Kirtland Community College

Board of Trustees
Regular Meeting Minutes

Date: Thursday, June 19, 2025
Time: 7:15 pm
Location: Kirtland Campus Comm. Room A

Type: Regular Meeting
Notice Provided in Advance: Yes
Quorum: Satisfied (minimum of four required)

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

Absent: None

Kirtland Community College Guest:
Gary Roberts – President

Chris Bowman	Renee Artman
Michelle Vyskocil	John Thiel
Barb Walden	Matt Biermann
Matt Rice	Tom Pavelek
Dave Cable	Heather Appold
Luann Mabarak	Zack Russell
Cesalee Kuffel	Dan Davis
Erine Wescoat	Abby Shrock
Alex Murphy	Sharon Livernois

I. ROUTINE

- 7:00 -7:15 pm Chairperson MaryAnn Ferrigan opened the meeting for public comment on the 2025-2026 budget.
- 7:16 pm Chairperson MaryAnn Ferrigan closed Public Comment and opeded the regular board meeting in Community Room A at the Kirtland Grayling Campus.
- Pledge of Allegiance, Led by Trustee Roy Spangler.
- Vice Chair Jack Kramer, read Kirtlad's Mission Statement
- Roll Call - Everyone present

WELCOME OF GUESTS & Introductions of New Employee (s):
Chairperson MaryAnn Ferrigan welcomed everyone.

Katelyn Vierling-Moore - Cashier
Laura Hoover - Instructional Support
Carey Jansen - Director of Student Accounts

Public Comments:
None

II. ADDITION/DELETION TO AGENDA
Chairperson MaryAnn Ferrigan requested that two items be added to the Agenda under New Business.
I. Biggby Motion
J. Approval to set aside funds to potentially pay the 2017 Bonds
<u>Motion</u> by Trustee Amy Knepp to approve the agenda with the addition.
<u>Seconded</u> by Vice Chair Jack Kramer. The motion passed without dissent.

III. CONSENT AGENDA
A. Minutes from May 15, 2025, Regular Board Meeting
B. Minutes from May 15, 2025, Finance Board Meeting
C. Board Bylaws Revision
D. 2025-2026 Academic Calendar Revision
E. POL 1.065 Board of Trustee Members Ethical Code

Motion by Trustee Alan Bruder to accept Consent Agenda (A-E).
Seconded by Trustee Roy Spangler, there was no further discussion. The motion passed without dissent.

IV. OLD BUSINESS
None

VI. POSTPONED/TABLED BUSINESS
None

VII. NEW BUSINESS
F. Approval of Resolution for FY 2025-26 Budget
Motion by Vice Chair Jack Kramer to approve the Resolution for the FY 2025-2026 Budget.
Seconded by Trustee Amy Knepp.
A roll call vote was taken: MaryAnn Ferrigan Aye, Jack Kramer Aye, Ed Pearen Aye, Roy Spanger Aye, Tom Ritter Aye, Amy Knepp Aye, Alan Bruder Aye. The motion passed without dissent.

G. Approval of 2025-2030 Strategic Plan
Motion by Trustee Roy Spangler to approve the 2025-2030 Strategic Plan.
Seconded by Trustee Amy Knepp. The motion passed without dissent.

H. 2025-2026 MCCA Board of Directors Certification
Motion by Vice Chair Jack Kramer to nominate Chair MaryAnn Ferrigan to be the MCCA Board of Trustee Director and Roy Spangler as an alternate for Kirtland Community
Seconded by Trustee Amy Knepp. No further discussion. The motion passed without dissent.

I. Biggby Options
Motion by Vice Chair Jack Kramer for the CFO to explore options for replacing Biggby Coffee
Seconded by Trustee Alan Bruder. Discussion ensued. The motion was passed without dissent.

J. Approval to set aside funds to potentially pay off 2017 Bonds
Motion by Trustee Roy Spangler to set aside $3.2 million dollars for the consideration of paying of The 2017 LTGO Bonds.
Seconded by Trustee Amy Knepp. No Further discussion. The motion was passed without dissent.

VIII. PRESIDENT’S REPORT

Amy Roy and Julie McClure: Nursing Honor Guard
Information was presented about the Kirtland Area Nursing Honor Guard, which Jamie McClure and Amy Roy established in September 2022 to honor nurses who have passed away. The group, which covers six counties, currently has 12 volunteers, and has conducted five tributes, including living tributes. Jamie McClure also shared that the organization has gained momentum and is expanding its reach through presentations at nursing symposiums and conferences, as well as by collaborating with funeral homes, churches, and hospice centers to identify nurses who have passed.

Amy Roy: ADN to BSN Grant Update
The progress of the ADN to BSN Grant was highlighted, showcasing the use of new equipment, such as virtual reality simulators, and the implementation of Lexicomp for pharmacology students. Amy Roy mentioned that $230,000 in scholarships have been offered so far, with plans to add another $150,000 by the end of the grant. The program has seen success with NCLEX scores improving to 93% for 2024-2025, and faculty members are attending conferences to bring back new ideas for teaching and

simulation. Marketing efforts are being stepped up with new billboards planned for early July, and the program is collaborating with Saginaw Valley to help students transition into the BSN program.

Matt Biermann: IT Update
Matt Biermann presented the annual information security report update, highlighting that Kirtland's simulated phishing attacks showed a reduction in susceptibility from 11% to 6.4% compared to industry standards. He reported a single staff email compromise incident and discussed the implementation of a structured access review process for business software. Matt Biermann also noted a significant increase in botnet attacks, attributed to advanced persistent threats, particularly Iran, and emphasized that the institution's security measures, including automated network vulnerability testing and multi-factor VPN authentication, remain adequate despite increasing cyber threats.

John Thiel and Michelle Vyskocial: Kickstart Update
John Thiel and Michelle Vyskocial announced that Kirtland Community College will continue the Kickstart program for August 2025, thanks to a $10,000 grant from Consumers Energy, with the event starting on July 15.

Matt Rice: Marketing Update and 25-26 Institutional Marketing Update
Matt Rice presented the marketing plan for 2025-2026, including budget allocations and a new partnership with Sinclair, and highlighted upcoming events such as Alpenfest and the Ausable River Canoe Marathon.

Gary Roberts: Board of Trustees Presentation Schedule for 25-26
Dr. Roberts presented the Board of Trustees with the program presentation for the 25-26 year.

President's Goals 25-26
Dr. Roberts presented to the Board of Trustees his new president’s goals for the 2025-26 year.

Union Negotiation Update
Dr. Roberts reported that negotiations with the Faculty Union and the team have concluded.

IX. Closed Session:

Trustee Amy Knepp motioned that the Board go into a closed session, as permitted under the Open Meeting Acts, to discuss the Kirtland Federation of Teachers' Collective Bargaining Agreement. Seconded by Vice Chair Jack Kramer.

The motion to go into closed session passed on a roll call vote of 7 ayes, 0 Nays:

Farrigan	Aye	Kramer	Aye	Pearen	Aye	Spangler	Aye	Ritter	Aye
Knepp	Aye	Bruder	Aye						

The meeting went into closed session in connection with the negotiation of collective bargaining agreement at 7:54 pm.

The meeting returned to open session at 8:16 pm

Trustee Amy Knepp made a motion to vote to accept the Kirtland Federation of Teachers Collective Bargaining Agreement, as we discussed in the closed session.
Seconded by Vice Chair Jack Kramer. No further discussion. Motion passed without dissent.

X. BOARD MEMBER REPORTS/OPEN DISCUSSION:

College Picnic is tentatively scheduled for July 23rd.

XI. ADJOURNMENT

With no further business to discuss, Chairperson MaryAnn Ferrigan adjourned the meeting at 8:19 p.m.

Minutes submitted by:
Sherri Wallace
Executive Assistant to the President and The Board of Trustees
Kirtland Community College
Grayling, MI
Approved by the Board on: July 17, 2025