

KIRTLAND COMMUNITY
COLLEGE
Board of Trustees Regular
Meeting Minutes June 17, 2021

Date: Thursday, June 17, 2021

Time: 7:20 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 - Zoom
Dr. Amy Fugate	Marj Esch - Zoom

I. ROUTINE

- Call to Order: 7:20 p.m. by Chairperson Mary Ann Ferrigan
- Pledge of Allegiance (said during the Public Budget hearing)
- 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

II. Consent Agenda:

- A. May 13, 2021 Special Board Meeting Minutes
- B. May 20, 2021, Regular Board Meeting Minutes
- C. May 20, 2021, Finance Meeting Minutes
- D. May 24, 2021, Special Board Meeting Minutes
- E. Revision of POL 5.385 Position Descriptions
- F. Revision of POL 5.175 Confidentiality
- G. Revision of POL 5.395 Long-Term Disability
- H. Revision of POL 5.410 Reduction in Workforce
- I. Adoption of POL 1.055 Diversity, Inclusion, and Equity

Motion by Trustee Amy Knepp to accept Consent Agenda (A-I) as presented

Seconded by Trustee Roy Spangler. No further discussion. Motion passed unanimously without dissent.

III. NEW BUSINESS

- Repeal of POL 2.240 Supplanting. Motion by Trustee Roy Spangler. Seconded by Trustee Jack Kramer, no discussion, motion carries; passed unanimously.
- Review of POL 5.400 Workers' Compensation. Motion by trustee Amy Knepp to accept as a first read and forward to the agenda of the July Board meeting for a second reading. Seconded by Trustee Alan Bruder. No further discussion. Motion passes unanimously without descent,
- Revision of POL 6.030a Academic Probation and Academic Dismissal from College. Motion by trustee Alan Bruder to accept as a first read with amendments and forward to the agenda of the July Board meeting for a second reading. Discussion ensued among Board members regarding changes, processes, and effectiveness. Second by trustee Amy Knepp. No further discussion. Motion passes unanimously without descent.
- Resolution to approve Best Practices Resolution 2021. Motion by trustee Roy Spangler to accept Resolution as presented. Discussion ensued regarding the document's purpose, portion of State funding received based on the document, and how closely the document is checked. Second by trustee Amy Knepp. No further discussion. Motion passes 7 to 1.
- Motion to approve the 2021-2022 College Budget – Motion by trustee Jack Kramer to approve the

2021-2022 College Budget. Discussion ensued regarding line items, reserves, along with an explanation of large expenditures by Chris Bowman. Second by trustee Tom Ritter. No further discussion. Roll call vote – motion passes unanimously without descent.

- Extension of 5-year contract from Raymond and Associates for IT Risk Assessment professional services. Motion by Vice-Chairman Jack Kramer to extend the contract. Discussion ensued regarding contract rates and terms. Second by trustee Tom Ritter. Motion passes with 7 Aye, 1 Nay.
- Repeal of POL 2.245 ADA/Section 504 Grievance Procedure brought back to the Table from the March board meeting. Motion by trustee Roy Spangler to repeal POL 2.245 ADA/Section 504 of the Grievance Procedure. Discussion ensued regarding the policy being combined with POL 2.210 Compliance with ADA as procedure. Second by Vice-Chair Jack Kramer. Motion passes without descent.
- Revision of POL 2.210 Compliance with ADA (brought back to Table after dying on the floor during the March Board meeting. Motion by trustee Amy Knepp to accept as a first read with amendments and forward to the agenda of the July Board meeting for a second reading. Discussion ensued. Second by trustee Tom Ritter. No further discussion. Motion passes unanimously without descent.

IV. President's Report

- Update on Student Housing – Provided during the Public Hearing on the College Budget Hearing.
- Student enrollment report for the summer session was given by Michelle Vyskocil - Current summer student count is 419 students, with 309 returning students, the summer goal hours are 1,989 over by 218 hours. Kirtland is on track. Discussion ensued among board members and administrators regarding class space in the new building and classes being offered during the Spring and new faculty.
- Report on program accreditation, certifications, and state licensing provided by Dr. Amy Fugate. Dr. Fugate presented a PowerPoint presentation, "Program Success Presentation," to the Board members, which discussed Surgical Tech, Cardiac Sonography, Internships, Cosmo, Med Assistant, Automotive, and Welding. Also discussed were the specific certifications and/or accreditation associated with each program. Further discussion ensued among the Board members and Kirtland Administrators.

V. Board Member Reports/Open Discussion

Questions regarding the sale of the Roscommon Campus by Trustee Ritter– Dr. Quinn discussed the two issues that he is working on with the buyer; also discussed was the first agreement received from the buyer and the sale price; infused language going into the contract. Dr. Quinn believes the sale is moving along well.

VI. Public Comment – No members of the public present

VII. Announcements & Calendar Items

- Upcoming calendar dates and events were discussed by Dr. Quinn, including the Phase III Ribbon Cutting and Open House scheduled for September 10 and 11.

VIII. ADJOURNMENT

With no further business to discuss, Chairperson Mary Ann Ferrigan adjourned the meeting at 8:43 p.m.

Minutes submitted by:
Gina Moya

Adopted by the Board during the meeting on

Date

/s/

President's Signature