

**Kirtland Community
College**
Board of Trustees
Regular Meeting Minutes

Date: Wednesday, March 19, 2025

Time: 6:00 pm

Location: Kirtland Campus Comm. Room A

Type: Regular Meeting

Notice Provided in Advance: Yes

Quorum: Satisfied (minimum of four required)

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

Kirtland Community College Guest:
Gary Roberts – President Michelle Vyskocil
Matthew Rice Matt Biermann
Renee Artman Chris Bowman
Barb Walden John Thiel
Heather Appold Erine Wescoat
Vanessa Noffsinger Josh Holman

Absent: Roy Spangler, Trustee; MaryAnn Ferrigan, Chairperson (Zoom); Jack Kramer, Vice Chair

I. ROUTINE

- Acting Chair Amy Knepp called the meeting to order at 6:00 p.m. in the Kirtland Campus Community Room A.
- Pledge of Allegiance, led by Amy Knepp
- Acting Chair Amy Knepp read Kirtland's Mission Statement
- Roll Call – Chairperson MaryAnn Ferrigan (Zoom) is absent; Vice Chair Jack Kramer, Trustee, is absent; and Trustee Roy Spangler is absent

WELCOME OF GUESTS

Acting Chair Amy Knepp welcomed everyone.

NEW EMPLOYEE INTRODUCTION:

Erine Wescoat - Business & Industry Relations Coordinator

II. PUBLIC COMMENT:

None

III. ADDITION/DELETION TO AGENDA:

None

IV. APPROVAL OF AGENDA:

Motion by Trustee Ed Pearen to approve the agenda.

Seconded by Trustee Alan Bruder, the motion passed without dissent.

V. CONSENT AGENDA:

A. Minutes from February 19, 2025, Regular Board Meeting

B. Minutes from February 19, 2025, Finance Board Meeting

Motion by Trustee Alan Bruder to accept the Consent Agenda (A&B).

Seconded by Trustee Tom Ritter, there was no further discussion. The motion passed without dissent.

VI. OLD BUSINESS

None

VII. POSTPONED/TABLED BUSINESS

None

VIII. NEW BUSINESS

C. Resolution to establish Tuition and Fees for 2025-2025

Motion by Trustee Alan Bruder to accept the Resolution as presented.

Seconded by Trustee Tom Ritter.

Roll Call Vote: Ed Pearen Aye, Tom Ritter Aye, Amy Knepp Aye, Alan Bruder Aye, MaryAnn Ferrigan Absent, Jack Kramer Absent, Roy Spangler Absent. The motion passed.

IX. PRESIDENT'S REPORT

Josh Holman, Director of Housing and Student Life:

Josh Holman gave an overview of housing applications. There will be six students staying in the dorms this summer. Applications for Fall housing are still being looked at.

Kirtland now has a Student Life and Wellness Committee (SLAW). SLAW hosts a Study Hall on Tuesday nights and has started to pair it with fun activities to keep students engaged.

Matt Rice, Director of Communications and Marketing:

Project Updates:

Streaming Commercial: Commercial one of two has been shot and is currently in the editing phase. Commercial two is being scheduled and will showcase the start and finish of a student from MTEC.

March Newsletter:

Emails for submissions for the March newsletter went out on Monday, March 17th. The next issue of the newsletter is slated to launch on March 28th.

April Food Drive:

The food drive will be held on April 4th, beginning at 9 am and running until supplies run out.

Esports Convention:

The Esports Convention will be held on May 10th from 10 am to 6 pm. To date, we have 17 vendors registered and are expecting a large number of attendees.

Police Academy Cadet Headshots:

March 24-31st – the Police Academy Cadets will be having their headshots taken at Kirtland by the Marketing department.

Gary Roberts, President:

Strategic Planning:

The strategic planning process is going well. We are scheduled to have the third Q&A session this Friday March 21st from 1:00 - 2:30. A survey was sent out for feedback and is due on March 21st.

The Strategic Planning group will be meeting on Wednesday, March 26th, at 3:30 to discuss the feedback.

John Thiel, Dean of Arts and Sciences & Erine Wescoat, Business adjunct:

AI in the classroom:

Dean Thiel and Erine Wescoat discussed how the instructors are finding ways to teach students how to use AI ethically in their classrooms. Dean Thiel provided handouts that outlined the Student AI Usage Continuum for Empowered Learning as well as a printout of one of the instructor's syllabus on the use of Artificial Intelligence (AI) in their course.

Erine Wescoat explained how she was using AI in her Digital Marketing course to help make the frame work for their assignments.

X. BOARD MEMBER REPORTS/OPEN DISCUSSION:

None

XI. ADJOURNMENT

Acting Chair Amy Knepp adjourned the meeting with no further business to discuss.
at 6:36 p.m.

Minutes submitted by:

Sherri Wallace

Secretary to the Board

Kirtland Community College

Grayling, MI

Approved by the Board on: 05/15/2025