

KIRTLAND COMMUNITY  
COLLEGE  
**Board of Trustees**  
Regular Meeting Minutes -  
***REVISED on 04/18/2023***  
March 16, 2023

Date: Thursday, March 16, 2023

Type: Regular Meeting

Time: 7:00 pm

Notice Provided in Advance: Yes

Location: Kirtland Community College, Grayling

Quorum: Satisfied (minimum of four required)

**Present:** Amy Knepp Acting Chairperson  
Ed Pearen, Secretary  
Alan Bruder, Trustee  
Tom Ritter, Trustee

**Kirtland Community College Guest:**  
Dr. Tom Quinn – President  
Gina Moya  
Chris Bowman  
Matthew Biermann  
John Thiel  
Vanessa Noffsinger  
George Thayer  
Matthew Rice  
Serenity Moya - Student  
Amy Paulsen

**Absent:** Mary Ann Ferrigan (Zoom)  
Roy Spangler  
Jack Kramer (Zoom)

- I. OATH OF OFFICE - Re-elected board member Tom Ritter took his Oath of Office and signed necessary paperwork. The Oath of Office was notarized by Gina Moya, Assistant to President Quinn.
- II. ROUTINE
  - The Board meeting was called to order by Amy Knepp, Acting Chairperson, at 7:00 pm in Kirtland's Community Room A.
  - Pledge of Allegiance, led by the Board members
  - Chair Amy Knepp read Kirtland's Mission and Vision Statement
  - Roll Call – MaryAnn Ferrigan, Roy Spangler, and Jack Kramer attended via Zoom.
- III. WELCOME OF GUESTS
  - Dr. Quinn introduced faculty members George Thayer and Amy Polzin
- IV. PUBLIC COMMENTS
  - Trustee Roy Spangler, present via Zoom, stated that parents and students are unaware of Dual-Enrollment and questioned whose responsibility is it to communicate the program. Marketing Director Matt Rice responded stating that Kirtland Advisors work with the school guidance counselors to inform them of the program. Trustee Spangler noted that greater communication should be done to make sure the high school guidance counselors are informing both parents and students.
- V. AMENDMENTS TO AGENDA
  - VP of Business Services, Chris Bowman, requests agenda be amended to add item G) Resolution to Approve Tuition and Fees for 2023-2024 Academic Year – effective Fall Semester 2023.
- VI. CONSENT AGENDA
  - a. January 19, 2023, Regular Board Meeting Minutes - Revised
  - b. Revised POL 5.125 Emergency Closings

Motion by Secretary Ed Pearen to accept the Consent Agenda with amended January 19, 2023 Board meeting minutes and (b) as presented. Seconded by Trustee Alan Bruder. No further discussion. Motion

passed without dissent.

## VII. NEW BUSINESS

- Motion by trustee Alan Bruder to appoint trustee Ed Pearen to investigate and respond to all FOIA requests received at Kirtland. Seconded by Trustee Amy Knepp. Roll call vote – A. Bruder – Aye; A. Knepp – Aye; E. Pearen – Aye; T. Ritter – Aye; M. Ferrigan – Absent; J. Kramer – Absent; Motions passes without dissent.
- POL 6.056 Residency. Motion by trustee Alan Bruder to accept the revisions as presented, move to second reading at the April Board meeting. Seconded by trustee Ed Pearen. Discussion ensued about in-district, out-of-district tuition, M-Tech students, and students living in Gaylord. After no further discussion. Motion passed without dissent.
- POL 6.080 on Student Housing. Motion by trustee Ed Pearen to adopt policy as presented; move to a second reading at the April Board meeting. Seconded by trustee Tom Ritter. Discussion ensued about student housing policies and procedures. No further discussion. Motion passes without dissent.
- POL 5.460 on Acceptable Use of Computers Policy. Motion by trustee Tom Ritter to table the Adoption of policy for a future board meeting and further discussion. Second by trustee Alan Bruder. No further discussion. Motion passes without dissent.
- Fall 2023-24 Tuition. Motion by trustee Alan Bruder to accept the increase in rates effective Fall of 2023 (4.42% increase below government restraint limits; In-District rate of \$138; Out-of-District of \$205; Out-of-State and International of \$285; and Student Services fees of \$28) as suggested by Chris Bowman, VP of Business Services. Second by Tom Ritter. Discussion ensued regarding the increase in tuition rates and area demographics. No further Discussion. Roll call vote – A. Bruder – Aye; A. Knepp – Aye; E. Pearen – Aye; T. Ritter – Aye; M. Ferrigan – Absent; J. Kramer- Absent; R. Spangler – Absent. Motion passes 4/0 without dissent.

## VIII. OLD BUSINESS

- No old business to discuss at this meeting.

## IX. PRESIDENT’S REPORT

- Matt Rice, Marketing Director, presented Board members with a copy of Kirtland’s new 2023-24 Marketing Plan and a brief presentation on new marketing efforts.
- John Thiel, Dean of Liberal Arts, presented Board members with a presentation and slide show on Transfer Pathways for 2023 at Kirtland.
- Dr. Quinn provided Board members with a brief update on Kirtland’s Event Calendar and how to access the calendars from their laptops. Dr. Quinn informed the Board members that all events being held at Kirtland could be found on the Events calendar.

## X. BOARD MEMBER REPORTS/OPEN DISCUSSION

## XI. ADJOURNMENT

With no further business to discuss, acting Chair Amy Knepp adjourned the meeting at 8:17 pm.

Minutes submitted by:

Gina Moya, Asst. to the President

Kirtland Community College - Grayling

**Adopted by the Board on:** \_\_\_\_\_