

**KIRTLAND COMMUNITY COLLEGE  
BOARD OF TRUSTEES MINUTES  
June 18, 2009**

**Education Session:** Tom Quinn gave a presentation on a proposed Michigan Artisan Center to support the craft and art industry of the area. The Board of Trustees gave their support for Tom to investigate the development of a Michigan Artisan Center that will improve the creative economies in Northern Michigan.

**CALL TO ORDER**

Chair Roy Spangler called the meeting to order at 7:11 p.m. with the Pledge of Allegiance.

**ROLL CALL**

**Members Present:** MaryAnn Ferrigan, Richard Silverman, Roy Spangler, Deborah Van Wert, Denis Weiss, Roberta Werle

**Members Absent:** Patricia Webb

**Others Present:** Stacey Barnes, Julie Borak, Carole Chilton, Joe Gagnier, Clay Horton, Sandy Hull, Ed Koliba, Jackie Liddle, Dennis Mansfield, Kathy Marsh, Donna Noreyko, Tom Quinn, Ilene Scherer, Tim Scherer, Dale Shantz, Wendy Sielhoff

**WELCOME**

Members and guests were welcomed by Chair Roy Spangler.

**MINUTES**

Minutes from the May 14, 2009 regular meeting were presented, amended and approved after a motion from trustee Weiss, seconded by trustee Van Wert. Minutes from the June 4, 2009 meeting were presented, amended and approved after a motion from trustee Van Wert, seconded by trustee Silverman.

**PUBLIC COMMENT**

None

**PRESIDENT'S REPORT**

**Personnel Update**

Dale Shantz, Director of Human Resources, provided the following personnel actions since the last board meeting:

1. Jeanne Brown has been hired as a Full-time Instructor of Development Reading/Writing.
2. Jose Colunga has been hired as a Full-time Instructor of Surgical Technology.
3. Bethany Hubbard has been hired as a Full-time Instructor of Nursing.
4. Julie McClure has been hired as a Full-time Instructor of Nursing.
5. The following employee achievements, awards and honors were also presented:  
Deborah Shumaker; Director of the Library, has completed her Masters in Library Science from Drexel University. The Kirtland Community College staff has raised another \$150.00 for Relay for Life.

The following resignations and retirements were also presented:

1. Melanie Blayer, Part-Time Financial Aid Data Support, has submitted her resignation effective the end of July.

2. Donna Noreyko, Part-Time Food Service, will retire at the end of July.
3. Sue Owens, Instructor of Nursing, has accepted a position with Ferris State University.
4. Jackie Smith, Instructor of Nursing, is retiring.

### **Enrollment Report**

A summer enrollment report was presented showing that, compared to 2007-2008, student headcount and credit hours have increased at the Roscommon and MTEC campuses.

### **Dashboard of Institutional Effectiveness**

A report of measures of institutional effectiveness was presented by Tom Quinn.

### **Discussion regarding board members attending meetings via video conferencing**

Tom Quinn presented a proposed amendment to the board by-laws that would allow board members to attend meetings via video conferencing. It was recommended by Trustee Werle and Tom Quinn that trustees should not attend closed sessions via video conferencing because of the difficulty of maintaining confidentiality. It was the consensus to bring the proposed amendment to the next regular meeting for a first reading.

### **Monthly financial report through May, 2009**

Ed Koliba offered to respond to questions about an updated financial report. There were no questions from the Board of Trustees.

Tom Quinn handed out information to board members for the Michigan Community College Association (MCCA) Conference. He explained reservations have been made for everyone and he asked if anyone had any changes or cancellations they contact himself or Sandy Hull as soon as possible.

## **BOARD MEMBER REPORTS/OPEN DISCUSSION**

### **Liaison report from the Foundation**

Richard Silverman gave a report from the June 9, 2009 Kirtland Community College Foundation meeting. Richard reported that screening of applications has started in preparation for interviews for a new Foundation Director and that the foundation board believes the Foundation Director should report to the College President, for at least one year. The foundation board would also like the Foundation Director to attend the monthly Board of Trustee meetings. The foundation board also discussed having a foundation board member attend the Board of Trustee meetings, possibly on a rotation basis. Richard pointed out that minutes of the foundation were being included in the board packet as informational items. These improvements are to help with communications between the two boards along with the two annual joint meetings. Finally, in April the foundation board received \$35,000 in grant requests and only had enough money to fund \$22,700. The \$22,700 breaks down as follows: Scholarships, \$12,000; Kirtland Youth Theatre, \$4,664; Calculators for lending out to math students, \$914; and \$5,000 for support of the Vista Volunteer and Service Learning Project.

## **NEW BUSINESS/BOARD ACTION**

### **Student Housing Committee Report**

Tom Quinn presented a report from the Student Housing Committee. Members of the board had questions about financing for the recommendations included in the report. Tom reported that not all of the recommendations could be implemented because they were not included in the 2009-2010 budget. The board requested additional financial information. Member Weiss suggested that the recommendations be implemented in phases. It was the consensus that the report be brought back at another meeting.

### **Resolution to support M-33 Access on a grant proposal**

The following resolution was offered by Trustee Werle and supported by Trustee Weiss:

## **WHEREAS**

1. Kirtland Community College has been a long term business partner with M-33 Access, cooperatively working to support the internet and telephone communications needs of students and citizens of the area.
2. Facilitating increased availability of high speed internet services for students is a strategic initiative of Kirtland Community College.
3. It is the goal of Kirtland Community College to provide more internet courses and programs that are dependent on high speed internet access.
4. High speed internet access is a vital part of northern Michigan's plans for economic recovery and future economic development.
5. Other private industry is not meeting the needs of the citizens of this rural area and M-33 Access has proven their commitment to expanding services in the communities we serve and their ability to complete major communications infrastructure projects.

## **NOW, THEREFORE, BE IT RESOLVED THAT**

Kirtland Community College strongly supports any grant application from M-33 Access that will foster economic development by providing citizens high speed internet access and providing the college with greater capabilities to serve its citizens.

The resolution was passed with a voice vote.

## **Resolution ~~to~~ authorizing administration to develop a contract with Professional Education Services Group**

Tom Quinn presented a resolution to enter into contract negotiations with Professional Educational Services Group (PESG) to outsource hiring of part-time employees. Motion by Werle, seconded by Van Wert, ~~to lay the resolution on the table~~ was *tabled* until another presentation can be arranged with PESG so all board members can hear the presentation. It was further suggested that an invitation to hear the presentation be extended to employees.

Motion passed with a voice vote.

## **ANNOUNCEMENTS**

1. Tom Quinn advised the college will be closed July 3 – 5, 2009 in observance of July 4<sup>th</sup> holiday.
2. Early Fall registration will be July 13 – 17, 2009.
3. The next board meeting will be July 16, 2009, at 7 p.m. It will be held at the Kirtland House and the agenda will include an organizational component for the election of board officers.
4. The MCCA conference will be held July 23-24, 2009 at the Grand Traverse Resort and Spa in Acme, Michigan.

## **ADJOURNMENT**

With no further business to come before the board, the meeting was declared adjourned at 8:20 p.m. by Chair Roy Spangler.

Respectfully submitted,  
Sandra Hull  
Recording Secretary