

KIRTLAND COMMUNITY COLLEGE
Board of Trustees Meeting Minutes
June 18, 2020

Date: Thursday, June 18, 2020

Time: 7:00 p.m.

Location: KCC Campus & Zoom Conferencing

Type: Regular Meeting

Notice Provided in Advance: Yes

Quorum: Satisfied (minimum of four required)

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

Kirtland Community College Guest:
Dr Tom Quinn - President
Jason Broge
Michelle Vyskocil - via Zoom
Matt Biermann – IT staff
Tim Chilcote – via Zoom
Kristin Barnhart - via Zoom
Dr. Amy Fugate - via Zoom
Nathan Sutton – via Zoom
Marj Esch – via Zoom
Gina Moya – via Zoom
Cesalee Kuffel
Wini Sharp – via Zoom

I. ROUTINE

- Call to Order: 7:00 p.m. by Mary Ann Ferrigan, Chairman
- 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 present
- Welcome of Guests

II. Public Comment: No members of the public community were present

III. Consent Agenda:

- Chairperson Ferrigan makes a change to item C on the Consent agenda to second reading of the Policy Statement.
- Motion by trustee Kramer to accept to the Consent agenda (A-C) with the change to item C as presented
 - A. Minutes from the April 9, 2020 Board of Trustee Meeting Minutes.
 - B. Minutes from the May 21, 2020 Board of Trustee Meeting Minutes
 - C. Second reading of a revision to the Policy Statement
- Seconded by Trustee Spangler. Motion passed unanimously without dissent.

IV. NEW BUSINESS

- Motion by trustee Kramer to bestow Honorary Status for Christin Bates, seconded by trustee Spangler. Motion carries and passes unanimously without dissent.
- Motion by trustee Kramer for the Board of Trustees of Kirtland Community College to approve the Fiscal Year 2020-2021 budget as presented by Jason Broge, CFO. Seconded by trustee Pearen. Motion passes unanimously without dissent.
- Motion by trustee Pearen to cancel the July 16 Board of Trustees board meeting; seconded by trustee Ritter, motion carries. Passed unanimously without dissent.

V. REPORT FROM PRESIDENT:

- A. Report given by Dr. Amy Fugate regarding how KCC students were completing their winter 2020 courses – all make-up work will be done by the start of the Fall semester.
- B. Report by Dr. Amy Fugate on four mini courses offered free to the community. Courses offered will be online as Community Outreach.
- C. Report by Cesalee Kuffel on KCC Online Community Education courses – summary provided to trustees of classes offered. Classes are offered using both pre-recorded classes and Zoom software.

- D. Report by Dr. Amy Fugate on the Information Technology Program (retired in 2015) – She and her staff are currently working on two potential degree programs to be offered – IT Computer Support Specialist – Associates of Applied Science degree; and Information Technology – Associates of Applied Science degree. Currently working with feedback from other organizations that would hire IT students after graduation.
- E. Report by Dr. Quinn on the current marketing message for Kirtland.

VI. Board Members Report/Open Discussion

- Discussion by Dr. Quinn ensued about the contract with the State of Michigan to host COVID-19 testing on the Grayling Campus. Contract duration is for 60 days, a small portion of the Wood Science building is the prospective location site. Board members discussed both positive aspects and concerns about making KCC a testing site. Dr. Quinn will have further discussions with the State of Michigan and notify the board members.
- Chairperson Ferrigan discussed her attendance at the KCC Foundation meeting and noted the Foundation's achievements.
- Dr. Quinn discussed some of the initiatives and goals of the KCC Foundation.
- Trustee Kramer attended a ACCT meeting via online and provided current updates.

VII. Announcement:

- Farewell reception for Jason Broge, CFO, on Wednesday, June 24 at 1:00 p.m.
- Board meeting in July is cancelled.
- Board Retreat scheduled for July 23 at 6:00 p.m. – Board Self Assessments Results
- Dr. Quinn thanks all the staff members for attending Board meeting.

ADJOURNMENT

With no further business to discuss, the meeting adjourned at 8:09 p.m.

Minutes submitted by:
Gina Moya

Adopted by the Board during the meeting on:

Date

President's Signature