Kirtland Community College

Board of Trustees
Regular Meeting Minutes

Date: Thursday, September 11, 2025
Time: 5:00 pm
Location: MTEC/UC Room U111-112

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	Luann Mabarak
John Thiel	Alan Mabark
Michelle Vyskocil	Eric Fradette
Barb Walden	Susie Marshall
Vanessa Noffsinger	Aaron Vineyard
Sherri Wallace	Shawn Witherspoon
Nick Baker	

I. ROUTINE

- Chairperson MaryAnn Ferrigan called the meeting to order at 5:06 pm in Room U111/112 at Kirtland MTEC/University Center.
- Pledge of Allegiance, Led by Trustee Roy Spangler.
- Trustee Ed Pearen read Kirtland's Mission Statement
- Roll Call - All present.

WELCOME OF GUESTS & Introductions of New Employee (s):
Dirk Knepp (Guest)

Barb Walden and Aaron Vineyard - Alan Mabarak Recognition:
This recognition was to honor Alan Mabarak for his 16 years as a full-time instructor and his continued service as a part-time instructor since 2020. Barb Walden and Aaron Vineyard highlighted Alan's significant contributions to the Electrical Program, including recruiting instructors, mentoring new Instructors, managing curriculum, and maintaining employer relationships during his time with Kirtland. Alan's impact on students and the program's success is greatly appreciated.

II. ADDITION/DELETION TO AGENDA
MaryAnn asked to remove item B from the agenda and add it to Old Business to discuss clarifying changes. The revision would specify that recipients must demonstrate outstanding service and a lasting impact, beyond just meeting the 10-year requirement, that was identified while drafting the procedure of this policy.

III. CONSENT AGENDA
A. Minutes from 11, 2025, Regular Board Meeting
~~B. POL 3.050 Honorary Associate Degree (Revision)~~
C. POL 5.140 Sick Leave (Revision)
D. POL 5.205 Part-time Classified Employee Benefits (Revision)
E. POL 5.210 Part-time Faculty Benefits (Revision)
F. POL 5.211 Retirement Benefit Plan (Revision)

Motion by Trustee Amy Knepp to accept Consent Agenda (A and C-F) as amended.
Seconded by Trustee Alan Bruder, there was no further discussion. The motion passed without dissent.

IV. OLD BUSINESS

POL 3.050 Honorary Associate Degree (Revision)

Motion made by Vice Chair Jack Kramer to move POL 3.050 Honorary Associate Degree to a second reading.

Seconded by Trustee Alan Bruder. Discussion ensued. The motion passed without dissent.

V. POSTPONED/TABLED BUSINESS

None

VI. NEW BUSINESS

G. Resolution to Accept Local Strategic Value/Best Practices Report September 2025

Motion by Trustee Amy Knepp to accept the Local Strategic Value/Best Practices Report September 2025.

Seconded by Trustee Alan Bruder. Discussion ensued.

A roll call vote was taken:

MaryAnn Ferrigan Aye Jack Kramer Aye Ed Pearen Aye Roy Spangler Aye
Amy Knepp Aye Alan Bruder Aye Tom Ritter Aye

The motion passed unanimously.

VII. PRESIDENT'S REPORT

Barb Walden and Eric Fradette - HVAC Presentation

As a continuation from the GAB meeting, the discussion continued on the HVAC occupational trade presentation. Students Devon Daniels and Jeff Drouillard, from Eric Fradette's program, shared experiences. The discussion addressed current work experiences and highlighted the program's role in developing knowledge and career opportunities.

Michelle Vyskocil - Enrollment and Dorm Updates

Michelle reported 1,568 students enrolled, with tuition hours exceeding the budget goal by 913 (5.8%). She feels that the Community College Guarantee program has driven increased enrollment, particularly among younger, full-time students. Handouts were given to all Board members with more specific numbers. Growth was noted in automotive, electrical, surgical tech, and sonography programs, with several general education courses at capacity for the first time in years.

Michelle reported 83 total housing applications, with 32 units filled (16 female, 16 male). A total of 51 applicants were not placed due to factors such as waitlist status, ineligibility, or withdrawal. Most applicants were from Michigan. Of 40 student-athlete applicants, 21 are currently housed (7 female basketball players, 14 male athletes). The waitlist for next year includes 14 students (3 female, 11 male), with returning students given priority over new waitlist applicants.

Shawn Witherspoon - Student Life

Shawn discussed his vision for student life at the college, highlighting new and planned clubs, including Currently Chronicles, Dungeons & Dragons, Intramural Soccer, Intramural Volleyball, Weightlifting Club, and an LGBTQIA+ club. He emphasized his philosophy of collaborating with students to build clubs from the ground up to ensure buy-in and engagement. Shawn also outlined various student activities, including Late-night study sessions, Fall Fest, and other events, expressing his enthusiasm for creating opportunities for student engagement and strengthening relationships across all campuses.

VIII. **BOARD MEMBER REPORTS/OPEN DISCUSSION**

Chairperson MaryAnn Ferrigan discussed scheduling a retreat to review the Board's self-evaluation and the progress regarding their goals. Multiple dates were considered, but faced personal as well as other scheduling conflicts. Sherri agreed to obtain Alan's availability and share the information with the other Board members.

Chairperson MaryAnn Ferrigan also discussed the Governor's Leadership event scheduled for December 4-5, and encouraged others to attend.

Secretary Ed Pearan discussed military designation status and wondered what the College needed to be placed on the top 100 list. Dr. Roberts explained that we have achieved various levels of designation over the recent years (silver, gold, and currently pending award for 25-26), with the Michigan Veterans Affairs agency. The conversation also covered ways to better support veterans on campus.

IX. ADJOURNMENT

With no further business to discuss, Chairperson MaryAnn Ferrigan adjourned the meeting at 6:30 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: October 16, 2025