

KIRTLAND COMMUNITY COLLEGE

Board of Trustees Meeting Minutes

February 18, 2021

Date: Thursday, February 18, 2021

Time: 7:00 p.m.

Location: Zoom Software

Type: Regular Meeting (Virtual)

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 Gina Moya
Matt Biermann – IT staff Jennifer Fager
Tim Chilcote Nathan Sutton
Michelle Vyskocil, Marj Esch
Dr. Amy Fugate Kristen Barnhart
Chris Bowman Ron Sharpe
Jason Broge Emily Kabbe

I. ROUTINE

- Call to Order: 7:17 p.m. by Jack Kramer, Vice Chairman (Chairperson Ferrigan present with unstable reception).
- Pledge of Allegiance by Trustee Roy Spangler
- 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 via Zoom.
- Welcome to Guests – Emily

II. Consent Agenda:

- Motion by Chairperson Mary Ann Ferrigan to accept Consent Agenda (A- G) as presented
 - A. Minutes from the January 21, 2021 Board of Trustee Regular Meeting
 - B. Approved 2021 Board of Trustee Regular Meeting Schedule & Finance Meeting Schedule
 - C. Second Read for Revision of POL 5.135 Bereavement Leave
 - D. Repeal of POL 5.185 Medical Exam Reimbursement
 - E. Second Read for Revision to POL 5.380 Orientation
 - F. Repeal of POL 5.020 Contracts
 - G. Second Read for Revisions to POL 2.115 Disposal of College Owned Property
- Seconded by trustee Tom Ritter. No further discussion. Motion passed unanimously without dissent.

III. NEW BUSINESS

- Elections of officers – Vice-Chair Jack Kramer proposed to keep Mary Ann Ferrigan as Chairperson, seconded by Trustee Amy Knepp. No discussion; Motion carries; Passed unanimously. Motion by Chairperson Mary Ann Ferrigan to keep Jack Kramer as Vice-Chair, seconded by Amy Knepp; no discussion; Motion carries; Passed unanimously. Motion by Vice-Chair Jack Kramer to keep Ed Pearen as Secretary/Treasurer, seconded by Trustee Tom Ritter, no discussion, motion carries; passed unanimously.
- Appointment of Committee Assignments: Trustee Roy Spangler will replace Chairperson Mary Ann Ferrigan at the Michigan Community College Association Representative and Trustee Alan Bruder will replace Trustee Roy Spangler as the MCCA Alternate Representative.

- IV. Closed Session – Motion by Chairperson Mary Ann Ferrigan at 7:26 p.m. for the Board of Trustees to enter Closed Session to consider a proposed contract. Dr. Quinn and the Board of Trustees returned from Closed Session at 7:75 p.m. Motion by Chairperson Mary Ann Ferrigan for Dr. Tom Quinn to accept the Letter of Intent and to pursue further discussions/negotiations with the Developer. Seconded by Roy Spangler. No further discussion. Motion carries 5 to 7. Roll Call Vote – Mary Ann Ferrigan – Aye; Roy Spangler – Aye; Jack Kramer – Nay; Alan Bruder – Aye; Amy Knepp – Aye; Tom Ritter – Nay; Ed Pearen – Aye.

V. NEW BUSINESS (Cont'd)

- Revision of POL 2.025 College Owned Vehicles. Motion by Trustee Roy Spangler to accept revisions and move to a second reading. Second by trustee Ed Pearen. Discussion on language regarding

smoking; list of drivers approved to drive, and driving records and background checks on drivers, student drivers; coaches. Tabled to March Board Meeting.

- Revision of POL 6.040 Incomplete Grades. Motion by Trustee Roy Spangler to accept revisions and move to a second reading. Second by Trustee Alan Bruder. Discussion ensued regarding timelines. No further discussion. Motion carries. Passed unanimously without descent.
- Adoption of POL 1.055 Diversity, Inclusivity, and Equity. Motion by trustee Alan Bruder to move policy to a second read and review by attorneys. Seconded by trustee Amy Knepp. Discussion ensued regarding disciplinary action language and attorney review. No further discussion. Motion carries, passes without descent.

VI. OLD BUSINESS

- No Old Business

VII. REPORT FROM PRESIDENT:

- Update on Construction on Kirtland Center – Construction is moving along well; Dr. Quinn inspects weekly; construction area is very busy as contractors are moving very quickly; Board members invited to contact Dr. Quinn for a tour of the new facilities.
- University Center – proposing bold actions, working on new position in Residential Electrician position, and interfacing programs with the apprenticeship programs. Looking at full-time HVAC position, remodeling in the shop area. Strengthening of the UC classrooms; starting new Facility Master Plan will be coming. Will be proposing an aggressive plan. Reviewing the GAB in hopes to strengthen the board. Dr. Quinn answered questions regarding a Solar program. Dr. Quinn responded to question by Trustee Ritter on Solar programs; and provided information on future programs to be addressed at Kirtland in the future.

VIII. Board Members Report/Open Discussion

- No discussion

IX. Public Comment

- No members of the public present

X. Announcements & Calendar Items

- March 18 – Regular Board Meeting – via Zoom
- HLC Conference – April 9

XI. ADJOURNMENT

With no further business to discuss, Vice-Chairperson Jack Kramer adjourned the meeting at 8:27 p.m.

Minutes submitted by:
Gina Moya

Adopted by the Board during the meeting on:

02/18/2021

Date

/s/

President's Signature