KIRTLAND COMMUNITY COLLEGE

REGULAR MEETING OF THE BOARD OF TRUSTEES ~ MINUTES December 13, 2018

Meeting called to order by Vice Chair Kramer at 6:04 p.m. Pledge of Allegiance and reading of the Board of Trustee's Mission Statement.

Roll Call: Trustees present: Jack Kramer, Ed Pearen, Amy Knepp, Roy Spangler

and Tom Ritter

<u>Trustees absent:</u> MaryAnn Ferrigan, Aaron Coltrane

Employees present: Tom Quinn, Michelle Vyskocil, and Nathan Sutton

Welcome and Introduction of Guests: At this time, the Board welcomed newly elected Trustee, David Patterson, who begins his term next month.

Public Comment: None

Consent Agenda: Motion by Trustee Knepp, second by Trustee Ritter, to approve the consent agenda (A-B) as presented. All in favor. Motion carried.

New Business:

C. New Policy – Possession & Use of Marijuana

Review of the proposed new policy by Nathan Sutton, Asst. Director of Human Resources, addressing issues regarding the recently passed law legalizing the use of recreational marijuana. Trustee Knepp inquired whether the policy was strong enough to hold up in court, if challenged. Mr. Sutton explained the college must strictly adhere to the Federal law or would lose eligibility to receive Federal funds or any other form of financial assistance under all Federal programs. Vice Chair Kramer inquired as to whether it would affect the use of medical marijuana. Mr. Sutton noted there were no changes to the medical marijuana law of 2008.

- Motion by Trustee Spangler, second by Trustee Ritter, to adopt the new policy as presented. All in favor. Motion carried.
- D. Resolution Authorizing Individuals to Act on Behalf of Plan Review by Nathan Sutton, of the proposed resolution, which was requested by VALIC. Vice Chair Kramer inquired as to whether this had been brought before the union. Mr. Sutton stated 'yes', noting that an announcement had been made at the previous convocation, that both faculty and staff have been active on the college's Retirement Plan Committee, and that additional communications have also been conveyed. Motion by Trustee Knepp, second by Trustee Spangler, to approve the Resolution as presented. All in favor. Motion carried.
- E. Proposed new (Certificate) program Business Office Specialist Review by Erine Adams of the program description and prospective curriculum. Trustee Knepp inquired as to the next step of the approval process once the Board has approved the program. Ms. Adams stated it then goes to the Higher Learning Commission for approval.

Motion by Trustee Knepp, second by Trustee Spangler, to approve the Business Office Specialist (certificate) program. All in favor. Motion carried.

President's Report:

- ❖ Michelle Vyskocil, Vice President of Student Services/Registrar, presented an overview of Kirtland's OAR (orientation, advising & registration) process. Kirtland also sends out a survey after the OAR for student feedback. Online students are not required to attend a face-to-face orientation.
- ❖ T. Quinn noted we are waiting to hear from the college's attorney regarding the inquiry last month as to whether the college can sell five acres of property for the purpose of building a coop fueling station on the southeast corner.
- Continue to look into the possibility of student housing
- Trustee Knepp stated the Board will need to make a decision (soon) as to the Master Plan

Board Member Reports / Open Discussion

- ❖ Trustee Pearen noted he participated in an online training through the "I Love U Guys" Foundation, which was created to restore and protect the joy of youth through educational programs and positive actions. This Foundation offers programs, at no cost, to schools, districts, departments, agencies and organizations. Mr. Pearen stated he found this training session to be very informative and could see where it would be beneficial to schools.
- ❖ Vice Chair Kramer announced that he has been appointed by the Chair of ACCT to serve a one year term on the ACCT Governance and Bylaws Committee. Appointed committee members have the same role, rights, and privileges as Board members during committee meetings. Mr. Kramer noted he will be attending the first Governance and Bylaws Committee meeting for 2019 this February in Washington. D.C.
- Newly elected board member David Patterson noted he was "happy to be on board".

Review of the announcements and upcoming calendar items as listed on the agenda.

With no further business, Vice Chair Kramer declared the meeting adjourned at 7:28 p.m.