

KIRTLAND COMMUNITY  
COLLEGE  
**Board of Trustees**  
Regular Meeting Minutes  
December 16, 2021

Date: Thursday, December 16, 2021

Type: Regular Meeting

Time: 6:56 p.m.

Notice Provided in Advance: Yes

Location: Kirtland Community College, Grayling &  
Via Zoom Software

Quorum: Satisfied (minimum of four required)

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

Kirtland Community College Guest:  
Dr. Tom Quinn – President  
Matt Biermann  
Dr. Amy Fugate  
Gina Moya  
Ron Sharpe – Zoom  
Kristen Barnhart (Zoom)  
Chris Bowman  
Michelle Vyskocil

Absent: N/A

I. Routine

- Call to Order: 7:08 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 –Dr. Quinn introduced guests Serenity Moya – KCC Student, and Alex Peplinski – KCC instructor.

II. Consent Agenda

- a. November 18, 2021, Regular Board Meeting Minutes
- b. November 18, 2021, Finance Committee Meeting Minutes
- c. Revision of POL 5.310 Job Reclassification
- d. Revision of POL 5.430 Financial Support for Professional Development
- e. Revision of POL 5.075 Professional Improvement Leave
- f. Revision of POL 5.455 Health Policy for Employees

Motion by Trustee Amy Knepp to accept Consent Agenda (a-f) as presented, and the policies presented be approved as a second read. Second by Trustee Tom Ritter. No further discussion. Motion passed by a 6 to 1 vote.

III. NEW BUSINESS

- Revision of POL 2.155 Memberships: Motion by trustee Alan Bruder to accept as a first read with amendments and forward to the agenda of the January Board meeting for a second reading. Second by Vice-Chair Jack Kramer. No further discussion. Motion passes without dissent.
- Revision of POL 6.007 Admission to Kirtland Community College. Motion by trustee Roy Spangler to accept as a first read with amendments and forward to the agenda of the January Board meeting for a second reading. Discussion ensued regarding procedure vs. policy, Home Schooled students, and Financial Aid requirements. Second by trustee Amy Knepp. No further discussion. Motion passes unanimously without dissent.

- Revision of POL 5.195 Harassment or Discrimination. Motion by Vice-Chair Jack Kramer to table policy until the policy is discussed with Kirtland's attorney. Second by trustee Ed Pearen. No further discussion. Motion passes unanimously without dissent. Policy tabled for further discussion.
- Revision of POL 2.105 Debit Services. Motion by trustee Amy Knepp to change the name to Fiscal/Budget Reserves and to accept as a first read with amendments and forward to the agenda of the January Board meeting for a second reading. Discussion ensued regarding fund balance, income and expenditures, and over-spending budget. No further discussion. Second by trustee Tom Ritter. Motion carries without dissent.
- 2022 Board Meeting/Finance Committee Calendar. Motion by trustee Roy Spangler to adopt calendar as presented. Second by trustee Alan Bruder. No further discussion. Motion carries without dissent.
- 2022-23 Kirtland Academic Calendar. Motion by trustee Alan Bruder to approve the Academic Calendar for 2022-23 as presented. Second by Vice-Chair Jack Kramer. Motion carries without dissent.
- Facilities Master Plan. Motion by trustee Roy Spangler to approve the Facilities Master Plan as presented. Second by trustee Amy Knepp. No further discussion. Motion carries without dissent.

IV. Old Business - None

V. President's Report

- Dr. Quinn provided an update on Student Housing, the Police Academy graduation, the winter class sizes for the Police Academy, and the Truck Driving school's student headcount.
- Dr. Quinn provided the board members with an update on the sale of the Roscommon campus
- Dr. Quinn presented the PowerPoint presentation that he will be giving to the Ostego County Commissioners.

VI. Board Member Reports/Open Discussion

- Trustee Roy Spangler suggested a new talking point – The Police Academy and job placement for academy graduates.

VII. Public Comments – None

VIII. ADJOURNMENT

With no further business to discuss, Chairperson Mary Ann Ferrigan adjourned the meeting at 8:23 p.m.

Minutes submitted by:  
Gina Moya

Adopted by the Board on:

\_\_\_\_\_  
Date