Education Session: The regular board meeting was preceded by an Education Session at 6:15 p.m. with a Planned Giving presentation by Tom Ruden.

CALL TO ORDER
Chair MaryAnn Ferrigan called the meeting to order at 7:11 p.m. with the Pledge of Allegiance.

ROLL CALL
Members Present: David Dougherty, MaryAnn Ferrigan, Jack Kramer, Kristi McGregor, Roy Spangler (via Skype), Kathryn Wallace
Members Absent: Patricia Webb
Others Present: Donald Barr, Jason Broge, Jeanne Brown, Nick Holton, Denise Kemp, Kathy Koch, Julie Lavender, Allen Mabarak, Sarah Madonna, Jeff Patrus, Kathy Marsh, Joe Meadows, Kyle Morrison, Tom Quinn, Lynne Ruden, Tom Ruden, Evelyn Schenk, Ilene Scherer, Tim Scherer, Dale Shantz, Ron Sharpe, Wini Sharpe, Lynn Taylor,

WELCOME
Members and guests were welcomed by Chair Ferrigan. Tom Quinn acknowledged Jeff Patrus from the Oscoda County Herald who is becoming a regular rather than a guest.

Agenda Request
Tom Quinn asked for the addition of an action item to approve the purchase of equipment in an amount over $25,000.

APPROVAL OF MINUTES
Approval was deferred for editing.

PUBLIC COMMENT
None

PRESIDENT'S REPORT
1. Personnel report
   New Hires: None at this time.
   Promotions, Transfers, and Major Changes in Assignment: Katherine Eagan, Part-time Library Technician has been offered the position of Part-time Reference Librarian.
   Retirements and Resignations: Jeanne Brown, Instructor of English, has accepted the Board’s Retirement Incentive offer, effective the conclusion of the current contract year.
   Employee Achievements, Awards, Honors, and Thanks: The Kirtland Community College and River House Shelter Collaborative Partnership has been selected by the Michigan Campus Compact to receive the 2012 Campus-Community Partnership Award. The award states “The collaboration between Kirtland Community College and River House epitomizes the best practices of a college-community partnership.” Nick Holton, Math Instructor and Service Learning Coordinator, spoke about the competition and collaboration for the award. Outstanding faculty award was given to Patricia Mathews. He displayed the awards and presented one to the board.

   Nancy Pavelek, Nursing Instructor, donated over 73 pounds of food, of 330 pounds recently collected by employees, for Kirtland’s food pantry for low-income students.

   Scott Rice, Art Instructor, won honorable mention with his graphite rendering, Royal Bath, at the Dennos Museum Northwest Regional Juried Art Exhibition and Reception in Traverse City.

   KCC student Jasica Opperman-Whitney, of KCC Part-time Instructor Maggie Tatum’s English Comp II class, has won second place in the statewide LAND writing competition with her essay "The War with PTSD."
Wendy Hillman, Nursing Instructor, will be honored as this year’s Living Legend at the Living Legend Ball 12 hosted by St Mary’s of Michigan Standish Hospital.

The Winter Faculty List was included as a board information item.

2. Average Class Size Report
Kathy Marsh, Dean of Instruction, pointed out that this report reflects that our enrollment numbers are returning to the 2007-08 years as projected.

3. Facilities presentation on energy saving practices
Evelyn Schenk, Facilities Director, explained a program of monitoring energy performance for prior and current use data analysis enabling cost-saving decisions. A light meter and infrared camera provide valuable information for trouble-shooting and prevention efforts involving energy loss. A temperature control program includes direct digital control savings between 15 to 25 percent of past expenses. Variable frequency drives (VFDs) control the speed of motors that blow heated air throughout the system. By switching from single speed motors to VFDs we can save from 30 to 50 percent of energy costs for the motors. Occupancy sensors are another tool for energy savings that are being implemented. Joe Meadows displayed the light meter and infrared camera and Ron Sharpe talked about the temperature control system. The presentation concluded with the statement, “Good energy management is good business.”

4. Differential tuition
Tom Quinn introduced the concept of differential tuition as a model for charging tuition-by-program rather than a flat rate. He asked the board whether they are interested in this concept. MaryAnn Ferrigan expressed concern over losing students who look for the lowest rates and asked what other colleges do. Can we be competitive with differential tuition rates? Quinn responded that further research is ongoing regarding what other colleges are doing, or planning to do, with tuition rates. For high-demand, high-quality programs, can we charge accordingly? The comparison given was, if you have a Cadillac, you can charge Cadillac prices. If you have a Chevrolet, you pay Chevrolet prices.

Quinn said that this college has not examined its pricing structure for a long time. He asked, how do we price our product and what options are feasible. Vocational programs cost more to offer and vary by program. Kathryn Wallace spoke of hidden costs that students don’t realize when comparing tuition rates. Costs by course are not evident and it can become an issue of truth in advertising. Block tuition is another option; a flat fee per semester. It was agreed to pursue the concept of differential tuition to obtain more information for a data-based decision. Dave Dougherty added that we need to be competitive, but must compare apples-to-apples. If we have a Chevrolet, don’t expect Cadillac prices.

BOARD MEMBER REPORTS/OPEN DISCUSSION
Finance Committee Report
Dave Dougherty reported that the February meeting was canceled due to lack of attendance, so his report was based on minutes from the January 4, 2012 meeting.

Athletics
MaryAnn Ferrigan brought up the athletics program. She said for 2012-13 for budget purposes, we need to bring to a vote at the next meeting whether or not to have an athletics program. Dave Dougherty said that as long as we are examining pricing of programs, athletics should be included. Ferrigan expressed an urgency to make a decision due to the affect it has on students, staff, and recruiting efforts. Jack Kramer said the finance committee needs to hash out the athletics budget to be incorporated in the budget development process. Kathryn Wallace proposed a special meeting within the next three weeks devoted to this issue. It was agreed that at the next finance committee on March 7 the committee will discuss a recommendation for the March board meeting.

March Board Meeting
Tom Quinn reported that the MCCA spring meeting is March 15-16 which conflicts with the March 15 board meeting. A suggestion was made to move the March board meeting to March 22. Kathryn Wallace made a motion to declare the next board meeting March 22 at 7 p.m. The motion was seconded by Dave Dougherty and approved by voice vote.
MaryAnn Ferrigan reported attending the KCC Foundation meeting this week, but will report on it in March.

Other
Roy Spangler stated that he has noticed some resistance to attempts to make the college more competitive with other community colleges in fields such as automotive, welding, and some others. He said he wants clarification that the board supports the direction the president is moving toward making the college more competitive.

NEW BUSINESS/BOARD ACTION
1. **Second reading: POL 2.285 Conflict of Interest for members of the Board of Trustees**
   A motion to approve POL 2.285 by Dave Dougherty was offered. Jack Kramer seconded the motion which was approved by voice vote.

2. **Second reading: Bylaws of the Board of Trustees revision**
   Jack Kramer pointed out that Public Act 317 and 318 was cited in the previous policy, but not in the revised policy. He also would like to see an ethics policy with a committee formed to handle conflicts of interest. Section 10 is in opposition with previous policy. Kristi McGregor recommends “have” versus “shall” abstain from voting; it should not be an option. The policy revision was deferred to another reading.

3. **Second reading: POL 1.035 Standards of Good Practice for Members of the Board of Trustees**
   A motion to approve the second reading of POL 1.035 revision was made by Jack Kramer, seconded by Dave Dougherty and approved by voice vote.

4. **New program: Associate in Applied Science Health Information Technology (online)**
   A motion to approve new program, Associate in Applied Science Health Information Technology (online) was made by Roy Spangler, seconded by Jack Kramer and approved by voice vote.

5. **New Program: Associate in Applied Science Mechatronics Facilities Technician**
   A motion to approve new program Associate in Applied Science Mechatronics Facilities Technician and new program, Associate in Applied Science Mechatronics Industrial Technician, was made by Jack Kramer, seconded by Kristi McGregor and approved by voice vote.

6. **New Program: Associate in Applied Science Mechatronics Industrial Technician**
   (Approved; see #5)

7. **New program: Certificate of Completion Grant Writing (online)**
   A motion to approve new program Certificate of Completion Grant Writing (online) was made by Roy Spangler, seconded by Jack Kramer and approved by voice vote.

8. **New Program: Certificate Vascular Sonography (online)**
   A motion to approve new program Certificate Vascular Sonography (online) was made by Kathryn Wallace, seconded by Dave Dougherty and approved by voice vote.

9. **New program: Associate in Science**
   A motion was made by Kristi McGregor to approve new program Associate in Science. The motion was seconded by Jack Kramer and approved by voice vote.

10. **Discontinue program: Associate in Applied Science Outdoor Power Engines**
    A motion to discontinue programs Associate in Applied Science Outdoor Power Engines and Certificate of Completion Outdoor Power Engines was made by Kathryn Wallace. The motion was seconded by Jack Kramer and approved by voice vote.

11. **Discontinue program: Certificate of Completion Outdoor Power Engines**
    (Approved; see #10)

12. **Discontinue program: Associate in Applied Science Corrections Officer Admin.**
    A motion to approve discontinuation of Associate in Applied Science Corrections Officer Admin, Associate in Applied Science Criminal Justice Admin. and Associate in Applied Science Fire Science Admin., Certificate of
Completion Fire Science and Certificate of Completion Corrections Officer was made by Roy Spangler. The motion was seconded by Kathryn Wallace and approved by voice vote.

13. **Discontinue program: Associate in Applied Science Criminal Justice Admin.**
   (Approved; see #12)

14. **Discontinue program: Associate in Applied Science Fire Science Admin.**
   (Approved; see #12)

15. **Discontinue program: Certificate of Completion Fire Science**
   (Approved; see #12)

16. **Discontinue program: Certificate of Completion Corrections Officer**
   (Approved; see #12)

17. **Discontinue program: Associate in Science Life Science**
   (Approved; see #12)

18. **Discontinue program: Associate in Science Physical Science**
   (Approved; see #12)

19. **Resolution to authorize temporary application for special license, March 8 Business-After-Hours**
    A motion to authorize temporary application for special license for March 8 Business-After-Hours event was made by Kristi McGregor and seconded by Dave Dougherty. The motion was approved by voice vote.

Additional action item:

20. **Purchase of equipment for cardiac and vascular sonography program in excess of $25,000**
    A motion to approve the purchase of remanufactured equipment for the cardiac and vascular sonography program in the amount of $26,600 was made by Roy Spangler and seconded by Dave Dougherty. The motion was approved by voice vote.

**ANNOUNCEMENTS**

Tom Quinn reported on the men’s and women’s basketball wins last night against Alpena Community College. Kristi McGregor thanked the many faculty and staff who attended.

Quinn pointed out that the March 8 event is during the college’s Spring Break and he handed out buttons for promoting the new programs approved tonight.

**ADJOURN**

With no other business to come before the board, the meeting was declared adjourned at 9:43 p.m. by Chair Ferrigan.

Respectfully submitted,
Kathy Koch
Recording Secretary