

**KIRTLAND COMMUNITY COLLEGE
BOARD RETREAT MEETING OF THE BOARD OF TRUSTEES
MINUTES-December 2, 2016
President's Board Room, Kirtland-Roscommon**

The retreat began at 9:06 a.m.

Trustees Present: MaryAnn Ferrigan (via zoom), Jack Kramer, Ed Pearen, Roy Spangler, Amy Knepp, and Trustee-elect Tom Ritter

Employees Present: Dr. Tom Quinn, Jason Broge, Julie Lavender, and Heidi VanWagner

Agenda & Overview

- Dr. Quinn took a few moments to review the agenda and documents that members received in advance of the retreat.
- J. Broge provided members with handout materials including a project summary update for the Health Sciences Building, a borrowing and reserves document, as well as an unrestricted funds handout. Mr. Broge commented that the college is currently about as efficient as possible. He also mentioned that with the SEV being stagnant that it would not be wise to count on any new revenue from taxes for perhaps another five years. Mr. Broge provided members with documents showing the 2014-2016 expenditures at the Roscommon campus. The college agreed to spend \$1.5 million and in fact spent \$1.7 million in renovations to the automotive lab, criminal justice department and campus in general.

Student Housing at Kirtland- Grayling

- Dr. Quinn reviewed research outlining the need and desire for student housing at the Grayling campus. Data shows that Kirtland is losing students due to the lack of student housing. The president is looking for consensus and a direction from the Board on how to proceed.
- Phone call from Rick Mazur, an interested investor. He attended the housing meeting held at Kirtland-Grayling this fall and has met with Dr. Quinn to discuss Kirtland's needs for housing. He expressed his desire to work with Kirtland and to arrange the necessary financing. The Board asked questions about options for building and leasing. Mr. Mazur's intention is to work with the existing team to give Kirtland what they want. Vice-Chair Kramer asked what the advantages might be with going with a private investor. The investing group assumes the risk rather than the college. If a lease was arranged the property would come back to Kirtland free and clear at the end of the lease term.
- Phone call from Doug Hodges a property owner with rental units in the Roscommon and Grayling. Mr. Hodges attended the Housing meeting at the Grayling campus as well. Dr. Quinn asked Mr. Hodges what advice he could give the board about pursuing student housing. He discussed his views on the market and level of awareness folks in the area have about the changes that he anticipates with the arrival of Arauco/North America coming to Grayling and the impact it will have on our communities. He believes that students today do not want to live in typical dorms but rather want their own housing. Mr. Hodges reports that the average rent for his units are \$650.00 per month. He does rent to several Kirtland students and establishes a 6-month lease with a month-to-month option. At this point all of his rental properties are completely occupied.

Investors want to make money, so that is why he feels that so many of them are focused on Gaylord and Traverse City rather than Roscommon.

- Kirtland would like to stay away from offering food service and instead equip student housing with kitchenettes and/or kitchens.
- Discussion about the management of student housing, whether or not students can use financial aid to assist with housing costs if a private investor is used for the building, single parent housing, married housing, opening up housing as rentals for professional development training opportunities in the summer, and the opinion that someone is going to build housing. Is it preferable for Kirtland to build it so that we have some control, or let others take the lead and forfeit some of that control?
- Discussion related to the future goals (5-10) years down the road where will the energy be located?
- The desire is to not just "warehouse" students but to add an educational element/ "communities", building in student responsibility for events on campus.
- Several members would like to see a site plan with design and concept drawings. The need for a master plan for the Grayling property was discussed as well as the cost for building, maintaining, and managing student housing.
- Kirtland has a capital outlay request in to the State of Michigan for \$6.1 Million dollars for a new building at the Grayling location.
- Can we put together a timeline for opening student housing- possibly in the fall of 2017? Discussion of feasibility of that date followed.
- 10:58 a.m.- Break
- 11:10 a.m.- retreat resumed

KCPA and the possible development of a new non-credit division at Kirtland

- Under this umbrella would be workforce development (as a driver), community education, community development (Lego camp, stem projects), and Craft-Adult Education pieces of the puzzle.
- Rethinking KCPA as community education- lots of options and opportunities to expand to different locations and take on new roles.
- Connection to student housing and to Gaylord (University Center)
- Could sell contracts, and see this division as being able to pay their own salaries in time
- Possibility of moving some current staff to this division
- Discussion of community involvement

Programming at Roscommon and Grayling

- Composite Materials Manufacturing- this is a ripe market. Dr. Quinn took a group of staff members to Pratt & Whitney in Lansing who will need 164 more employees in the next two years. Should composites remain in Roscommon? Does it make more sense to have this program in Gaylord or West Branch? What would the cost be to move this operation? T. Quinn is working with staff related to marketing and recruitment of students for this program. Whether or not to continue efforts with this program will be determined mid-year 2017.
- Cosmetology- This program is currently losing about \$19.00 per credit hour. There is concern about client base for the students in the program. Should we consider moving this program? If the program were to be moved, what location would serve it best? Discussion about dual-enrollment with high schools. Is there a need to add a barber college? More discussion and data collection will be needed to determine the best next steps.
- Diesel Mechanics- The need for this program, especially with the Arauco/North America addition in Grayling. Where should this program be housed? Advantages and disadvantages for various sites were discussed.

The retreat concluded at 12:37 p.m.