KIRTLAND COMMUNITY COLLEGE
October 10, 2013

REGULAR MEETING OF THE BOARD OF TRUSTEES
7:00 p.m. in the Student Center Conference Room

MINUTES

Call to Order; Pledge of Allegiance
The meeting was called to order by Chair Ferrigan at 7:04 p.m. with the reciting of the Pledge of Allegiance.

Roll Call

Members Present: Kathryn Wallace, Ed Pearen, Dave Dougherty, Kristi McGregor, MaryAnn Ferrigan, Roy Spangler

Members Absent: Jack Kramer

Administrators Present: Tom Quinn, Jason Broge, Evelyn Schenk, Julie Lavender, Ilene Scherer, Dale Shantz, Nick Holton, Michelle Vyskocil, Tim Scherer, Laura Percival

Public Comment
There were no public comments.

Welcome and Introduction of Guests
M. Ferrigan welcomed the guests who were present.

Consent Agenda

a. Approval of Minutes: September 19, 2013 – Regular meeting of the Board
That the Board of Trustees of Kirtland Community College approves the minutes of the September 19, 2013 regular meeting of the Board.

b. Approval of Minutes: September 19, 2013 – Closed Session of the Board
That the Board of Trustees of Kirtland Community College approves the minutes of the September 19, 2013 Closed Session of the Board.

c. Resolution to Collect Summer Taxes
That the Board of Trustees of Kirtland Community College adopts the Resolution to Levy and Collect Summer 2014 Property Taxes as presented.

RESOLUTION
R. Spangler made a motion, K. Wallace seconded, that the Board of Trustees of Kirtland Community College approves the consent agenda (items a-c) as presented.

MOTION WAS ADOPTED VIA VOICE VOTE
**President’s Report – T. Quinn**

a. Personnel Report – Dale Shantz presented current updates/changes in personnel and added that Janet Gates has been hired to fill the position of Administrative Assistant to the President.

b. Laura Percival presented on Kirtland being awarded a $90,000 Grant, and a brief explanation of how and where the funds will be spent.

c. T. Quinn presented data on dual enrollment: Concern for public education; cost of university education; parental concern for lack of focus of students at universities; enrollment competition; local schools requesting Kirtland to provide dual enrollment; law provides for dual enrollment process.

d. T. Quinn presented handout on Postsecondary Enrollment Options Act (Act 160 of 1996). Several local schools have expressed an interest in dual enrollment with Kirtland.

e. T. Quinn presented handout on Kirtland Manual of Procedures: Dual and Concurrent Enrollment Program.

**Q & A:**

R. Spangler inquired as to Kirtland’s potential market in this area? T. Quinn stated it would be slow to start, but projected to double every year.

D. Dougherty asked if we had sufficient staff? T. Quinn responded ‘no’.

M. Ferrigan commented it would be cost effective with a full classroom of 24 students at $8,000 per course averaging $333 per student.

K. Wallace expressed concern for mixed ages of students in classes.

**Information Items** – none to report

**Board Member Reports/Open Discussion**

M. Ferrigan recommended moving discussion regarding the preliminary goals of the President to open discussion at the Board Retreat Meeting scheduled for Monday, October 21, 2013.

M. Ferrigan commented the Program Studies presented at the last Board meeting were a great way to evaluate programs.

**New Business/Board Action**

Motion by R. Spangler, seconded by Ed Pearen that the Board of Trustees of Kirtland Community College adopts the Best Practices Resolution in compliance with the State of Michigan School Aid Act 94 of 1979, Section 388.1830 amended, subsection 230 (3) as presented.

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<td>K. McGregor</td>
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<td>M. Ferrigan</td>
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<td>E. Pearen</td>
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The motion was adopted by roll call vote.
RESOLUTION
Motion by R. Spangler, seconded by E. Pearen, to open discussion on the 1st reading of the Policy on Athletics carried over from the Finance Committee Meeting.

MOTION ADOPTED VIA VOICE VOTE

In regard to item #6, the Board expressed concerns on the wording regarding the reporting of injuries. Why would some injuries be reported immediately and others within 48 hours? Dale Shantz stated ASAP is assumed, but 48 hours is the deadline.
Ed Pearen recommended ‘report immediately and paperwork processed within 48 hours’.

Recommended that the 2nd reading stipulate reporting an injury immediately when feasible, but not to exceed 48 hours.

E. Pearen inquired as to what Kirtland requires of non-employees? Is a background check performed? Is coach training offered/required? CPR training? Are they covered on our liability insurance? Clarify these issues before the second reading.

K. McGregor asked if Kirtland has a policy on texting while driving. D. Shantz responded that Kirtland’s policy states ‘drivers shall obey all state laws’.

M. Ferrigan called for a vote to accept the 1st reading of the Policy on Athletics, with changes.

K. McGregor  nay
D. Dougherty  aye
M. Ferrigan  aye
E. Pearen  aye
R. Spangler  aye
K. Wallace  aye

M. Ferrigan stated motion carried

Announcements

Julie Lavender spoke briefly on the upcoming performance by Los Valientes at KCPA/Roscommon Campus being offered at no charge to the public on Thursday, October 31st at 1:15 p.m.

With no further business to discuss, M. Ferrigan declared the meeting adjourned at 8:19 p.m.