

**KIRTLAND COMMUNITY COLLEGE
REGULAR MEETING OF THE BOARD OF TRUSTEES**

October 18, 2016 - Administration Building, Room 253

MINUTES

Trustees Present: MaryAnn Ferrigan, Jack Kramer, Ed Pearen, Roy Spangler, and Amy Knepp

Trustees Absent: Dave Dougherty and Ruggero Dozzi

Employees Present: Tom Quinn, Jason Broge, Heidi VanWagner, Julie Lavender, Dale Shantz, Evelyn Schenk, Courtnay Hornhof, and Christin Bates

Guests Present: None

The meeting was called to order by Chair Ferrigan at 6:58 p.m.

Welcome and Introduction of Guests

Public Comment: None

Consent Agenda: *Due to the need for correction, both items on the consent agenda (September 20, 2016 Finance Committee Meeting Minutes and September 20, 2016 Regular Board Meeting Minutes) were set aside until the next meeting on November 18, 2016.*

President's Report: J. Broge introduced Christin Bates, Director of Financial Aid.

- C. Bates provided a report and educational session, "Financial Aid 101-Kirtland" reviewing how a student applies for aid, how much aid a student may receive, the cost of attendance, a review of 2015-2016, in-district costs for 2015-2016 as well as typical awards. Board members were given an opportunity for discussion and to ask questions.
- Update on Kirtland's Operational Plan for 2016-2017- T. Quinn presented an update and displayed the *Google Drive* shared document for Board Members to view. Every February key staff members and administrators meet to talk about how to get things done and set goals by spring. This document is where that data is recorded. It is an ever changing unpolished document. It is also important for HLC and its connection to the budget.
- Personnel Report- D. Shantz presented a report. There were no questions.
- T. Quinn provided an update on the operations of the University Center-Gaylord. There are many items to work through, and more information will be provided as the transition progresses.

New Business:

- Resolution to Levy and Collect Summer 2017 Property Taxes: *Motion by Trustee Spangler, second by Trustee Knepp to pass the Resolution to Levy and Collect Summer 2017 Property Taxes. Motion carried via voice vote.*
- POL 2.105 Debt Service Reserves: Discussion and suggested changed recorded. *Motion by Vice-Chair Kramer, second by Trustee Spangler to move POL 2.105 to second reading with amendments. Motion carried via voice vote.*
- POL 2.135 Campus Vehicular Traffic: Following discussion, *Motion by Chair Ferrigan, second by Vice-Chair Kramer to move POL 2.135 to second reading. Motion carried via voice vote.*
- POL 2.165 Building Maintenance Request: Following discussion, *Motion by Trustee Knepp, second by Vice-Chair Kramer to move POL 2.165 to second reading. Motion carried via voice vote.*
- POL 2.170 Energy Policy: *Motion by Chair Ferrigan, second by Trustee Spangler to move this POL 2.170 to second reading for elimination. Motion carried via voice vote.*
- POL 2.175 Barrier Free: *Motion by Trustee Knepp, second by Vice-Chair Kramer to move POL 2.175 to second reading. Motion carried via voice vote.*
- POL 4.105 Faculty Qualification: Following discussion, *Motion by Vice-Chair Kramer, second by Trustee Knepp to move POL 4.105 to second reading with proposed amendments. Motion carried via voice vote.*

Board Member Reports / Open Discussion

- Vice-Chair Kramer provided an update on the ACCT Conference he recently attended with Dr. Quinn. He shared information with members and will copy them on the High School Dual Credit Academies.

Announcements

- Trustee Spangler would like to visit Pratt & Whitney, in Lansing on Friday, November 11, 2016.
- Trustee Spangler and Vice Chair Kramer would like to visit Arauco North America when that date is scheduled.
- Please leave any 50th Celebration time capsule items with Heidi VanWagner or Karen Sigman.

Adjournment

With no further business, Chair Ferrigan adjourned the meeting at 8:04 p.m.