The meeting was called to order by Chair Ferrigan at 7:00 p.m.

The Pledge of Allegiance of the United States was recited.

Roll Call:

Trustees Present: MaryAnn Ferrigan, Jack Kramer, Ed Pearen, Roy Spangler, Ruggero Dozzi, Dave Dougherty, and Amy Knepp

Trustees Absent: None

Employees Present: Dr. Tom Quinn, Jason Broge, Evelyn Schenk, Dale Shantz, Michelle Vyskocil, Tim Scherer, Heidi VanWagner, Laura Percival, Dr. Julie Lavender, Ilene Scherer, Deb Schumaker, and Mark Allen

Guests Present: Matt Varcak-The Oscoda County Herald, and Kathy TenWolde-Researcher & Special Projects Consultant

Welcome and Introduction of Guests

Public Comment: None

Correspondence: Thank you letter from Senator Booher for hosting the Senate Community College Subcommittee at Kirtland.

Special Guest Presentation by Kathy TenWolde: Report on population demographics impacting Kirtland Community College

- She has been tracking and logging data on all full-time jobs with salaries of at least $20,000 in our 13 county district.
- She captures data with regard to location, and the employers who are seeking to fill positions in order to stay on top of job markets and trends.
- It is all about people and population over the past ten years, but this presentation will focus on where we are today.
- Roscommon County population has an average age of 54.2 which is nearly the oldest in the state. This county has lost citizens from every age category. She termed it an “equal opportunity exit” for Roscommon County that continues to take a big hit.
- Crawford County is now showing a slight increase in population.
- K. TenWolde discussed connection between poverty and work expectations. Education is the answer to the poverty issue! However, education itself does not always equal higher pay. You must match education with the job market.
- Growing job markets in northern Michigan include management, office and administrative assistants, office managers, clerks, accounting clerks, and the banking and financial areas as well.
- Hopefully, the word will get out that there are good paying jobs in our district, and people will come back, or seek education to be employed were the employment gaps exist.
Consent Agenda: Motion by Secretary Dougherty, second by Trustee Knepp to approve the consent agenda for the May 17, 2016 regular meeting of the Board of Trustees as presented. Motion carried via voice vote.

New Business
a. Mission Statement- Although the mission statement was revised and thought to be approved about two years ago, there is no evidence to support this in the minutes. Motion by Trustee Dozzi, second by Trustee Pearen to approve the Kirtland Community College Mission Statement as written. Motion carried via voice vote.

b. Resolution regarding State of Michigan Beer / Wine Licensing, M. Allen- There is a limited number of licenses available per county. This license will be for beer and wine only, however, if needed Mark Allen will be able to obtain a temporary liquor license. Motion by Trustee Spangler, second by Vice Chair Kramer to approve the Resolution for a State of Michigan Beer / Wine License. Motion carried via voice vote.

c. Policy Revision, first reading: POL 4.045 Library Services- Motion by Secretary Dougherty, second by Trustee Spangler to move this policy revision to 2nd reading including one amendment. Motion carried via voice vote.

d. Policy Revision, first reading: POL 4.050 Library Materials – Recommendation to move this policy to second reading. Motion by Trustee Knepp, second by Trustee Dozzi to move this policy to 2nd reading. Motion carried via voice vote.

e. Policy Revision, first reading: POL 4.085 Copyright Policy- Motion by Trustee Dozzi, second by Trustee Pearen to move this policy change to 2nd reading. Motion carried via voice vote.

f. Resolution to approve a new program, Associate of Science and Arts- Motion by Secretary Dougherty, second by Vice Chair Kramer, to suspend the Associate in Science. Motion carried via voice vote. Motion by Trustee Spangler, second by Vice Chair Kramer, to approve a new program in Associate of Science and Arts. Motion carried via voice vote.

g. New Policy, POL 5.445 Nepotism- Motion by Trustee Spangler, second by Trustee Knepp to move this policy to 2nd reading. Motion carried via voice vote.

President’s Report
- Kirtland belongs to the HLC which is a major accrediting agency for colleges in 19 states.
- The systems portfolio that needs to be submitted must be limited to 100 pages.
- Discussion about Institutional Activities, Assumed Practices, the Criterion, Action Projects and what the inspector(s) will look at during our site visit.
- Discussed and commended D. Shumaker’s Plagiarism Action Project.
- Federal Compliance Reporting- Rather new, includes student identity, institution records for student complaints, publication of student outcomes data, assignment of student credit hours and program length.
- Often times we know we are in compliance, the question is, “are we documenting our activities?”
Auto Lab Remodeling Update
- E. Schenk presented several pictures showing the progress of the renovation which started on May 9th.
- There was minor asbestos abatement, walls have come down which has opened up the lab.
- The new flooring will have a warranty.
- The progress is excellent, and expected to be completed on time.

Personnel Report
- D. Shantz reported that Bill Hanusik, Custodian will be retiring and that Stephanie Allen, part-time faculty is moving to Louisiana. Thank you both for your service. You will be missed.
- All surgery tech students passed their testing.
- All students passed their MCOLS testing.

Board Member Reports/ Open Discussion
- ARAUCO/North America will be at Kirtland- Roscommon on May 24th to proctor two pre-employment tests. We will provide a light breakfast, lunch, “swag”, and a $25.00 gasoline card to participants. To register please contact Heidi VanWagner at Ext. 253.
- Fall classes begin on August 22nd.

Announcements
- July 26th – 29th MCCA Summer Conference on Mackinac Island
- Friday, September 30th Ribbon Cutting at HSC from 10:00 a.m.-2:00 p.m.
- Saturday, October 1st Public Tours at HSC 10:00 a.m. – 12:00 p.m.
- Saturday, October 1st, KCC Foundation hosts the 1st Annual President’s Gala

With no further business, Chair Ferrigan adjourned the meeting at 8:22 p.m.