CALL TO ORDER
Chair MaryAnn Ferrigan called the meeting to order at 7:02 p.m. with the Pledge of Allegiance.

ROLL CALL
Members Present: David Dougherty, MaryAnn Ferrigan, Jack Kramer, Kristi McGregor, Roy Spangler, Kathryn Wallace, Patricia Webb
Members Absent: None

WELCOME
Members and guests were welcomed by Chair Ferrigan.

The chair announced changes to the agenda, moving public comment to the student activity fee discussion and addition of an executive session at the president’s request to discuss the president’s contract.

APPROVAL OF MINUTES
The minutes of the regular board meeting on September 15, 2011 were approved as presented with a motion from Roy Spangler, seconded by Jack Kramer.

Minutes from the special board meeting on October 5, 2011 were approved as presented with a motion from Kathryn Wallace, seconded by Kristi McGregor.

PUBLIC COMMENT
Deferred to Student Activity Fee discussion item under New Business/Board Action.

PRESIDENT’S REPORT
Audit Report
Michael Schrage, CPA and partner with Plante & Moran, introduced Katie Thornton, Audit Manager with Plante & Moran. Mr. Schrage addressed three documents included in the board packet and presented the financial report of the college as of June 30, 2011. An unqualified, clean opinion was issued by the auditors on the college’s financial statements.

Roy Spangler moved to accept the audit as presented, seconded by Dave Dougherty. The motion was approved by voice vote.

Information Items
1. Average Class Size Report
   Tom Quinn presented the Average Class Size Report for the Fall 2011 semester. The average class size for central campus dropped from 19.3 to 17.9. At M-TEC, the average class increased from 16.3 to 16.4.

2. System Portfolio and Accreditation
   A link to the location on the college website was provided for the draft copy of the System Portfolio which is too large a document to enclose in the board packets. Feedback is welcome before it is finalized and submitted to the Higher Learning Commission for re-accreditation.

3. Report of recent technology survey
   Results of a student technology survey were provided as data for strategic planning. Ninety-seven percent of our students say they have internet access and 70 percent of them have it from their homes. About 76 percent of their computers are less than three years old. Significance of social media was indicated with 86 percent participation in Facebook or similar services.
4. Crime and Safety report
To comply with the Cleary Act, a link to the report on the college website was made available. We had no disciplinary actions for crimes nor offenses reported for 2010.

5. Personnel report
New hires: Abby Heath has been engaged as part-time Auxiliary Daycare Worker. Matthew Moyer has been offered the position of part-time Custodian. Thomas Pavelek, Jr. has been offered the position of part-time Custodian. Kimberly Penix has been hired under the Great Start Grant to offer instruction at The Warbler’s Nest, the children’s learning center, to pre-school aged children with factors which may place them at risk of educational failure.

Promotions, transfers and major changes in assignment:
Jeff Cherryhomes, part-time Custodian and Temporary Part-time Maintenance I – MTEC has been assigned the responsibilities of full-time Maintenance I – M-TEC
Phyllis Padolsky has been advanced to part-time Lead Caregiver from part-time Auxiliary Daycare Worker

Retirements and resignations
Joan Cyma, Operations Coordinator, M-TEC, has resigned.
Ron Maguet, part-time Financial Aid Support Specialist, has submitted his resignation.

Employee achievements, awards and honors:
Kirtland placed sixth in the seventh annual Digital Community Colleges National Technology Survey. This survey documents advances made by community colleges in utilizing information technology and recognizes which colleges are providing a high level of service to their faculty, students, and communities.

BOARD MEMBER REPORTS/OPEN DISCUSSION
Secretary/Treasurer David Dougherty and chair of the finance committee, reported that the finance committee is now taking minutes at each meeting to be shared with the board for communication. The finance committee consists of Trustees Roy Spangler, Kristi McGregor, Dave Dougherty and Chief Finance Officer Jason Broge.

NEW BUSINESS/BOARD ACTION
1. POL 6.115A, Standards of Satisfactory Academic Progress for Financial Aid Eligibility
A motion was made by Kristi McGregor to approve the policy revision for POL 6.115A, Standards of Satisfactory Academic Progress for Financial Aid Eligibility. The motion was seconded by Patricia Webb and approved by voice vote.

2. Student Activity Fee discussion
PUBLIC COMMENT
Jennifer Garner, a student, member of the Student Senate and Student Ambassador, spoke against any move to increase student activity fees to support athletics. Jessica Infante, student and Student Ambassador, expressed discouragement that more students did not appear at this meeting but said she is speaking to and for other students on campus. She reported that students are not in favor of raising student activity fees for the athletic program because it does not benefit the rest of the student body, only athletes. Porsche Santillo, student, spoke of the financial difficulty to attend college and the student activity fee represents a tank of gas to her. Deanna Jarrett, also a Student Ambassador, said she just gave a tour to two new prospective students who were not interested in athletics, nor could she promote athletics to them because she never hears students talk about playing sports.

Dave Dougherty apologized that his speaker, Richard Silverman, Athletic Director, was unable to appear tonight to speak for the athletic program. Mr. Silverman was to talk about trying to make the increased fee multi-purpose to establish an endowment with the college foundation and to support the program. He asked to postpone the discussion to next meeting.

Jack Kramer commented that he knows Alpena Community College has higher student activity fees than we do, and there is a wide range among community colleges. He would prefer a flat fee such as $20 per student, not a per credit hour activity fee. Roy Spangler said he would like to see a set fee for full-time students and a smaller
amount for part-time students, not a per credit hour fee. Additionally, he would like data on how it affects student budgets in terms of financial burden because the last thing we want to do is discourage students from attending Kirtland. Kathryn Wallace agreed with Mr. Spangler and does not see it as an athletic fee, but a fee to cover student needs, such as transportation, not covered by other sources. She said we have students who spend $20 per day for gas to get to school. We need to find a way to support them with busses to attend for a reasonable fee. Here is an opportunity to serve students.

MaryAnn Ferrigan clarified that the discussion is to use the increase specifically for the athletic program. There were at least 70 students who commented to her post on Facebook and many more who gave a thumbs-up on those comments. They all made desperate pleas not to increase student fees. The clearly communicated that if it doesn’t benefit everyone, it should not be done. Dave Dougherty was asked to clarify the purpose of a student activity increase and he affirmed that it is for the athletic program.

Jack Kramer said that if we are going to have athletics, it needs to be funded by the board. He sees the value of athletics for the college as we expand outside our borders for what it adds to the college experience.

Tom Quinn attempted to get a survey of other colleges and knows that many of them fund athletics from their general fund, student fees and foundation donations or fundraisers. Our student activity fee is lower than other colleges, but it is hard to compare due to varying factors. Kristy McGregor spoke of the diversity that athletics brings to the college experience and asked how many students attend KCPA events, yet the college supports that. She said to consider how much marketing publicity the college benefits from athletics. Kathryn Wallace moved to postpone the discussion.

3. Michigan Council for Arts and Cultural Affairs Grant Application

The grant application to the State of Michigan has a new requirement to have board approval for the grant application. The grant is to support Kirtland Center for Performing Arts (KCPA). Roy Spangler moved to approve the grant application, seconded by Kristi McGregor. The motion was approved by voice vote.

ANNOUNCEMENTS

Tom Quinn noted the announcement for Police Academy Graduation should read Friday, November 4, 2011.
The next regular board meeting is Thursday, November 17, 2011 at 7 p.m. at Kirtland House.

The December 8, 2011 board meeting will be preceded by a board retreat somewhere between 4 and 5 p.m. at Kirtland House to discuss updating the board bylaws, conflict of interest and the process of conducting meetings. The regular December meeting will take place at 7 p.m. at Kirtland House.

Tom Quinn noted that next week he will be going to Lansing for lobby efforts for a Bachelor of Science Nursing program to be offered by community colleges. He suggested scheduling another date for board members to go. Roy Spangler, Jack Kramer and Kathryn Wallace indicated an interest. Quinn said he will try to find a date sometime after Oct. 26.

EXECUTIVE SESSION at the request of Tom Quinn for discussion of personnel issue regarding the president’s contract

A motion to enter into executive session was made by Patricia Webb, seconded by Jack Kramer and approved by voice vote. A break was declared to clear the room at 8:30 p.m.

EXECUTIVE SESSION CANCELLED and MEETING RECONVENED
The Executive Session was declared canceled and the regular meeting was reconvened at 8:40 p.m.

ADJOURN
With no other business to come before the board, the meeting was declared adjourned at 8:40 p.m. by Chair Ferrigan.

Respectfully submitted,
Kathy Koch
Recording Secretary