

Kirtland Full-Time Employee Cross-Training and Succession Planning

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May 20,
2019

Last	First	Primary Job	Secondary Job	Cross Trained/Backup	Volunteer Activity	Direct Supervisor	ADMIN Supervisor
Adams	Erine	Director, Business and Information Systems Programs	Business Outreach, Workforce Development	Julie Lavender	Job placement, grant writing, fundraising, community development	LAVENDER	LAVENDER
Allen	Mark	Director Auxiliary Services/Purchasing	Daily management of the Bookstore, Café, Catering	Melanie Blayer, Jamie Vineyard	General Student Activities	BROGE	BROGE
Allen	Susanne	Academic Advisor	Admissions recruiting as needed	Anne Essmaker, other advisors	General support for college activities	VYSKOCIL	VYSKOCIL
Baker	Nick	Director of IR, Reporting Compliance	HLC Accreditation Liaison officer (ALO)	Jason Broge, Thomas Quinn, Wini Sharpe	MiAir, MCCDEC, MCCCARE Officer/Member, AQIP Steering Committee	QUINN	QUINN
Barnhart	Kristin	Director of Finance	Backup for Payroll, Payables, CFO, ORS reporting, Employee Benefits	Jason Broge, Kari Heil	MCCBOA member, Retirement Plan Committee	BROGE	BROGE
Bates	Christin	Director of Financial Aid		Audrey Larkin	Speakers Bureau, Financial aid speaker	BROGE	BROGE
Baughn	Kevin	Math Instructor		Math Faculty		LAVENDER	LAVENDER
Branch	Anne	Student Financial Services Specialist		Terri Robson, Jennifer Gailitis		SMITH	BROGE
Beaudrie	Joshua	Groundskeeper		Jeff Cherryhomes, Tom Pavelek, Dan McWilliams		R. SHARPE	BROGE
Bebow	Deborah	FT Instructor, HIT		HIT Faculty		FOSGARD	FOSGARD
Biermann	Matthew	Director of Instructional Technology	Web Services Backup, CIS PT Instructor, Information Security Officer	Jacob Haulotte, Antoni Madaj, Rick Daugherty, Ryan Volz, Wini Sharpe	Community Ed Instructor	QUINN	QUINN
Bingle	Christine	Faculty, Speech and Communication		PT Faculty		LAVENDER	LAVENDER

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Blamer	Pamela	Academic Advisor/Licensed Counselor	Behavioral Intervention Team	Luann Mabarak, Advising Staff, Michelle Vyskocil	Wellness committee, Retirement Plan Committee	VYSKOCIL	VYSKOCIL
Blayer	Melanie	Assistant Director, Auxiliary Services		Jamie Vineyard		M. ALLEN	BROGE
Borak	Irene	Admissions Specialist	Community Education	Cesalee Kuffel	Employee celebrations	VYSKOCIL	VYSKOCIL
Brady	Sharon	Coordinator Careers in Emergency Services	Public Safety Emergency Team, grant writer	Joni St. Clair	Job placement, grant writing	DEKUN	FOSGARD
Broge	Jason	VP of Business Services	PT Instructor, Interim Athletic Director	Kristin Barnhart	Back-up golf coach, grant writing, Retirement Plan Committee	QUINN	QUINN
Cable	Dave	Dir of Online/Canvas Programs (CTL), Faculty development & Training, Academic Assessment	High school teacher training for online	Julie Lavender	Lego camp	LAVENDER	LAVENDER
Cherryhomes	Jeffrey	Maintenance I	Grounds maintenance	Dan McWilliams, Tom Pavelek	WWTP lead	R. SHARPE	R. SHARPE
Claussen	Nicole	Surgical Tech instructor, Program Director	AST Accreditation, Job Placement	PT Faculty	National Association of Surgical Tech Board member, 8th grade exploration days	FOSGARD	FOSGARD
Cole	Marilyn	Administrative Assistant		Audrey Larkin, Christin Bates		BATES	BROGE
Daugherty	Rick	IT Support	MTEC Utility, Classroom Tech	Matthew Biermann, Jacob Haulotte, Antoni Madaj, Ryan Volz, Wini Sharpe	MTEC Events	BIERMANN	BIERMANN
Dekun	Shannon	Director of Public Safety Programs		Sharon Brady		FOSGARD	FOSGARD
Downing	Brian	Printshop Technician	Mail Services	Terry Fasbender	Community Garden	FASBENDER	BROGE
Eames	Cristina	Simulation/Lab Coordinator	PT Faculty, Nursing boot camp	Beth Hubbard	CPR Instructor, grant writing,	FOSGARD	FOSGARD

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Eastman	James	Sonography instructor & program director	Accreditation, PD Committee	PT Faculty	Joint Review Committee Cardiovascular Technology (JRCCVT) peer reviewer & site visitor, 8th grade exploration days	FOSGARD	FOSGARD
Esch	Marjorie	Director of Web Services	Marketing Support, Social Media Support	Matthew Biermann		QUINN	QUINN
Essmaker	Anne	Academic Advisor	Veterans support	Susie Allen, other advisors	Veterans Resource	VYSKOCIL	VYSKOCIL
Eveleth	Roberta	Facilities Assistant		Ron Sharpe		SHARPE	BROGE
Fasbender	Terry	Director of Print shop	Mail Services, Graphic design, campus signage	Brian Downing	Community Garden/Master Gardener	BROGE	BROGE
Finke	Carol	English Instructor		English faculty	Speakers Bureau	LAVENDER	LAVENDER
Fosgard	Steven	Dean of Occupational Programs	Perkins Grant	Julie Lavender, Erine Adams	WFD boards, MODAC	LAVENDER	LAVENDER
Fox	Kathleen	Director of Workforce Development and Apprenticeships		Erine Adams, Steven Fosgard		QUINN	QUINN
Gailitis	Jennifer	Accounting Specialist		Kari Heil	Food truck distribution, graduation usher, welcome tables, chili cook-off helper	BARNHART	BROGE
Giacobazzi	Frederic	English Instructor	Ethics & Philosophy Instructor	English faculty		LAVENDER	LAVENDER
Graham	Kathy	Student Services Front Desk, Registrar's office	HSC Front Desk, HSC office	Renaee Klee, Terri Robson	Business advisory board, KCPA support	VYSKOCIL	VYSKOCIL
Green	David	Biology Instructor	Assessment Team, Anatomy table lead	Bio Faculty	Pre-Med Club	FOSGARD	FOSGARD
Gutierrez	Glenn	Director, Kirtland Department of Public Safety		Shannon Dekun		VYSKOCIL	VYSKOCIL
Hager	Kaitlyn	Instructional Support Assistant				FOSGARD	FOSGARD

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Halbert	Jo	Health Science Support Specialist		Jennie Hubbard, Susie Allen, Nathan Sutton		FOSGARD	FOSGARD
Haulotte	Jake	IT Support	Video Production, A/V support, Classroom tech	Matthew Biermann, Rick Daugherty, Antoni Madaj, Ryan Volz	KCPA support	BIERMANN	BIERMANN
Heil	Kari	Accountant and Payroll Coordinator	Student Finances front desk	Kristin Barnhart	Garden Club	BARNHART	BROGE
Hornof	Courtney	English/DEV Instructor	Transitional ED committee	English faculty	Reading club	LAVENDER	LAVENDER
Hubbard	Bethany	Director of Nursing	PT Instructor, Nursing boot camp	Nursing Faculty, Julie Lavender	Grayling Farm Market, job placement, grant writing, fundraising, community development	LAVENDER	LAVENDER
Hubbard	Jennie	Health Science Support Specialist		Jo Halbert, Susie Allen, Nathan Sutton		FOSGARD	FOSGARD
Jewell	Lori	Student Support Specialist, M-TEC		Luann Mabarak		MABARAK	VYSKOCIL
Kabbe-Abayomi	Emily	Mathematics Faculty		Mathematics Faculty		LAVENDER	LAVENDER
Klee	Rena	Associate Registrar	Registrar, degree certification, student records	Michelle Vyskocil, Joni St Clair		VYSKOCIL	VYSKOCIL
Kuch	Amy	Administrative Assistant to the President		Karen Sigman		QUINN	QUINN
Kuczynski	Amy	Instruction, Biology		PT Faculty		LAVENDER	LAVENDER
Kuffel	Cesalee	Admissions Coordinator	Admissions, Community Education	Ryan Madis, Irene Borak		VYSKOCIL	VYSKOCIL
Larkin	Audrey	Financial Aid Advisor - verification, awarding, processing	Veterans benefits, return of funds	Christin Bates		BATES	BROGE

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Lavender	Julie	VP of Instructional Services	PT Faculty, Biology	Steven Fosgard, Thomas Quinn	Presenter for Early College, Presenter at national conferences, AQIP Steering Committee	QUINN	QUINN
Lepper	David	Director of Resource Development		Thomas Quinn		QUINN	QUINN
Mabarak	Luann	MTEC Director	Advisor, Testing, Admissions, Disability Services, Student Accts, Tours	Renaee Klee, Ryan Madis	Student Appreciation Day, Career, Job fairs, Student Placement, AQIP Steering Committee	VYSKOCIL	VYSKOCIL
Madaj	Antoni	Network Administrator	IT Purchasing, Virtual Desktop, printing-fin aid	Matthew Bierman		BIERMANN	BIERMANN
Madis	Ryan	Admissions Recruitment Specialist	Golf Coach, Admissions, Community Education	Cesalee Kuffel, Irene Borak	Lego Camp	VYSKOCIL	VYSKOCIL
Mansfield	Stephanie	Nursing Instructor	Simulation	Nursing Faculty	Nursing boot camp	HUBBARD	FOSGARD
McCully	Mark	Welding instructor, Program Director	WFD Instructor	Daron Shimel	Welding art show, 8th grade exploration days, tours	FOSGARD	FOSGARD
McWilliams	Dan	Maintenance I	facilities service tech	Jeff Cherryhomes, Tom Pavelek		R. SHARPE	R. SHARPE
Mink	Gregory	Mathematics Faculty		Mathematics Faculty		LAVENDER	LAVENDER
Nuttall	Pam	Lab Coordinator, Science	PT Faculty	Science faculty	Science for secondary/primary students, animal caretaker	SCIENCE FACULTY	LAVENDER
Oakes	Bob	Automotive instructor, program director	WFD Instructor, NATEF accreditation chair	Automotive faculty, Dean of Occupational Programs	CIC committee, negotiations committee, AQIP, advisory	FOSGARD	FOSGARD
Ott	Shawn	Academic Advisor	Disability Services	Other academic advisors	Wellness Committee	VYSKOCIL	VYSKOCIL
Pavelek	Thomas	Maintenance I, water quality system		Jeff Cherryhomes, Dan McWilliams		R. SHARPE	R. SHARPE
Peters	Michael	Psychology Faculty		PT Faculty		LAVENDER	LAVENDER

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Polzin	Amy	Nursing Instructor	Nursing boot camp	Nursing Faculty		HUBBARD	FOSGARD
Quinn	Thomas	College President	Fundraising, Foundation Board	Board Chair, CAT Team	Speakers Bureau, Ogemaw County EDC, Crawford County EDC, Hospital Board, State Committees	BOARD	BOARD
Reynolds	Dawn	Instructional Support, Master Schedule, Support for VP of Instruction		Terry Geary, Karen Sigman		LAVENDER	LAVENDER
Rice	Scott	Art Instructor		PT faculty	Community art shows	LAVENDER	LAVENDER
Robson	Terese	Student Financial Services Specialist		Jennifer Gailitis	Food truck distribution, graduation usher, welcome tables, chili cook-off, community garden committee, Community Ed Instructor	RUDDY	BROGE
Ryskamp	Philip	Mechatronics/ELT instructor		PT Faculty	Retirement Plan Committee	FOSGARD	FOSGARD
Sharpe	Ronald	Director of Facilities	MIOSHA Compliance, Safety Committee	Maintenance Staff	Township Board	BROGE	BROGE
Sharpe	Winifred	Systems Analyst	User/system support	Matt Biermann, CTL	Township Board	BIERMANN	BIERMANN
Shimel	Daron	Lab Coordinator & Maintenance Tech		Mark McCully		FOSGARD	FOSGARD
Shumaker	Debra	Dir of Library & Tutoring, Grades First Admin	AQIP Community Chair, System Portfolio Author, College Archivist, Liaison to local libraries	GF-Wini Sharpe, AQIP & Sys Port-Nick Baker	Community Garden, MCO-OER committee, wellness committee, fitness walk leader	LAVENDER	LAVENDER
Slajus	Susan	HIT Instructor, Program Director	Curriculum Dev, Assessment team	HIT Faculty		FOSGARD	FOSGARD
Smith	Kimberly	SFS Supervisor	Financial Aid, 3P billing	Christin Bates	AQIP Steering Committee	BROGE	BROGE
St Clair	Joni	Assistant Registrar		Renaee Klee		VYSKOCIL	VYSKOCIL

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Sutton	Nathan	Assistant Director of Human Resources, Benefits Administration	Insurance Coordination, Staff training & development, Legal Compliance, Employee Wellness	Kristin Barnhart	Wellness Committee, Retirement Plan Committee, Safety Committee	BROGE	BROGE
Thiel	John	History Instructor	Student Senate Advisor	PT Faculty	Constitution Day	LAVENDER	LAVENDER
Thompson	Jon	English Instructor	New faculty training	English faculty, David Cable	OER grant, HLC support, AQIP Steering Committee	LAVENDER	LAVENDER
Vineyard	Jamie	Auxiliary Services Specialist		Melanie Blayer		M. ALLEN	BROGE
Volz	Ryan	Information Technology Tech		Jacob Haulotte		BIERMANN	BIERMANN
Vyskocil	Michelle	VP of Student Services	Registrar, Student Rights & Responsibilities	Luann Mabarak, Renae Klee, Cesalee Kuffel	Misc. Student Activities, Rep to state committees, AQIP Steering Committee	QUINN	QUINN
Weaver	Shannon	Cosmetology Instructor	Program Director	PT Faculty	Hair Shows, Speakers Bureau	FOSGARD	FOSGARD
Whitaker	April	Nursing Faculty		Beth Hubbard, Nursing Faculty		HUBBARD	FOSGARD

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