KIRTLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES MINUTES
March 22, 2012

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

ROLL CALL
Members Present: David Dougherty, MaryAnn Ferrigan, Jack Kramer (via Skype), Kristi McGregor, Roy Spangler, Kathryn Wallace, Patricia Webb

Members Absent: None

WELCOME
Members and guests were welcomed by Chair Ferrigan.

APPROVAL OF MINUTES
January 19, 2012
Minutes from the January 19, 2012 regular board meeting were approved by voice vote; motion by Dougherty, second by Spangler

February 17, 2012
Minutes from the February 17, 2012 regular board meeting were approved with corrections; motion by Wallace, second by McGregor.

PUBLIC COMMENT
Richard Silverman, Athletic Director, recognized the cross country teams. The men’s team qualified as an All American Academic Team awarded by NJCAA. In addition, individuals (from both the men’s and women’s cross country teams) were presented All Academic certificates with grade point averages of 3.2 or above. Coach Don Haskin was asked to hand out the All Academic certificates to Camille Szubelak, Samantha Jones, Harley Glover, Michael Kilbreth, Steven Wysocki, Sam Jones, Matt Bolinger, and Titus Brown. Jack Kramer congratulated the teams on their outstanding achievements.

Peter Szubelak stated that four of his children participated in college sports, three of them at Kirtland. He wants to see other students in northern Michigan have the opportunity to be athletes and complete their educational programs at Kirtland.

Doug Ryckman, former athletic director, said that the athletic program needs more marketing to get the word out about the athletic activity. He said that the game against nationally ranked Mott Community College (which we lost in overtime), was a very exciting game.

PRESIDENT’S REPORT
1. Personnel report
   New Hires: None at this time.
Promotions, Transfers, and Major Changes in Assignment:
Kerry Hannah, eLearning Coordinator, has assumed the duties of the Title-III funded Instructional Designer and Kristy Gispin, formally Instructional Designer, is now performing the duties of the eLearning Coordinator.

Sherri O’Neil, Part-time Sonography Externship Coordinator at M-TEC, was assigned the additional responsibilities of M-TEC Student Support.

Retirements and Resignations: None at this time.

Employee Achievements, Awards, Honors, and Thanks:
Kirtland’s Alpha Omicron Gamma Chapter of the Phi Theta Kappa Honor Society has completed the Society’s Five Star Level of Success. This achievement will be recognized at the International Convention in April and awards will be presented to the chapter at the Michigan Regional Conference in May.

Richard Silverman, Athletic Director, reports that the Kirtland’s men’s cross-country team was selected as an NJCAA Academic All-American Team. Only 24 x-country teams in the country qualified for this award. To qualify, an NJCAA team must have a 3.2 overall GPA. All members of an All-American team receive a certificate of recognition, as long as his/her GPA is over a 2.70. The team members receiving the team award are: Harley Glover, Atlanta, MI; Joe Jones, Gaylord, MI; Matthew Bolinger, Roscommon, MI; Michael Kilbreth, Sanford, MI; Steven Wysocki, Hale MI; Titus Brown, Fairview, MI.

Kirtland’s Criminal Justice Department has been recognized by the United States Justice Department for the community service program, Food for Thought. The program is seen as a model for law enforcement training community outreach programs, and has recently been adopted by Delta Community College.

2. Standish request for classes
Tom Quinn provided a presentation regarding a request for offering courses outside of our district and a strategic planning opportunity this presents. He provided data showing trends in state aid, property taxes, tuition as a portion of our budget, and other sources of revenue. He stated we are becoming more tuition-dependent, and thus, students are becoming more valuable. Factors to consider are our population base, enrollment trends, dependence on tuition, competition for students and future policy/legislation. Data shows us where the students live which is south and east of our district. We need to look now at getting into new markets to survive. Trustee Kathryn Wallace said that a college without borders is where we have been going. Not to look at how people are learning and focusing on only serving in-district students is ludicrous. It makes sense to reach out to surrounding, underserved counties. MaryaryAnn Ferrigan asked whether we can annex those districts to get millage revenue. Quinn responded, yes but by school district rather than by county, but that annexation votes have not been successful lately. Roy Spangler commented that the total senior high school in that area is a significant increase from what we currently have. Jack Kramer summarized that the board direction is to move forward and expand for the future.

3. AAS Degree changes presentation
Tom Quinn provided a presentation of changes in the AAS degree to ensure our competitiveness with other community colleges. He provided a brief summary of the degrees Kirtland offers. We are changing the learner outcomes, or competencies, for general education to fit with an emphasis on what employers need from employees. It includes critical thinking/problem solving, oral and written communications, teamwork/collaboration, diversity, information technology applications, and leadership. He also presented thoughts on the value of certificate programs to students in the work place. He also presented thoughts on the value of certificate programs to students in the work place.

4. System Appraisal
Kathy Marsh, Dean of Instruction, explained that the system appraisal is a feedback report in response to the system portfolio submitted last November. The Higher Learning Commission acknowledges we are meeting all the regulations and requirements for accreditation from the federal government and gives the commission’s thoughts on how we can continue to improve. KCC is accredited using a continuous improvement process that needs to show how we are using the results of measurements for decision making. Every four years we have to submit a system portfolio for accreditation with a visit every seven years. Our last visit was September 2009.
BOARD MEMBER REPORTS/OPEN DISCUSSION

Foundation Report
MaryAnn Ferrigan, representative to the Kirtland Community College Foundation, reported on the February 14, 2012 foundation meeting. The Foundation has experienced a loss in unrealized appreciation due to market fluctuation. A committee is being formed to interview applications for a new executive director and scholarships were reported on along with campaign donations to date.

NEW BUSINESS/BOARD ACTION

1. **Program suspensions/discontinuation**
   Kathy Marsh explained that based on the preceding presentation about degrees and certificates, we are selling students short by giving certificates rather than a full associate degree. There are still some cases where certificates are practical such as LPN. Jack Kramer stated that he knows a number of students are thrilled just to get a certificate such as automotive for an entry-level job. Roy Spangler questioned deleting certificates in welding, HVAC and electrical technology as necessary for entry level jobs in northern Michigan. Kristy McGregor agreed that some students cannot easily move beyond the certificate level so a lack of certificates would penalize them. Kathryn Wallace agreed, commenting that we need to develop community college technical trades and streamline academics for students to get jobs. Kathy Marsh responded that if we want to be more than a technical school, we need to raise the standards.

   Mary Ann Ferrigan questioned whether a different recommendation should be considered. Tom Quinn noted that a lack of support is evident, so administration will reconsider the direction.

2. **Emeritus Status, E. Koliba**
   Dale Shantz presented a resolution to grant emeritus status to former administrator, Ed Koliba. A motion to adopt the resolution was made by Dave Dougherty, seconded by Patricia Webb. The resolution was approved by voice vote.

3. **Honoraire Status, K. Koch**
   Dale Shantz offered a resolution to grant honoraire status to Kathy Koch, who is retiring effective April 1, 2012. A motion to adopt the resolution was made by Dave Dougherty, seconded by Jack Kramer and approved by voice vote.

4. **Athletics Budget**
   Roy Spangler moved to maintain, for one year, the athletic program as presented in the proposed budget with the administration having the ability to adjust it accordingly in development of a total budget. Dave Dougherty seconded the motion. Discussion ensued with Roy admonishing the need to beware of revenues under expenditures. The current situation economically, is not as it was when the program was started. He noted as with the cross country teams represented here, students are from local communities which shows there is a lot of talent in northern Michigan. Richard Silverman commented on the athletic budget proposal that there may be some areas where expenses can be reduced, but clarification is needed on the scholarship portion for the recruiting period rapidly approaching. We want 46 student athletes here for fall. That is larger than most vocational programs.

   Kathryn Wallace stated that if we do this, we are spending $2,667 per student athlete, so the same should be done for all the nursing students. We are looking at a special group of people and leaving behind all the rest. It should be equal. The scholarships should be equal on a per student basis.

   MaryAnn Ferrigan said we are proud of our athletes’ achievements and the program is not just the cross country team. Richard Silverman added that all athletes are from our area except for the men’s basketball team which has only one local player. The grade point average of all the athletes averages 2.975, and diversity prepares students for multi-cultural experience and a global perspective. Only three of our international students received scholarships. We can make an effort to recruit more from the district, but we cannot provide the diversity. MaryAnn Ferrigan added that we rely on all the other students to support this program. It will cost every student on this campus at least $2 per credit hour to have athletics. We are looking at a seven percent tuition increase for
next year. How can we support the cost of a program that supports a few? If we are going to have athletes, we have to be top-notch which costs more, and if we cannot have a top-notch program, why have one at all? We are trying to run the program in an unrealistic way and it is not working.

Kristy McGregor wanted clarification about a lack of fund raising. It has been done since the beginning, even at the CRAF center. Kathryn Wallace was interested in knowing of the athletes over the last five years, how many completed a degree. She wants to see statistics on who actually graduated from Kirtland. Kristy responded that she knows of only four students from the men’s basketball teams not pursuing a four-year degree from the past five years.

Roll Call Vote:
Jack Kramer, Aye
Roy Spangler, Aye,
Kristy McGregor, Aye
Patricia Webb, Aye
MaryAnn Ferrigan, Nay
Dave Dougherty, Aye
Kathryn Wallace, Nay

Motion carried.

Five minute recess declared 8:52 p.m. Reconvened at 9:03 p.m.

5. **First reading: POL 2.140 Smoking**

Dale Shantz presented a revised policy to make the campus tobacco-free except in personal vehicles. Kathryn Wallace stated that she cannot support giving the ability to smoke in their vehicles, that we should declare this a totally smoke-free facility including the parking lots. Roy Spangler asked whether we want the liability of eviction by our Dept. of Public Safety. MaryAnn Ferrigan said that becoming a tobacco-free campus is being done a step-at-a-time, and this is the next step.

Kathryn Wallace made a motion to move the proposed policy revision to a second reading with an amendment that use of tobacco products or smoking is prohibited on college grounds. Roy Spangler seconded the motion. MaryAnn Ferrigan stated that she would like to see the proposal rewritten as a compromise. Kristy McGregor stated that she would hate to eliminate a whole set of students on campus with a legal addiction, that we should not eliminate a whole class of people, so allow them to smoke in their vehicles.

Vote: 2 ayes, 5 opposed

Motion defeated.

New motion was made by Dave Dougherty to approve moving the proposal to a second reading as it is proposed. The motion was seconded by Jack Kramer. Discussion: Patricia Webb stated that she does not like the word “evicted,” and “asked to leave” might be a better choice. The motion was amended accordingly and approved by voice vote.

6. **Approval of Tuition and Fees for 2012-13**

Dave Dougherty moved to approve tuition and fees for 2012-13 as presented. The motion was seconded by Jack Kramer. Discussion: Kathryn Wallace said she would like to see a fifth category for active duty military personnel and their families to be allowed to pay in-district rates to recruit people on active duty to take classes from Kirtland either physically or online. Tom Quinn suggested adding or changing it later. In the meantime, we can ask for data on military personnel rates. Kathryn Wallace also noted that the student activity fee should be higher, as no other college is that low. Quinn added that administration did not want to deal with activity fees at this time. The motion was approved by voice vote.

7. **West Branch Budget for Remodeling**

Total project is estimated at $427,546 and the administration is requesting board approval to spend this amount for the project at West Branch. The goal is to bring the project in under this amount through the bid process. It was
agreed to let the finance committee decide on a construction manager. A motion to approve up to $427,546 for remodeling the West Branch site was made by Kathryn Wallace; seconded by Roy Spangler and approved by voice vote.

8. Approval of appointment to M-TEC Governing Advisory Board

Dave Dougherty moved to approve the appointment of Brian Dorr of Breitburn Operating in Gaylord, to the M-TEC Governance Advisory Board. The motion was seconded by Patricia Webb and approved by voice vote.

ANNOUNCEMENTS
Lynn Taylor announced and invited everyone to attend a retirement party for Kathy Koch on Wednesday, March 28 from 1 to 4 p.m. in the college board room.

ADJOURN
With no other business to come before the board, the meeting was declared adjourned at 9:53 p.m. by Chair Ferrigan.

Respectfully submitted,
Kathy Koch
Recording Secretary