Call to Order and Pledge of Allegiance: The meeting was called to order at 7:00 p.m. by Chair Ferrigan with the recitation of the Pledge of Allegiance.

Roll Call: Trustees present: MaryAnn Ferrigan, Roy Spangler, Kathryn Wallace, Ed Pearen, Jack Kramer (via Skype), Dave Dougherty
Employee: present: Tom Quinn, Evelyn Schenk, Dale Shantz, Tim Scherer, Ilene Scherer, Michelle Vyskocil, Sarah Madonna, Julie Lavender, Bob Schneider, Wini Sharpe, Erine Adams, Terri Robson
Guests present: Donnelle Napier

Welcome and Introduction of Guests: Chair Ferrigan welcomed all guests.

Public Comment: None

Report from a selection committee and appointment of a new board member: Chair Ferrigan reported that the committee interviewed a total of four candidates. All candidates were excellent and it was a difficult decision to make; however, the committee chose Donnelle Napier to fill the position left vacant by the resignation of Kristi McGregor. Trustee Dougherty made the resolution that the Board of Trustees of Kirtland Community College appoint Donnelle Napier to the Board of Trustees position vacated by Kristi McGregor according to the laws of the State of Michigan. The motion was seconded by Jack Kramer. Motion carried via voice vote. Ms. Napier then took the oath of office and completed all necessary paperwork.

Consent Agenda: Motion by Trustee Spangler, second by Trustee Pearen that the Board of Trustees of Kirtland Community College approves the consent agenda as presented with the following changes to the February 26, 2014 minutes: removal of “The group agreed to this switch,” and “After discussion it was agreed that hiring George K. Baum would be the best choice.” Motion carried via voice vote.

New Business:

Staff Participation in Community Affairs, Policy 3.020: Trustee Wallace noted that employees should be sensitive to who they are representing at community functions and to make it clear if they are representing themselves personally or if they are representing Kirtland Community College. Trustee Kramer suggested adding “as private individuals” to the end of the policy. Motion by Trustee Pearen, second by Chair Ferrigan to move this policy to a second reading. Motion carried via voice vote.

Community Use of College Facilities, Policy 3.015: Chair Ferrigan stated she believes that the college should rent facilities and equipment for financial gain. This would provide much needed competition and additional options for rental of facilities by community members. President Quinn stated that Kirtland would need to develop pricing structures if so. Trustee Dougherty inquired about liability to the college, which President Quinn stated would be covered under the college’s insurance. Trustee Napier suggested that the rental agreement should include language indicating that the views of the group renting do not necessarily reflect the views or beliefs of the college. Other suggestions include moving the sentence “Individual’s requests may be honored and considered on an individual basis subject to the current fee schedule” to the last sentence in section 2, and changing point 4 of section 3 to read “the group will provide or employ a competent operator as approved by Kirtland Community College for such equipment; and”. Motion by Trustee Kramer, second by Trustee Wallace to move Policy 3.015 to a second read. Motion carried via voice vote.

Recreational Programs, Policy 3.025: Motion by Trustee Spangler, second by Trustee Kramer to move Policy 3.025 Recreational Programs to a second read. Motion carried via voice vote.

Tobacco-Free Facilities, Policy 2.140: Trustee Wallace suggested adding “excluding medically necessary devices” to the end of the policy. Motion by Trustee Pearen, second by Trustee Dougherty to move Tobacco-Free Facilities to a second read. Motion carried via voice vote.

Closing College Because of Emergencies, Policy 1.025: Motion by Trustee Spangler, second by Trustee Wallace to move this policy to a second read. Motion carried via voice vote.
Adjournment: Erine Adams reviewed the Michigan New Jobs Training Agreement with Weyerhaeuser Corporation in Grayling. She stated that Kirtland earns a small percentage of the total fees to administer the program. Weyerhaeuser will create 11 new jobs for this program, which are their only expected job openings in the near future. Trustee Daugherty made the motion that the Board of Trustees of Kirtland Community College approves the Michigan New Jobs Training Contract with Weyerhaeuser Corporation of Grayling. Trustee Spangler seconded this motion and it was carried via voice vote.

Curriculum Instruction Council Committee Appointment: Chair Ferrigan stated that a review of board minutes from 2012, indicated that trustees were chosen to attend CIC meetings. Julie Lavender stated that the last meeting for this academic year will be held next week and that this is an advisory committee to herself. In the fall, it will be chaired by a faculty member. Trustee Spangler stated he believes it’s a good idea for someone to attend these meetings and report back to the board. Julie Lavender will add Trustees Kramer and Wallace on committee distribution list so they can attend meetings in the fall.

Approval of Program Changes: Julie Lavender reviewed several program changes that required board approval. Previously, she thought that they had been approved by the board, but was unable to find these approvals in the minutes. Trustee Spangler moved that the Board of Trustees approves the addition of Associate in Applied Science (Photography), Military Police Academy, Associate in Applied Science (Nursing), Skin Care, Associate in Applied Science (Information Technology) and to suspend the Certificate in General Studies, Special Certificate in General Studies and Special Certificate in Graphic Arts. Trustee Pearen seconded the motion, and it was carried via voice vote.

Summer Sense-Sations: Mark Allen, Director of Auxiliary Services, reviewed a proposal for a summer series he would like to start. This program will help to promote Kirtland during the summer months and will not compete with KCPA. One event will be offered each month, starting with a dinner and wine tasting on May 29. Any proceeds from the event will be donated to the Kirtland Foundation. Trustee Wallace indicated that she would like to see these connect to the dates of local festivals. Trustee Dougherty made a motion to approve the May 29 Summer Sensations event and the submission of an Application for Special License for Sale of Beer and Wine Only or Beer, Wine and Spirits for Consumption on the Premises (LCC-3510). Trustee Napier seconded the motion. The motion was carried via voice vote.

2014 / 2015 Tuition and Fees – President Quinn presented the proposed changes. He stated that the governor recommended maximums on the percentage increase colleges can establish and still receive funding. Many colleges are respecting these limits; others are going significantly over the requirements, into the 9 - 10% range.

Trustee Kramer noted that the proposed increase in nursing fees was high, one even $300. President Quinn stated that the college is trying to keep fees at the actual cost of the course. Trustee Kramer stated that if the costs were this high, then he was fine with it, but that it is still a significant increase. President Quinn stated that these increases would bring the courses “up to speed” and that a significant part of the increase in some course fees was due to significant increases in testing fees. Trustee Wallace stated that other colleges have extra "hidden" fees, but Kirtland doesn't. There is some concern as to why we are not charging more, our fees are quite low relative to others. Trustee Dougherty, made the motion that the Board of Trustees of Kirtland Community College approve the 2014 / 2015 Tuition and Fee Schedule as presented. Second by Trustee Spangler. Motion carried via voice vote.

Reports:

President’s Report – President Quinn shared that he received election information from Michelle Stevenson, the Roscommon County Clerk. Anyone seeking to run for Kirtland Community College’s Board of Trustees must file a petition by July 22, 2014 with 40 - 100 signatures, or pay a $100 fee. President Quinn will send out additional information to trustees at a later date.

Personnel Report – Dale Shantz shared a variety of staffing updates as detailed in his personnel report.

Board Member Reports / Open Discussion: None

Announcements: The dates for several upcoming events were shared by President Quinn: Freddy Fusion – April 11, Cosmetology Day – April 15, Berry Production Workshop – April 23, C.O.O.R. Joint Boards’ Dinner at Fairview Area Schools – April 28th from 6 – 8 p.m., MCCA Summer Conference in Traverse City – July 22 - 25.

Adjournment: With no further business, the meeting was adjourned at 8:56 p.m.