

REPORT OF MINUTES

**BOARD OF TRUSTEES
REGULAR MEETING**

**BAY de NOC COMMUNITY COLLEGE
Board Room CB 201D
Escanaba, MI**

April 17, 2024

- I CALL TO ORDER:** The meeting was called to order at 5:04 p.m. ET by Chair Eric Lundin.
- II ROLL CALL:** Roll call was taken by Laura Johnson, Assistant Board Secretary.
- Members present: Joy Hopkins, Terri Mileski, Wendy Middaugh, Steve Davis, Tom Butch, Nick Chenier, Eric Lundin
- Tom Butch attended by phone as a reasonable accommodation for a disability.
- Members absent: None
- Administration: Travis Blume, Kim Carne, Cindy Carter, Mark Highum, Nerita Hughes, Jonathan Lane, Lynn Martinson, Penny Pavlat, Amy Reddinger, Eileen Sparpana, Jessica Van Slooten
- Recorder: Laura Johnson, Assistant Board Secretary
- Faculty: Molly Campbell, Nick DuPont, Sue Sundstrom-Young
- Guests: Kevin Christian, American Association of Community Colleges
Larry Gabka, MEA
- III CITIZEN
INTRODUCTIONS
AND COMMENTS:** Dr. Hughes introduced Dr. Kevin Christian, Director of Diversity, Equity & Inclusion at AACC (American Association of Community Colleges). Dr. Hughes serves on the AACC Structured Pathways Commission that Dr. Christian leads. His visit to Bay was part of his annual visits to community colleges.

IV APPROVAL OF AGENDA:

The agenda was approved by unanimous consent.

V DECLARATION OF INTEREST:

None

VI APPROVAL OF MINUTES:

The Meeting Minutes from the Regular Meeting on March 20, 2024, were approved by unanimous consent.

VII PRESENTATIONS:

A Criminal Justice:

Instructor Sue Sundstrom-Young presented an update on the criminal justice program. The presentation slides are attached.

Discussion was held about the benefit of a criminal justice background in many social service careers in addition to the need for law enforcement.

Sue Sundstrom-Young left the meeting.

B Welding:

Instructor Nick DuPont presented an update on the welding certificate program. The presentation slides are attached.

Discussion was held about the opportunity to transfer and complete a bachelor's degree in welding at Ferris State University.

Nick DuPont and Mark Highum left the meeting.

VIII PRESIDENT'S REPORT:

Strategic Plan:

President Hughes reported:

The Board of Trustees participated in a strategic planning session led by Strategy Coach Cecilia Stanton Adams, to address the ever-evolving landscape of education and recognize the vital role that diversity, equity, inclusion, and belonging play in enriching the learning environment and fostering a community where everyone feels valued and heard.

A virtual community forum will be held tomorrow [April 18]. The key performance indicators (KPIs) will be pulled together by the Strategic Planning Core Team from May to August, with the final strategic plan for the next three to five years, introduced at fall in-service on August 21.

AACC & HLC:

Dr. Hughes recently attended the American Association of Community Colleges (AACC) and Higher Learning Commission (HLC) annual conferences. The takeaways affirmed three key definitive focus components as we navigate the changes at Bay: Culture, Access, and Student-Centered Focus. The challenge is how do we shift from “this is how we have always conducted business” to “this new way of doing business will position us for change”?

Fall Enrollment:

Current enrollment of contact hours for the fall semester is down at both campuses about 16% and about 11% down collectively compared to this time last year. The Senior Leadership Team (SLT) is discussing how to build enrollment strategy that emphasizes enrollment is everyone’s job and not Student Services alone, and a strategic enrollment management process that includes sustainability of returning student enrollment. The Senior Leadership Team and Deans will make student phone calls over the summer to encourage fall registration.

Nick Chenier commented favorably on the plan for administration to call students as part of enrollment strategy.

Eileen Sparpana’s Retirement:

Dr. Hughes recognized this was the last board meeting for VP of Finance and Operations Eileen Sparpana as she retires on April 30. Lynn Martinson, Director of the Business Office, was selected to replace Eileen after a national search and interviews were conducted for the position.

Tom Butch thanked Eileen for her service to the College and welcomed Lynn.

Academics Restructure:

The academic vice presidents will shift responsibilities with Dr. Amy Reddinger becoming the Vice President of Academic Affairs and Educational Equity and Cindy Gallagher, the Vice President of Workforce & Strategic Initiatives. This change will streamline how we approach the future of Bay for academics and hone in on building strategic relationships and community and workforce partnerships.

IX BUSINESS OFFICE REPORT:

Eileen Sparpana, VP of Finance & Operations, had nothing further to report.

X **BOARD COMMITTEE
REPORT &
REQUIRED ACTION:**

None

XI **BOARD ACTION:**

A **Transaction Report:**

The Financial Transaction Report ending March 31, 2024, was presented to place on file. Eileen Sparpana responded to Eric Lundin that the transaction payable to the Dickinson Iron Intermediate School District for \$121,688.05 was for instructional expenses for direct credit classes taught at the DIISD to dual enrolled and early college students.

On a motion made by Joy Hopkins and seconded by Steve Davis:

“The Financial Transactions for the month ending March 31, 2024, stand approved as presented to place on file.” No further discussion.

Roll Call:

Ayes: Nick Chenier, Joy Hopkins, Steve Davis, Wendy Middaugh, Terri Mileski, Tom Butch, Eric Lundin
Nays: None
Abstentions: None
Motion carried unanimously.

B **First Reading
Policy 1051:**

The College was directed by legal counsel to implement a policy in response to the Gramm-Leach-Bliley Act that requires financial institutions, which includes colleges and universities, to protect the privacy of their students, including their nonpublic, personal information. The policy was developed by our legal counsel at Thrun Law and IT Director Jonathan Lane.

It was moved by Terri Mileski and seconded by Joy Hopkins to:

“Approve first reading of new Board Policy 1051 Gramm-Leach-Bliley Act Required Information Security Program.” No discussion. Motion carried unanimously.

C **Appointment of
Asst. Board Treasurer:**

The duties of the Assistant Board Treasurer are performed by the VP of Finance & Operations, and with the transition from Eileen Sparpana to Lynn Martinson, the Board will appoint Lynn as the Assistant Board Treasurer to authorize her to sign checks and other appropriate documents, and financial obligations on behalf of the College.

It was moved by Nick Chenier and seconded by Wendy Middaugh to:

“Appoint Lynn Martinson, VP of Finance & Operations, as the Assistant Board Treasurer to perform the duties as stated and outlined in the Board of Trustees Bylaws.” No discussion.

Motion carried unanimously.

XII UNFINISHED BUSINESS:

None

XIII NEW BUSINESS:
A Communication & Culture of Success:

Chair Eric Lundin recognized Full-time Faculty Association President Molly Campbell and MEA UniServ Director Larry Gabka to speak about “Communication & Culture of Success.”

Larry Gabka introduced himself and stated he would speak on behalf of the organization [Bay College Full-time Faculty Association.]

Larry noted the Association selected him as their chief negotiator for the current full-time faculty contract negotiations, but they will determine that again this August for the upcoming bargaining cycle.

Larry read a statement from the Association President to inform trustees that since the hiring of Dr. Hughes, there is an overall sense of communication and trust and that faculty generally like working with her and thank her for improving the workplace culture for future sustainability and growth. As there is always room for improvement in areas of communication, during this academic year some concerns have been raised about lapses of communication and not enough discussion with faculty concerned about courses and workload. They hope the Culture of Success continues under Dr. Hughes.

Larry announced that Molly Campbell will be replaced as the Full-time Faculty Association President after an election on Thursday [April 18.]

Larry stated that as chief negotiator, the Association intends to be ready to start negotiations in January [2025] and hopes it won't drag out until August. He encouraged negotiating finances closer

to the opening of negotiations so they can be included in the budget passed in June [2025.] Negotiations have been conducted using Interest-Based bargaining (IBB), but that tends to fall apart if finances are left until the end.

B Farm Bureau Mtg:

Chair Eric Lundin recognized Trustee Terri Mileski to comment on the Farm Bureau meeting held at Chenier’s Greenhouse on April 4.

Terri shared that the Farm Bureau program hosted by Chenier’s Greenhouse, provided the history of agriculture and farming in Delta County. She thanked Trustee Nick Chenier for providing the venue and that it was impressive to see the state of art improvements made at Chenier’s Greenhouse as an example of industry in the area.

Terri recognized the partnership the College has with Bay Pines and the opportunities that has offered. Bay Pines has an outdoor classroom that has been a great experience for their students. They have become 4-H members and entered produce from the vegetable garden and earned prizes at the U.P. State Fair. They also have 75 chickens in the outdoor classroom and the DSISD students recently built a chick coop for them.

XIV MCCA UPDATE:

Joy Hopkins reported that the MCCA Executive Committee met last week and came to consensus regarding concerns about the MI Reconnect tuition costs and the impact on the various size community colleges. MCCA President Brandy Johnson drafted the language to go to legislators and the Executive Committee will reevaluate the impact on some of those schools if it passes in the state budget.

Dr. Hughes will be in Lansing next week for MCCA Capitol Day to visit with legislators.

XV OTHER:

None

XVI ADJOURNMENT:

It was moved by Joy Hopkins and seconded by Terri Mileski to:

“Adjourn the meeting.” No discussion. Motion carried unanimously. The meeting adjourned at 6:25 p.m. ET.

Laura L. Johnson Assistant Board Secretary	Completion Date	Approval Date
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Eric L. Lundin Chair		Approval Date
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Criminal Justice at Bay College

Preparing students for important
and challenging careers in Law
Enforcement, the Court System
and Corrections.

Susan Sundstrom-Young,
Dr. Jessica Van Slooten

Criminal Justice Defined

Criminal Justice includes the study of all three components of the Criminal Justice System; Law Enforcement, Courts, and Corrections.

- Law Enforcement - police: enforce laws and arrest offenders
- Courts - determine guilt/innocence and punishment
- Corrections - implements the punishment



Current Criminal Justice Programs at Bay College

- **Corrections Officer Certificate Program** - a four course, 16 credit certificate program designed to give students the credits required by the Michigan Department of Corrections to **work in the Michigan Prison system.** These four courses ladder into both the AAS in Criminal Justice, and the AA in Criminal Justice.
- **Associate in Applied Science in Criminal Justice (AAS in CJ)** - a 60 credit/60 Contact degree program that combines general education with coursework designed to prepare criminal justice students interested in a career **in either corrections or law enforcement** for immediate entry into the workforce or to a police academy upon graduation. This program provides a balance of technical, vocational, and liberal study courses.
- **Associate in Arts in Criminal Justice (AA in CJ)** - a 60 credit/60 Contact degree program designed for students who wish to **transfer** to a four-year college or university and pursue a baccalaureate degree in criminal justice. In addition to preparation for transfer, this program provides students with a strong general education. Students who receive an Associate in Arts in Criminal Justice degree will also satisfy the Michigan Transfer Agreement listed in the college catalog.



Criminal Justice Program Enrollment Numbers

Corrections Officer Certificate

<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
3	1	0	1	10

Associate in Applied Science in Criminal Justice

<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
17	36	36	33	35

Associate in Arts in Criminal Justice

<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
31	26	17	14	25

4 Year LSSU Programs - Criminal Justice

<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
5	7	7	4	7

Workforce Needs: Criminal Justice

The Michigan Center for Data and Analytics report both corrections officers and law enforcements officers are part of the High Demand and High Wage Jobs in the Upper Peninsula Career Outlook Report through 2030.

- Corrections
 - Anticipate hiring over 900 Corrections officers in the next three to five years
 - Michigan Corrections Officer Grant Program
 - Local jails
 - Over 120 Bay College students have completed their degrees in Corrections or Corrections Officer Certificate.
- Law Enforcement
 - Michigan State Police
 - Department of Natural Resources
 - Local law enforcement agencies

Strengths

- Steady enrollment in all programs
- High job placement rates
- Tremendous growth expected in next three years for state-level positions in both law enforcement and corrections
- Strong, dedicated, active advisory board
- High level of student satisfaction
- Variety of qualified and diverse adjunct instructors



Challenges

- **ADVISING:** One full-time faculty member makes it difficult to effectively advise all students on both campuses. (173 Current Active)
- **MARKETING/OUTREACH:** Additionally, having only one full-time faculty member limits the program's ability to engage in more competitive marketing strategies and career-outreach programs on campus, in the community, and in area high schools.
- **ONLINE LIMITATIONS:** Some criminal justice courses are not conducive to the on-line learning environment.
- **STUDENT DATA:** There are issues with proper identifying and counting of students within the programs. Conflicting or inaccurate data exists depending upon how students identify their interests, or which internal system is used, etc.



Opportunities

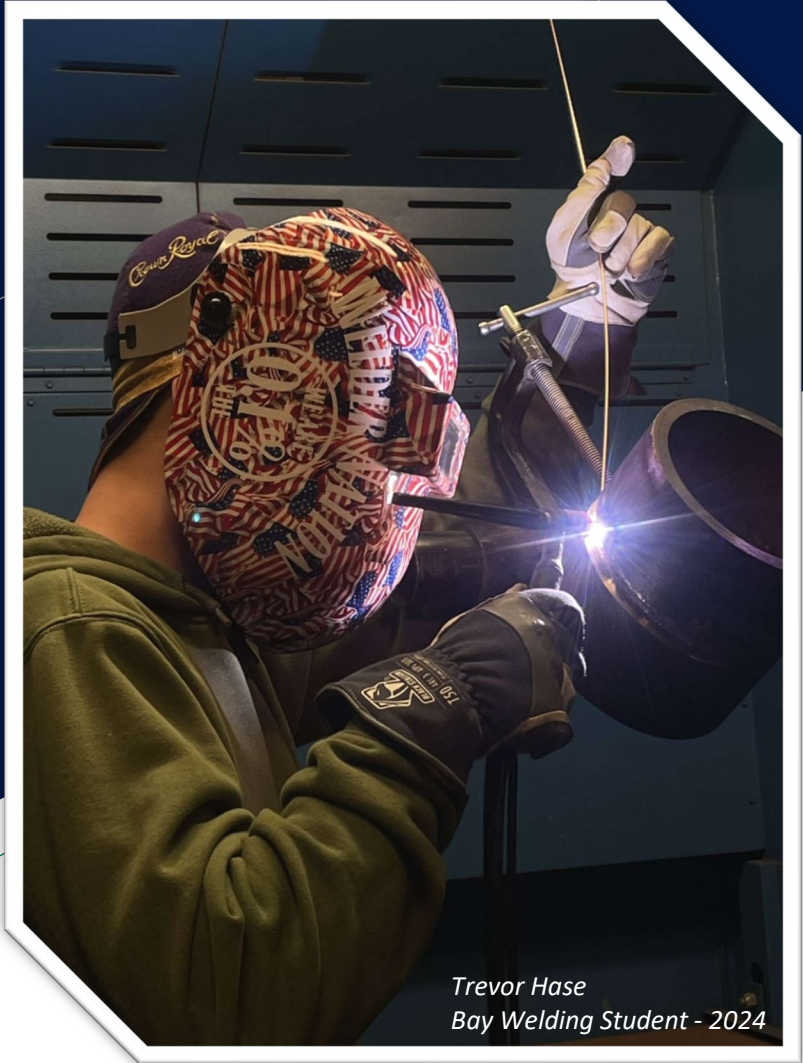
- Expand program presence and course offerings at the Iron Mountain campus.
- Partnership with local and state law enforcement agencies for enhanced internship and cadet programs.
- Explore the possibility of offering the local Corrections Officer Training Academy for Sheriff Departments in our area.
- Enhance partnerships with transfer institutions.



Thank You!

- Susan Sundstrom-Young, Criminal Justice Coordinator
- Dr. Jessica Van Slooten, Dean of Arts and Sciences





*Trevor Hase
Bay Welding Student - 2024*

Welding Certificate Program Bay College

Lead Instructor/ Presenter: Nick DuPont

Adjunct Instructors: Maurice Boomer, John Soltis, Bruce Tapio, Andrew Pritchard

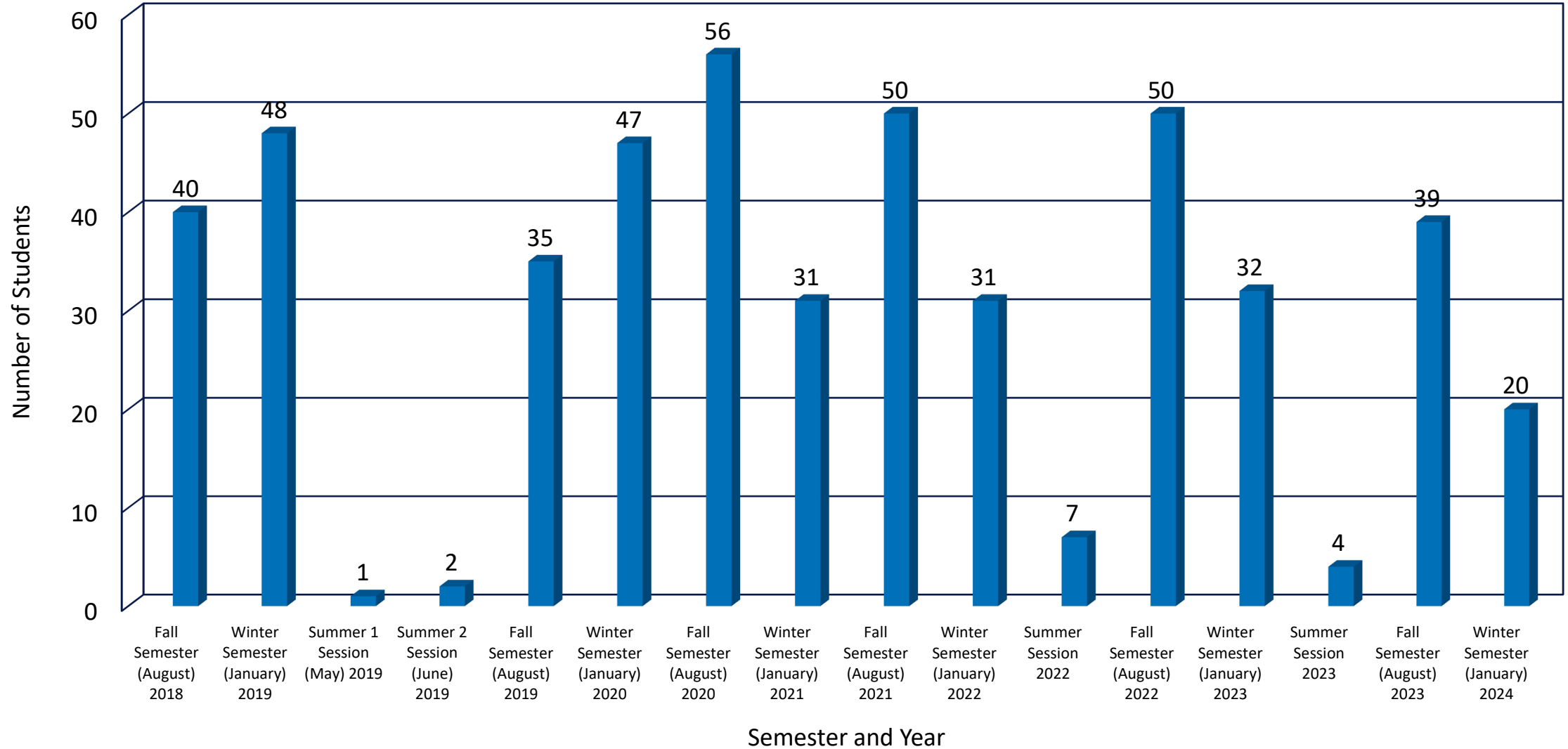
Program Dean: Mark Highum

Welding Program Overview

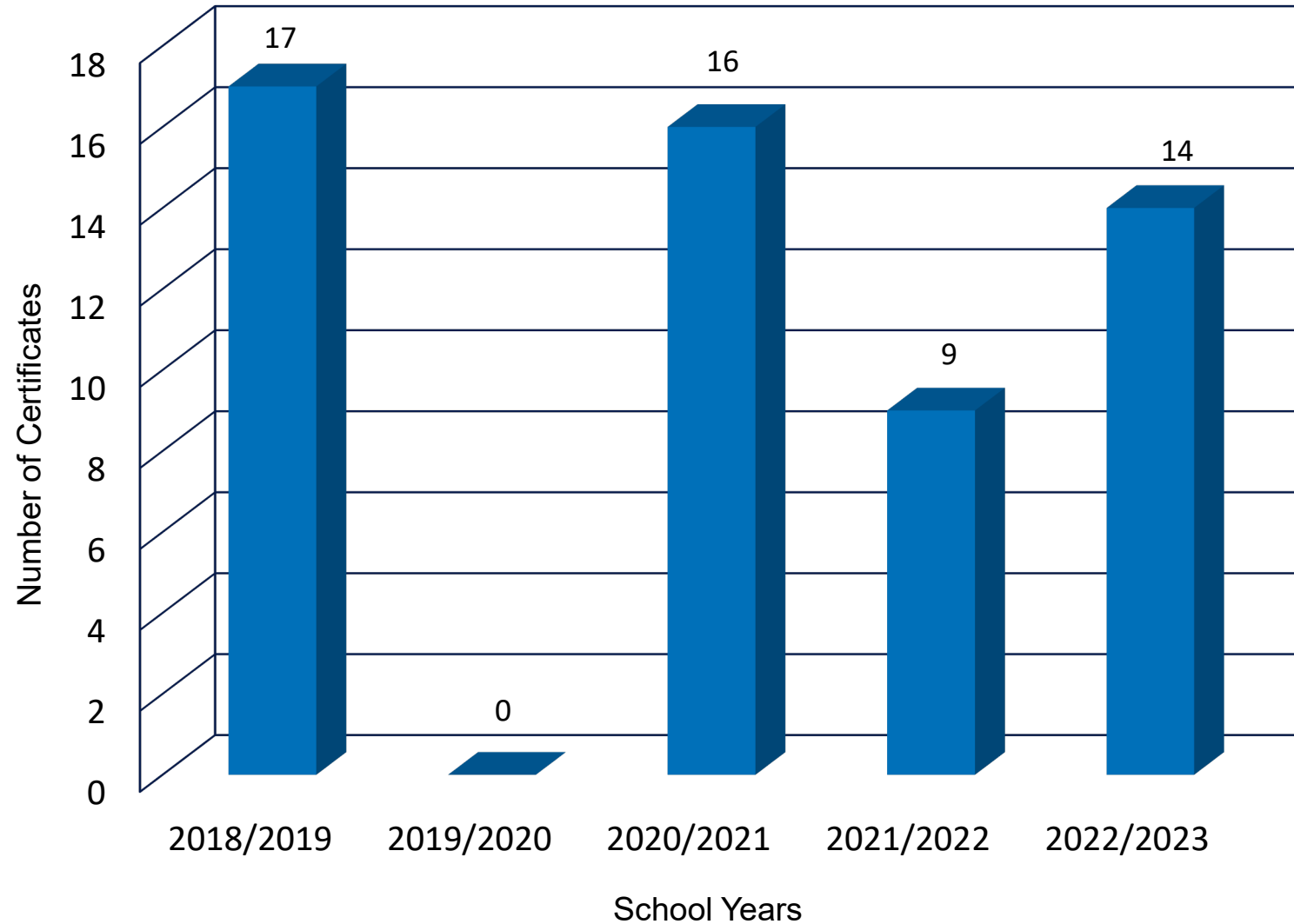
- One year certificate program.
- 33 credits and 45 contacts.
- Offered in Escanaba and Iron Mountain.
- One full time faculty and four adjunct instructors.
- The primary focus of the program is to provide students with the best foundation possible to build a successful career in the welding industry.



Total Enrollments 2018-2024



Program Completions 2018-2023



Welding Certifications

American Welding Society Code for Structural Welding – Steel (AWS D1.1)

- Testing is conducted in three processes
 - Gas Metal Arc Welding (GMAW) – Spray Transfer
 - Flux Cored Arc Welding (FCAW)
 - Shielded Metal Arc Welding (SMAW)
- Positional testing by processes
 - FCAW: Vertical (3G) and Overhead (4G)
 - SMAW: Vertical (3G) and Overhead (4G)
 - GMAW: Flat (1G)
- Pass rates for Winter and Fall 2022-2023
 - Winter 2022: 42% Pass Rate (SMAW)
 - Fall 2022: 71% Pass Rate (GMAW & FCAW)
 - Winter 2023: 89% Pass Rate (SMAW)
 - Fall 2023: 80% Pass Rate (GMAW & FCAW)



Welder Performance Qualification Record

Client: *Cassandra J. Buteyn* Date: *12/15/2022*
 Street Address: *975 Valley Rd. Marquette, MI 49855*
 Welder's Name: *Cassandra J. Buteyn* Student ID: *158775*

Testing Variables

Welding Procedure Specification No.: *BAY-FCAW(G)-001* Revision No.: *Original*
 Welding Process: *FCAW* Test Position: *3G* Backing: *Yes*
 Base Material: *ASTM A36 to ASTM A36 (Group I)* Form: *Plate* Joint Type: *B-U2a* Thickness: *3/8"*
 Filler Metal Spec.: *AWS A5.20* Classification: *E71T-1M-H8* F-No.: *N/A* Diameter: *0.045"*
 Filler Metal Trade Name: *Lincoln Ultracore 71A75* No. of Electrodes: *1*
 Polarity: *DCEP* Voltage: *25* WFS/ Amperage: *350/ 185 - 195*
 Shielding Gas: *75/25 Argon/ CO₂* Weld Progression: *Up*

Test Results

Test	Criteria	Results	Remarks
Visual	Clause 6.10.1.1	PASS	NONE
Root Bend	Clause 6.10.3.3	PASS	NONE
Face Bend	Clause 6.10.3.3	PASS	NONE

Preparation of Specimens by: *Bay de Noc Community College*

Test Witnessed By: *Nick DuPont*

Resulting Range of Qualification

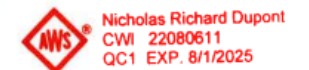
Welding Process: *FCAW* CJP Groove Positions: *F,H, V (up)* Thickness Range: *1/8" - 3/4"*
 Backing: *With backing or back gouging* Fillet/PJP Position: *F,H,V (up)* Thickness Range: *1/8" - Unlimited*

Certification Statement

We, the undersigned, certify that the statements in this record are correct and that the test welds were prepared, welded, and testing in accordance with the requirements of Clause 6 of AWS D1.1 (2020) Structural Welding Code - Steel.

Authorized by: *Nick DuPont - BSWF, ASWP LTH, AWS CWI* Title: *Lead Welding Instructor - Bay College*

Signature: *[Signature]* Date: *12/15/2022*



Entering the Workforce

National Welder Needs

Per the American Welding Society

330,000

New welding professionals projected to be needed by 2028.

82,500

Average welding jobs to be filled annually between 2024–2028.

Why the need?

CURRENT OPENINGS

+ INDUSTRY GROWTH

Increased number of jobs

+ ANTICIPATED ATTRITION

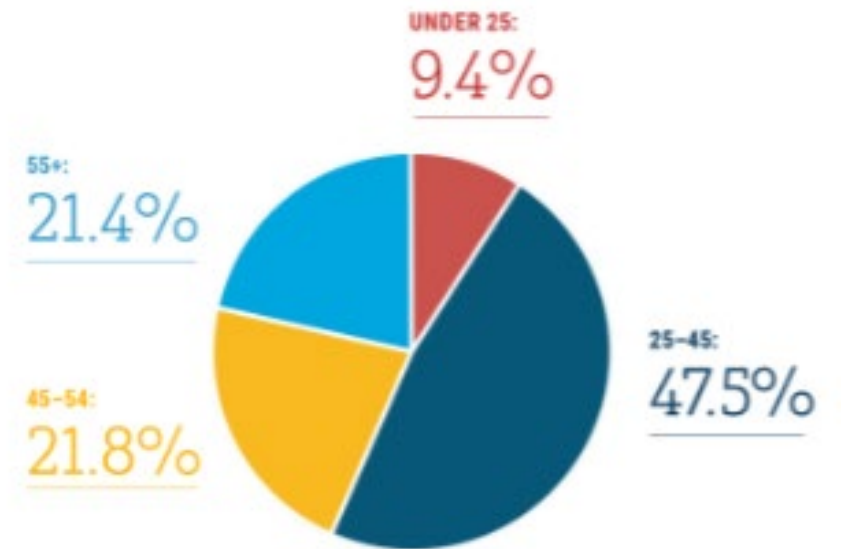
Professionals retiring, advancing, changing industries, etc.

= PROJECTED OPENINGS

771,000

Estimated U.S. welding professionals, as of 2024.

AGES OF CURRENT WELDERS



More than 159,000 welding professionals
ARE APPROACHING RETIREMENT

Transfer Opportunities

Ferris State University

- 2 Year AAS in Welding Technology
- 4 Year BS in Welding Engineering Technology

Currently working with the FSU Welding Program Coordinator to update transferable courses.



Facilities

- Escanaba welding lab is top notch, and very well equipped. However, the following items are needed:
 - Increased ventilation for CNC plasma cutting area.
 - Replacement of aging welding power sources.
 - Cold storage area for protecting raw base materials.
 - Wiring additional drop plugs for welding automation equipment.
 - Metallurgy equipment.
- Iron Mountain welding lab is up and running, but still needs finalized electrical work. More items will be needed if the goal is to mirror Escanaba welding.

Challenges

- Aligning ISD welding curriculum to [Bay College welding curriculum](#).
- More time must be dedicated to fabrication and Non-destructive testing.
 - The one year time frame makes this difficult.
- Encouraging high school students to pursue a college education in welding.
 - Jessica LaMarch has been putting in a great effort to do this.



Opportunities

- Build relationships with High Schools beyond our ISD partnerships.
- Develop two-year AAS in Welding Technology.
 - Expand weldment/ material testing capabilities in Escanaba.
 - Metallographic equipment
 - Impact testing equipment
 - Larger tensile machine (60,000 lbf or greater)
- Explore options for Escanaba welding lab to become an AWS accredited testing facility.
- If more metallurgy equipment is purchased Bay would be a good candidate for a2La accreditation helping local industry.
- Expanding use of Iron Mountain welding lab for more work force training relevant to local industry.

Thank You!

- Nick DuPont - Lead Instructor
 - Maurice Boomer - Welding adjunct
 - John Soltis - Machining adjunct
 - Bruce Tapio - Welding adjunct
 - Andrew Pritchard - Welding adjunct
- Karl Linderoth, Technology Division Chair
- Mark Highum, Dean of Business and Technology

