed.

John Degenaer validated the need for first responder re-certification training in the community. The closest trainings are in Marquette and Lansing. The Board of Commissioners are waiting to hear about grants that might support training. Michele will share this information with Business Development Manager Renee Lundberg who administers the EMS grant that may also support this training and to consider exploring re-certification opportunities.

Jim Rice left the meeting at 4:35 p.m.

Unfinished Business:

By-law Revisions:

The name change of the Advisory Board necessitated revision of the by-laws approved by the Board of Trustees on February 15. The revisions were also presented to the Advisory Board for approval.

It was moved by Bob Koerschner to:

“Approve the revisions to the Bay College Iron Mountain Campus Advisory Board By-laws as presented.” No discussion. Motion carried unanimously.

Board of Commissioners

Update:

John Degenaer reported:

Board of Dickinson County

Representation on

Board of Trustees:

The Commissioners indicated interest in adding a non-voting liaison for Dickinson County to the Board of Trustees. John will bring the topic back to the county board to determine whether they request one or two liaisons.

Millage Renewal:

The Commissioners discussed potential dates for the millage renewal election in 2025. Commissioner Kramer contacted Dr. Hughes for further discussion. More information will be shared after they converse.

New Business:

2024-2025

Meeting Schedule:

The meeting dates proposed for 2024-25 were:

September 17, 2024
January 21, 2025
March 18, 2025
June 17, 2025

The meeting time has been changed to 1:30 p.m. CT.

It was moved by Bruce Ortenburger and seconded by Bob Koerschner to:

“Approve the 2024-2025 meeting schedule as presented.” No discussion. Motion carried unanimously.

Other Business:

Thanks were extended to Alyssa Chamberlain for her service on the Advisory Board over the last two years.

Adjournment:

It was moved by Bruce Ortenburger and seconded by Bob Koerschner to:

“Adjourn the meeting.” No discussion. Motion carried unanimously. The meeting adjourned at 4:47 p.m. CT.