

KIRTLAND COMMUNITY COLLEGE

BOARD OF TRUSTEES MINUTES

Special Meeting: Board Retreat

June 3, 2011

Ralph A. MacMullan Conference Center
Roscommon, Michigan

Board members present: Dave Dougherty, MaryAnn Ferrigan, Roy Spangler, Patricia Webb, Denis Weiss
Board members absent: Richard Silverman, Roberta Werle
Others present: Trustee-elect Jack Kramer, Kathy Koch, Trustee-elect Kristi McGregor, Tom Quinn, Trustee-elect Kathryn Wallace

Call to Order

The meeting was called to order at 12:44 p.m. in the lower level of the educational building of the Ralph A. MacMullan Conference Center.

Discussion

Chair Roy Spangler encouraged board members to let the president know when they are on campus as a courtesy. He spoke of other boards he knows of that do not get along. This board has been a good working board and he hopes to continue that tradition for Kirtland with the transition from outgoing board member to new ones.

Tom Quinn spoke of goals and issues the college faces:

- The 2012-2013 budget development will include right-sizing the college and outsourcing services if it is an economic benefit to do so.
- Health insurance will focus on a wellness program. Statistics show that for every dollar spent on wellness, the resulting cost savings is \$6.
- A changing culture is anticipated with new trends in unions and innovative thinking versus traditional methods.
- Enrollment projections predict an eight percent decline which might be a conservative estimate.
- M-TEC is looking at competing more openly with surrounding community colleges in the science curriculum. The West Branch site has outgrown itself and we are exploring new opportunities there and in Prudenville.
- Optimizing web advertising is in process with some exciting opportunities to implement.
- Occupational programs will continue to be a focus for training people for jobs. We are seeing a need for more programs for job training men. Centers of excellence will continue to be explored and added to for optimal program offerings.
- A BSN nursing legislation has a 60 percent chance of passing to allow a four-year program within a community college. Whether or not it is economically feasible will require much research for decision-making.
- The foundation direction needs to be addressed with more focus on fund raising.
- Tax based discussions will include the huge holdings of Department of Natural Resources within our district which inhibits property tax revenue. Seventy percent of Crawford County is state-owned. A Headlee rollback is another tax-based discussion the college needs to address.
- High school collaborations are an important factor for curriculum in a declining economy and declining enrollments. We are looking at taking over the small engine program for Houghton Lake. There are some real possibilities in this area and the reason we are interested is the students.
- Transfer credits to four-year institutions is going to be a focus of strengthening legislation to ensure transfer credits as a means of saving money.
- Senior citizen programs and employment skills for people over age 50 is a trend we can look to for opportunities.
- Instructional delivery needs to move from the traditional form to new innovative facilitation.
- Economic development provides opportunities for us to explore programming for creative economies.
- Our strategic plan needs to be updated with another summit to create a new strategic plan.
- The Children's Learning Center and Title III progress is a focus for the future. Online education improvement is key in this area.
- Accreditation is an ongoing issue the college needs to address.
- Facilities and energy conservation is a key issue with about \$800,000 in deferred maintenance. A capital outlay project may result from this area of need.
- A master facility plan needs to be updated.

- General education requirements are under discussion. Seventy-two credits for an Associate degree is excessive. Five or six general education credits is all that is needed if they are carefully selected.
- We are now implementing the new purchasing policy in a digital manner.
- Our administrative software is a major cost of the college. Inefficient use of a very expensive software is a major project the college is facing. Evaluation and reporting is an important function of the software as a data source.
- Capital outlay for facility planning is a big issue for us.

A Good Board of Trustees Discussion

Tom Quinn provided a 33 point paper for discussion of what makes a good board of trustees. It begins with providing stability in the midst of change by focusing on learning and students and the college mission. Quinn picked out a few points to discuss such as “Understands their presence on campus can create stress for some employees and an opportunity to complain for others,” “Needs to be prepared to be an aggressive advocate for the college in legislative issues” and “Remembers that they have no legal authority to act for the college except at board meetings.”

Open Discussion

The Open Meetings Act prohibits trustees from discussing issues among each other when four or more members are present. Other examples or experiences in connection with the open meets act were shared.

Each member shared about their work backgrounds and Dave Dougherty asked the trustees-elect what prompted them to run for this “high paying job.” He also asked what they look for the college to accomplish in the next five years.

Board meetings for June and July were discussed. Normally the June meeting is an exception to the third Thursday rule due to budget and tax roll deadlines. However, since that has already been accomplished, and due to Tom Quinn’s schedule, he asked for the June meeting to return to the third Thursday, June 16. By consensus, it was agreed to change the posted meeting date from June 9 to June 16. The July board meeting falls during the Michigan Community College Association Summer Workshop, so it was also discussed for rescheduling. Because July is the biennial board organizational meeting at which new members are sworn in, officers are elected, and delegates to various associations are selected, it was agreed to move the July regular board meeting to July 14. Change of meeting postings would be in place to announce these changes.

With no other discussion to take place, the meeting was adjourned at 2:50 p.m.

Respectfully submitted,
Kathy Koch, Recording Secretary