

KIRTLAND COMMUNITY
COLLEGE
Board of Trustees
Regular Meeting Minutes -
REVISED
September 16, 2021

Date: Thursday, September 16, 2021

Type: Regular Meeting

Time: 7:00 p.m.

Notice Provided in Advance: Yes

Location: Kirtland Community College, Grayling &
Via Zoom Software

Quorum: Satisfied (minimum of four required)

Present: Mary Ann Ferrigan, Chairman
Jack Kramer, Vice Chair
Ed Pearen, Secretary
Tom Ritter, Trustee
Amy Knepp, Trustee
Roy Spangler, Trustee

Kirtland Community College Guest:
Dr. Tom Quinn – President
Shawn Witherspoon Kristen Barnhart
Nathan Sutton Chris Bowman
Gina Moya Michelle Vyskocil
Dr. Amy Fugate Marj Esch – Zoom

Absent: Alan Bruder, Trustee

I. Routine

- Call to Order: 7:00 p.m. by Chairperson Mary Ann Ferrigan
- Pledge of Allegiance
- Mission and Vision Statement - To provide innovative educational opportunities to enhance student lives and build stronger communities. Kirtland will be the first choice for learner-centered education, guiding students and communities toward success.
- Roll Call – Alan Bruder – absent; all other board members were present in person
- Welcome to Guests – Mark McCulley, Jim Eastman, Dr. David Green (KCC Faculty)
- Amending Agenda: Motion by Trustee Amy Knepp to change agenda - move Public Comment before Consent Agenda, and add item (M) Board of Trustee's Resolution to Old Business. Second by Jack Kramer, Vice-Chair. No further discussion. Motion passed without dissent.

II. Public Comment

- Dr. David Green, Kirtland Faculty, addressed the Board members and Kirtland's President regarding opposition to Policy 4.455 Faculty Teaching at Another College. Dr. Green discussed the faculty appreciation for amending the wording of the policy. Further discussed was faculty member's reasons for objecting to the current policy and desire to continue discussion on the policy. Discussion ensued between Kirtland's President and Board members regarding alternative solutions to prohibiting faculty from teaching at other colleges, intellectual property, contractual wording regarding Kirtland's intellectual property; copywriting; providing adjuncts with quality curriculum. Chairperson Ferrigan requested further discussion on this policy and follow up with Kirtland's attorney. Dr. Quinn suggestion of working together with the faculty union to protect Kirtland's intellectual property.

III. Consent Agenda

- a. ~~August 19, 2021, Regular Board Meeting Minutes~~
- b. Revision of POL 5.105 Travel Insurance
- c. Revision of POL 2.035 Travel and Expense Reporting and Reimbursement
- d. Repeal of POL 2.045 Appraisals
- e. Adoption of POL 4.455 Faculty Teaching at Another College

Motion by Vice-Chair Jack Kramer to remove item (a) August 19, 2021 Revised Board Minutes, and to accept Consent Agenda (b-e) as presented, and the policies presented be approved as a second read. Second by Trustee Roy Spangler. No further discussion. Motion passed unanimously without dissent.

IV. NEW BUSINESS

- Revision of POL 5.080 Family and Medical Leave. Motion by Vice-Chair Jack Kramer to accept revisions as a first read and forward to the agenda of the October Board meeting for a second reading. Second by Trustee Amy Knepp, No further discussion. Motion passed unanimously without dissent.
- Revision of POL 5.155 **Probationary Period – New Employees**. Motion by Trustee Ed Pearen to accept revisions and policy name change as a first read and forward to the agenda of the October Board meeting for a second reading. Second by Vice-Chair Jack Kramer. Discussion ensued regarding amendments. Motion passed unanimously without dissent.
- Revision of POL 5.405 Employee Assistance Program. Motion by trustee Roy Spangler to accept as a first read with amendments and forward to the agenda of the October Board meeting for a second reading. Second by trustee Amy Knepp. No further discussion. Motion passes unanimously without descent.
- Revision of POL 2.100 Budget Preparation and Administration. Motion by trustee Amy Knepp to move policy to the October Board meeting for a second reading. Seconded by Vice-Chair Jack Kramer. Discussion ensued regarding budgeting practices of allocating funds and reserves No further discussion. Motion carries without descent.
- Revision of POL 2.255 Health and Safety. Motion: by Vice-Chair Jack Kramer to adopt the policy as a first read, seconded: Ed Pearen. No further discussion. Motion passes unanimously without descent
- Revision of POL 2.225 Property, Plant, and Equipment. Motion: by Vice-Chair Jack Kramer to accept as a first read and forward to the agenda of the September Board meeting for a second reading. Second by Trustee Tom Ritter. No further discussion. Motion passed unanimously without descent.

V. Old Business

- A motion was made by Vice-Chair Jack Kramer to bring POL 5.050 Performance Appraisals back to the table for discussion. Seconded by trustee Amy Knepp. Motion passed without dissent.
- Revisions to POL 5.050 Performance Appraisals. Motion by Vice-Chair Jack Kramer to accept revisions and move policy to the October Board meeting for a second reading. Seconded by trustee Tom Ritter. No further discussion. Motion passed unanimously without dissent.
- Board of Trustee's Resolutions to name the new Event Center – Motion by Vice-Chair Jack Kramer to name the new building the Dr. Thomas Quinn Event Center. Second by trustee Tom Ritter. No further discussion. Roll call vote: MaryAnn Ferrigan – Aye, Jack Kramer – Aye, Amy Knepp – Aye, Tom Ritter – Aye, Ed Pearen – Aye, Roy Spangler – Aye, Alan Bruder - Absent.

VI. President's Report

- Higher Learning Commission – Dr. Quinn provided Board members with a paperwork from the HLC committee and discussed the positive comments made by the HLC. Dr. Quinn noted that according to the HLC, our employees are proud to be working at Kirtland and the faculty are

here for the right reasons, Kirtland students spoke positive comments about Kirtland and its faculty. Dr. Fugate discussed other positive comments made by the HLC team regarding the positive comments made by Kirtland students.

- Update on the sale of Roscommon campus easement for the cell phone tower – \$415k was deposited into the bank, and the paperwork is expected in a couple weeks.
- Ribbon cutting/dedication and public tours – the public tours did not have a good turn-out.
- Update on Fall semester. Dr. Quinn presented a power point presentation with the assistance of Michelle Vyskocil on the fall 2021 enrollment – current head count at Kirtland is 1,386 students. Dr. Quinn provide stats to the board that compared Kirtland courses to NCMC.
- Report on Social Media – Shawn Witherspoon presented a PowerPoint presentation on the current social media efforts.
- Employee Assistance Program – Dr. Quinn and H.R. Director Nathan Sutton provided the board with an update on the new program.
- Conflict of Interest Statements – the board members were asked to sign the annual Conflict of Interest Statements.
- Roscommon Campus – Dr. Quinn provided board members with a copy of a letter from Prime Rock stating they will not be pursuing the purchase of the Roscommon campus. Dr. Quinn and Chris Bowman have current met with two of the three prospective realtors. Discussion to begin next week on maintenance cost for the campus.

V. Board Member Reports/Open Discussion

- Discussion ensued regarding upcoming events occurring on campus and Dr. Quinn's efforts to book events from community organizations.
- Discussion ensued between board members, faculty, and guest regarding students, advertising, courses, and student views of Kirtland.

VII. Announcements & Calendar Items

- October 21 – Finance Committee meeting
- October 21 – Regular Board Meeting

VIII. ADJOURNMENT

With no further business to discuss, Chairperson Mary Ann Ferrigan adjourned the meeting at 8:47 p.m.

Minutes submitted by:
meeting on Gina Moya

Adopted by the Board during the

Date

/s/

President's Signature