

KIRTLAND COMMUNITY
COLLEGE
Board of Trustees Regular
Meeting Minutes August 19, 2021

Date: Thursday, August 19, 2021

Time: 7:00 p.m.

Location: Kirtland Community College, Grayling &
Via Zoom Software

Type: Regular Meeting

Notice Provided in Advance: Yes

Quorum: Satisfied (minimum of four required)

Present: Mary Ann Ferrigan, Chairman
Jack Kramer, Vice Chair
Ed Pearen, Secretary
Tom Ritter, Trustee
Alan Bruder, Trustee
Roy Spangler, Trustee
Amy Knepp, Trustee

Kirtland Community College Guest:

Dr. Tom Quinn – President	Ron Sharpe - Zoom
Jake Haulotte – IT staff	Kristen Barnhart
Nathan Sutton	Chris Bowman
Michelle Vyskocil	Gina Moya
Dr. Amy Fugate	Marj Esch - Zoom
Amy Knepp, Trustee	Ron Sharpe - Zoom

I. ROUTINE

- Call to Order: 7:00 p.m. by Chairperson Mary Ann Ferrigan
- Pledge of Allegiance
- Mission and Vision Statement - To provide innovative educational opportunities to enhance student lives and build stronger communities. Kirtland will be the first choice for learner-centered education, guiding students and communities toward success.
- Roll Call –All board members were present in person
- Welcome to Guests – Nicole Claussen, John Theil, Scott Rice (KCC Instructors)

II. Public Comment

- Nicole Claussen, Surg Tech Program Director at Kirtland, and Union President addressed the Board members regarding opposition to POL 4.455 Faculty Teaching at Another College. Claussen discussed conversations with President Quinn regarding the policy and further stated the matter has gone unresolved, which will lead the union to file a demand to bargain. Claussen called the policy over-reaching, an invasion of privacy, interference with faculty member's ability to earn a living, and unfair labor practices. Claussen asked the Board to table the policy until the respective administrators meet with the union to discuss the implications of the policy as she did not want to take further legal actions.

III. Consent Agenda

- a. June 17, 2021, Regular Board Meeting Minutes
- b. June 17, 2021, Public Hearing on College Budget Minutes
- c. July 15, 2021, Board Retreat Meeting Minutes
- d. July 15, 2021, Regular Board Meeting Minutes
- e. Revision of POL 5.145 Terminations
- f. Revision of POL 5.365 Timesheets
- g. Revision of POL 6.031 Academic Amnesty

Motion by Vice Chair Jack Kramer to accept Consent Agenda (a-g) as presented, and the policies presented be approved as a second read.

Second by Trustee Amy Knepp. No further discussion. Motion passed unanimously without dissent.

IV. NEW BUSINESS

- Revision of POL 5.105 Travel Insurance. Motion by Vice Chair Jack Kramer to accept as a first read and forward to the agenda of the September Board meeting for a second reading. Second by Trustee Tom Ritter, Discussion ensued regarding policy amount and campus locations (Gaylord, college-related business), motion carries; passed unanimously.
- Revision of POL 5.050 Performance Appraisals. Motion by Vice Chair Kramer to table

Discussion for further clarification. Second by Trustee Ed Pearen. Discussion ensued regarding the frequency of performance appraisals, policy name, a suggestion to add "non-probationary" to the policy name. Motion passes unanimously without descent,

- Revision of POL 2.035 Travel and Expense Reporting and Reimbursement. Motion by trustee Alan Bruder to accept as a first read with amendments and forward to the agenda of the September Board meeting for a second reading. Second by trustee Roy Spangler. No further discussion. Motion passes unanimously without descent.
- Revision of POL 2.045 Appraisals. Motion by trustee Roy Spangler to repeal policy. Seconded by trustee Alan Bruder. Discussion ensued regarding the purpose and the need for appraisals on college property. No further discussion. Motion carries without descent.
- Adoption of POL 5.455 Vaccinations for Employees. Motion: by Vice Chair Jack Kramer to adopt the policy as a first read, seconded: Roy Spangler. Discussion ensued regarding an individual's rights to take the vaccine or not take the vaccine. The members acknowledged the vaccines that are in the trial stages and not yet approved by FDA. The increase in CoVid numbers and the Delta variant was also discussed. Discussion further took place regarding the policy's ability to help protect students and employees. Clarity regarding the policy authorizing the President to require employees to be vaccinated was discussed, as well as Kirtland's attorney's recommendations; and setting a protocol requiring unvaccinated employees to get tested every three days; and other possible policies that will encourage employees to get a CoVid vaccine. Board members also spoke about a motion made by Grand Traverse county. A roll call vote was taken: Kramer – Yes; Bruder – Yes; Ritter – Nay; Ferrigan – Nay; Spangler – Yes; Knepp – Nay; Pearen -Nay. Motion does not carry.
- Adoption of POL 4.455 Faculty Teaching at Another College. Motion: by Roy Spangler to accept as a first read and forward to the agenda of the September Board meeting for a second reading. Second by Trustee Tom Ritter. Dr. Quinn provided board members with an updated copy of the policy that was attached to the board packets. Discussion ensued regarding Otsego county's contract with Kirtland; Kirtland's full-time instructors teaching at competing colleges; the new language in POL 4.455; competing colleges that are recruiting Kirtland's instructors; the number of instructors failing to notify the President of their intent to teach at a competing college and the use of Non-Compete clauses that should be in the teaching contracts that prohibits Kirtland instructors from teaching at surrounding colleges. Further discussion ensued regarding the Otsego county, and the millage passed, securing the University Center as college property to meet the needs of the county. Further discussed was a full-time faculty member who chose not to teach at Kirtland for the summer, but provided instruction at North Central Michigan College. Further discussed was the competition for students among the colleges, Title III funds directed towards teaching instructors regarding teaching courses, and Kirtland's competitive edge and ranking. Discussions occurred amongst the Board members, visitors, administrators, and the President. Dr. Quinn further stated that the union members cannot bargain on Board policies but can bargain with their union contract. Dr. Quinn stated that, at the very least, faculty should advise the President of their intent to teach at other colleges. Dr. Quinn discussed advice from the attorney and contract language with regards to this issue. The Board agreed that during contract negotiations, more discussion should take place on this issue. No further discussion. Motion passed unanimously without descent.
- Resolution Authorizing Signature on the Sale of the Roscommon Campus Purchase Agreement. Motion by Trustee Amy Knepp to authorize Tom Quinn, President, to sign the sale agreement with Prime Rock on purchasing the Roscommon campus and potential developments. Second by: Vice Chair Jack Kramer. Discussion regarding the purpose of the document and legal agreements with Prime Rock ensued amongst Board members. Motion passes without descent.

IV. President's Report

- Higher Learning Commission Agenda – Kirtland has received no further information from the HLC regarding their agenda. They will be arriving the morning of Sept. 13 and departing Sept. 14. They will send a five-member panel from Community and Technical colleges. Dr. Quinn provided the Board with an HLC policy; they have asked to speak with Board members during a luncheon. Dr. Quinn provided highlighted material pertaining to the governing Board, potentially what the HLC will be reviewing with Board members present on Sept. 13 or 14. Dr. Quinn discussed HLC's criterion for the governing Board – which may be addressed by the HLC during their visit.
- Ribbon Cutting Ceremony – Dr. Quinn discussed the request from the Board to continue the Ribbon Cutting ceremony and the concerns regarding the Open House ceremony and high CoVid numbers. Discussion regarding tours during the Ribbon Cutting Ceremony, the agenda for the Ribbon Cutting, and postponing the Open House on Sept. 11. Suggestions were regarding the possibility of tours, and safety measures for faculty and staff at a Ribbon Cutting ceremony were discussed.

V. Board Member Reports/Open Discussion

- Trustee Amy Knepp requested reviewing the network policy at a future meeting.
- Madam Chairperson asked about updated information from the Governor regarding the Open Meetings Act and Zoom meetings.

VII. Announcements & Calendar Items

- August 25 and 26 – vaccination clinic held on campus 11 a.m. – 1 p.m.
- September 10 and 11 – Ribbon Cutting Ceremony and Open House
- October 13-16 is ACCT Leadership Congress – Reservations canceled

VIII. ADJOURNMENT

With no further business to discuss, Chairperson Mary Ann Ferrigan adjourned the meeting at 8:37 p.m.

Minutes submitted by:
meeting on Gina Moya

Adopted by the Board during the

Date

/s/

President's Signature