

**KIRTLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES MINUTES**

January 21, 2010

CALL TO ORDER

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

ROLL CALL

Members Present: David Dougherty, MaryAnn Ferrigan, Richard Silverman, Roy Spangler, Denis Weiss, Roberta Werle

Members Absent: Patricia Webb

Others Present: Marjorie Arquette, Nick Baker, Kevin Baughn, Jerry Boerema, Veronica Bridson, John Brownfield, Mark Eitrim, Wayne Fox, Virginia Fox, Tim Hagen-Foley, David Hecker, Shauna Jennings, Kathy Koch, James Lyttle, Sheryl Lyttle, Dennis Mansfield, Kathy Marsh, Johnny Mickles, Kyle Morrison, Pamela Peake, Tom Quinn, Jennifer Jarosz, Ilene Scherer, Tim Scherer, Glen Schicker, Dale Shantz, Kathy Taylor, Richard Wood

WELCOME

Members and guests were welcomed by Chair Roy Spangler. President Tom Quinn introduced Kevin Baughn, Vice President of the Kirtland Federation of Teachers who in turn, introduced David Hecker, President, Federation of Teachers, Michigan and Johnny Mickles, Representative of the Federation of Teachers, Michigan.

MINUTES

Minutes from the December 10, 2009 regular board meeting were approved as presented with a motion from Trustee Richard Silverman, seconded by Trustee MaryAnn Ferrigan.

PUBLIC COMMENT

Mark Eitrim, independent consultant for charter schools, is working with the Saint Helen community group, Education Matters. He introduced Jennifer Jarosz, President of Education Matters, who explained that this is a non-profit organization formed for the purpose of establishing a charter school in St. Helen. She introduced members of the Education Matters board.

Mr. Eitrim emphasized that this group is very committed to starting a charter school in "your back-yard." One denial, or turn-down will not cause them to go away. He is confident they will be successful in finding an authorizing agency to establish a charter school in St. Helen. The question he asked is why has Kirtland's board chosen not to sponsor the charter school. He challenged the board to look at number 6 of their guiding principles: "We participate in community partnerships, based on shared values and mutual goals, with a focus on K-12 and Economic Development."

PRESIDENT'S REPORT

Professional Educational Services Group (PESG)

Tom Quinn brought a proposal to enter into a contract with PESG to provide a voluntary program for employment services to part-time employees, mostly faculty. David Hecker, President of the American Federation of Teachers (AFT), Michigan, spoke in opposition to the proposal to enter into a contract with PESG. AFT Michigan represents 3,500 adjunct faculty in the state. Although it is an optional program, the concern is that it fragments the state retirement system. The greater good is served by not giving part-time faculty the opportunity to "opt-out." He asked the board to oppose the optional privatization plan.

President Tom Quinn provided case studies demonstrating circumstances in which part-time faculty would not benefit and those that might benefit from the proposal to enter into a contract with PESG. In summary, he said the savings to certain employees and to the college could be significant and gives individuals a choice.

Chair Spangler asked the board's pleasure on this issue. Trustee Werle questioned the validity of information presented based on personal experience. Trustee Silverman stated that although he understands the factors that affect potential savings, he asked for an estimate for potential savings. The response was \$50,000 or more. Silverman cited the possibility of legal disputes which could result in more cost to the college than savings and which might tarnish our image.

A motion to enter into a contract with PESG was made by Denis Weiss, seconded by Mary Ann Ferrigan. Discussion: Roberta Werle noted that this issue was tabled indefinitely at the December 10, 2009 meeting. Therefore, a motion is required to bring it back to the table. The motion was amended to bring the topic back to the table.

Roll call vote:

Richard Silverman, nay
Mary Ann Ferrigan, aye
Denis Weiss, aye
Roy Spangler, aye
David Dougherty, abstain
Roberta Werle, nay

The motion failed for a lack of a majority.

RECESS

A five minute recess was called for at 8:10 p.m.

Statement of Philosophy on Charter Schools

A motion was made by Roberta Werle and seconded by Denis Weiss to adopt the following statement of philosophy on charter schools:

The Board of Trustees of Kirtland Community College recognizes and applauds the intentions and efforts of citizens of Michigan who work to improve the education of children through the establishment of Charter Schools, especially schools that feature innovative curriculum.

Since its inception, the college's mission has included the provision of post secondary educational opportunities to the residents of Michigan. Because of dwindling financial resources *and* the workload of existing employees, the board believes the college cannot nor should not assume additional responsibilities and should focus on its post secondary mission. The Board of Trustees is concerned that becoming the authorizer of an elementary charter school would consume human resources and create a distraction that would hinder Kirtland in accomplishing its central mission. Also, the board believes that becoming an authorizer for an elementary charter school would be a threat to the valued relationships it has with area K-12 school districts and the COOR ISD.

For these reasons, the board regrets that it cannot become the authorizer for an elementary charter school at this time. It will, however, provide occasional assistance to charter schools in the same manner that it provides assistance to other area public and private schools. And it might consider underwriting a secondary or middle college school sometime in the future.

Discussion: Trustee Ferrigan wanted to know what exactly the board is being asked to do. Roy Spangler responded that when charter schools came into being in this state, they were required to be chartered. Only certain organizations were authorized to do so. Central Michigan University is one of those organizations. Native American Indian tribes and community colleges have authorization to charter. Mr. Eitrim agreed and added that local school districts, intermediate school districts and community colleges have no cap on the number of charters they can grant as long as they meet geographic criteria. Federally recognized community colleges can charter anywhere in the state. Bay Mills is the only one in Michigan in that category. Universities have a cap of 150. The authorizing organization receives three percent of state aid that the school receives with responsibility to assure that the charter school complies with state and federal laws.

Roberta Werle wanted to know how this group could afford to run a school. The response was state aid, Title II and V funding. Mr. Eitrim explained that a chartering agency enters into a contract and selects the charter school board members which is accountable to the chartering organization.

The motion to approve the statement of philosophy on charter schools was approved by voice vote.

Personal Update

Dale Shantz, Director of Human Resources, provided an updated report as follows:

New part-time faculty for the winter 2010 semester

Joan Beck, Allied Health
Nichole Butcher, Office Information Systems
Tracy Barger, Nursing
David Haines, Nursing
Hall Hewett, Nursing
Amanda Janisse, Nursing
Lisa Krump, Biology

Jerry Nunn, Journalism
Deneen Price, Allied Health
Shawna Smith, Nursing
Vito Tranchida, Outdoor Power Engines
Patricia Wiltse, Nursing

Recent achievements: Shawn Ott, Coordinator of Criminal Justice Services, has completed a Masters in Business Administration from Baker College Center for Graduate Studies.

Internal transfers: Susie Allen, Director of Admissions, has transferred to Health Science Office Support. Kathy Barber, Coordinator of Personnel and Business Support, has transferred from the Business office to Human Resources.

Quarterly Financial Report

Financial report for period ending December 31, 2009 with comparative figures from December 31, 2008 was provided by Virginia Fox, Chief Finance Officer. Richard Silverman asked why the deficit for KCPA appeared to be more than this time last year. A more detailed explanation will be provided to the board.

2010 Board of Trustees meeting dates

A motion was made by Roberta Werle to adopt the schedule of meetings as presented for 2010, seconded by Denis Weiss. The motion was approved by voice vote.

Law enforcement consortium award

Jerry Boerema, Associate Dean, announced that through the Michigan Department of State Police, the Michigan Commission on Law Enforcement Standards has awarded \$195,933 to the Northern Michigan Law Enforcement Training Consortium at Kirtland Community College for 2010 training for officers throughout northern Michigan.

Institutional Data and Effectiveness report

This dashboard report was provided as an information item. The following acronyms were explained: ACS is Activity Classification Structure as reported to the state; FYES is Full Year Equated Students. Tom Quinn pointed out some benchmarks or indicators of how the college is doing, such as semester indicators for unduplicated headcount; 2007 was at 2,300 students, 2008 at 2,100 students and now we are back up to 2,500 students. This is good news regarding tuition revenue. Online headcount numbers are steadily increasing. Fall-to-fall retention rate is increasing from 34 to 40 and now 48 percent. He would like to see that reach 51 percent.

Michigan College Access Network and eTranscripts

Nick Baker, Director of Institutional Research, spoke of three statewide initiatives rolled into one, eTranscripts, P-20 longitudinal data system and Michigan College Access Network. The goal is one-stop shop web portal where students can plan, apply, and pay for college. For this purpose the college will need to submit student record level data to the state including transcript information. Nick Baker has been working with the Michigan Community College Association to bring these systems into place.

Title III grant

Tim Hagen-Foley, Director of Development, announced that we have identified a grant called Strengthening Institutions which is a broad-use grant with an upward amount of approximately 2 million dollars. We have established pre-qualification and acquired a consultant to help us obtain this grant. The consultant will be on campus February 3 to begin the process of applying for this grant.

BOARD MEMBER REPORTS/OPEN DISCUSSION

None

NEW BUSINESS/BOARD ACTION

1. Fourth reading: POL 5.345 Definition of Employee Categories

The revision to POL 5.345 was presented for the fourth time by Dale Shantz, Director of Human Resources. A motion was made by Trustee Werle, seconded by Trustee Denis Weiss to approve the policy revision. The motion was approved by a voice vote.

2. Third reading: Roscommon County Mutual Police Assistance Agreement

Trustee Denis Weiss made a motion to approve the Roscommon County Mutual Police Assistance Agreement, seconded by Trustee Dave Dougherty.

Discussion: Roberta Werle questioned the signers; the document states the agreement is between the governing bodies, not between police chiefs and sheriffs. Section 12B mentions clerks of participating governments with no supporting documentation. She asked whether police officers are on duty as police officers 24 hours a day. Jerry Boerema, Associate Dean, responded yes. He said our insurance describes those who are on duty and off duty. Werle wanted to know what would we actually be authorizing and what kind of a situation would be involved, and who is doing the authorizing. Boerema said he was given the agreement by the county. The sheriff's department is the one granting the authority. It is assumed that the governing bodies have approved it. He did not know who drafted the agreement, but suggested the county prosecuting attorney.

The motion was approved by a voice vote. Trustee Werle voted nay.

3. Statement of philosophy on charter schools

Moved forward on the agenda.

4. Resolution to approve tuition and fees

Trustee Dave Dougherty moved to approve proposed tuition and fees for 2010-2011, seconded by Trustee Ferrigan. The following resolution was approved by a voice vote:

WHEREAS

1. The college will need to increase its tuition revenues to make up for the loss of state financial appropriations, and
2. The college needs to provide funding for program growth, and
3. The college needs to maintain quality services and programming with increasing costs,

NOW, THEREFORE, BE IT RESOLVED THAT

1. The board of trustees hereby authorizes the college administration to develop a fiscal year 2011 budget that includes a five percent tuition increase,
2. The board of trustees authorizes the administration to develop a budget that may include increases in other fees when the costs have increased.
3. This approval is made with the assumption that state appropriations will decrease from 10 through 20 percent and that tax revenues will not increase. Should this assumption not become true, the board may rescind this resolution and require a budget to be developed that includes other assumptions.
4. The course fees are approved as submitted.

5. Resolution to add signatory to investment accounts

Trustee Roberta Werle moved to approve signatories to investment accounts, supported by Trustee Richard Silverman. The following resolution was approved by voice vote:

WHEREAS

Kirtland Community College requires two signatures on all bank accounts,

NOW, THEREFORE, BE IT RESOLVED THAT

The Kirtland Community College Board of Trustees authorizes any of the following three persons as signatories on all college banking and investment accounts:

Board Secretary/Treasurer	Roberta Werle
College President	Thomas Quinn
Interim Chief Business and Finance Officer	Virginia Fox

ANNOUNCEMENTS

A calendar of upcoming events was provided as an informational item. Next board meeting will be February 18, 2010, 7 p.m. at Kirtland House.

OTHER

None

ADJOURNMENT

With no further business to come before the board, the meeting was declared adjourned at 9:52 p.m. by Chair Roy Spangler.

Respectfully submitted,
Kathy Koch
Recording Secretary