

Kellogg Community College
Minutes of the Regular Meeting of the Board of Trustees
December 17, 2014

The regular meeting of the Kellogg Community College Board of Trustees was held on Wednesday, December 17, 2014, in the Board Room of the Roll Building, 450 North Avenue, Battle Creek, MI.

Chairman Claywell called the meeting to order at 6:34 pm. Roll was taken and reflected the following:

Chairman Steve Claywell	Trustee Brian Hice
Trustee Jill Booth	Trustee Julie Camp Seifke (telephonically)
Trustee Reba Harrington (telephonically)	Trustee Jonathan Byrd (Absent-excused)
Trustee Matt Davis	

Attendance from President's Council included:

Dr. Dennis Bona, President
Ms. Teresa Durham, Executive Director, Kellogg Community College Foundation
Ms. Becky Gallimore, Executive Assistant to the President
Mr. Eric Greene, Director, Public Information and Marketing
Ms. Catherine Hendler, Vice President, Instruction
Dr. Jan Karazim, Dean, Workforce Development
Dr. Kay Keck, Vice President, Student and Community Services
Mr. Mark O'Connell, Vice President, Administration and Finance
Dr. Kevin Rabineau, Chair, Regional Education, and Director, Fehsenfeld Center
Mr. Bob Reynolds, Chief Information Officer
Ms. Ali Robertson, Director, Human Resources
Mr. Rick Scott, Chief Financial Officer

Thirteen individuals sat in the gallery.

CONSIDERATION OF MINUTES

Minutes of the November 19, 2014, regular meeting were approved as written in a motion by Trustee Davis and supported by Trustee Hice.

PRESIDENT'S REPORT

Recognition: Dr. Bona presented Trustee Hice with an award honoring his nineteen years of service as a Trustee for Kellogg Community College. Dr. Bona commented, "He will be missed". Trustee Hice did not win his bid for re-election but has accepted the Board's offer of facilitating the Strategic Governance Planning sessions.

Faculty Senate: On behalf of the Kellogg Faculty Association, Mr. Rod Price, KFA President, also took a moment to thank Trustee Hice for his years of service. Mr. Price then introduced Dr. Jason Smith, Professor, Anatomy and Physiology, who spoke briefly to the Board regarding the proposal provided to them for the establishment of a Faculty Senate. Action is expected at the January board meeting after the Trustees have had a chance to review the proposal. Chairman Claywell applauded the KFA for their efforts and interest in being involved at that level stating how it provides true testament that "we are blessed with excellent employees here at the College".

21st Century Project Update: Mr. Mark O'Connell provided a brief update regarding the timeline and start of construction on the Davidson Building. Capital Outlay funding for the Miller Building has been approved by the Senate but is pending approval by the House during the "lame duck" session. The Miller Building will proceed as a self-funded project if the Capital Outlay is not approved by the House.

Legislative Update: In addition to the Capital Outlay mentioned earlier in the 21st Century Project Update, Dr. Bona added that the MNJTP legislation has passed the House but is now waiting for Senate approval. Passage of this bill, among other things, would ensure that existing MNJTP contracts are not impacted by the increase in minimum wage, thereby allowing KCC to continue working with its current participating companies without the fear of contract elimination due to wages.

Enrollment Update: Current figures show enrollment for the Spring of 2015 is lower than it was at this point for the Spring of 2014. However, it is predicted that it will trend the same as the Fall of 2014 with a large amount registrations being done within the last few weeks before the start of the semester.

Informational Items:

- KCC's Service-Learning was selected for the 2014 President's Higher Education Community Honor Roll and the program will be presented at the 2015 Innovations conference in Boston
- The Board was invited to participate in Interim activities to be held the week of January 5, 2015
- KCC Foundation report update was provided with an added note from Dr. Bona that the Bid-A-Brighter Future auction and raffle will be returning to Interim Session
- Scholarships and grants received for the month totaled \$9,825
- KCC was scheduled to close for the holidays at 3:00 pm on Tuesday, December 23, 2014 and re-open at 8:00 am on Monday, January 5, 2015

There were not any questions brought forward regarding the informational items.

Dr. Bona added that the KCC Foundation received a very substantial gift of \$100,000 from a single donor. Foundation director, Ms. Teresa Durham, will provide more information at the January board meeting.

BOARD REPORTS AND REQUESTS

Trustee Hice offered that it is difficult to ask the citizens of the district to donate if they, the Trustees, did not do so themselves and encouraged his fellow Trustees make a donation to the Foundation.

Based on suggestions from a former workshop presenter at KCC, Trustee Hice also suggested that the administration should look into the possibility of decorating the board room with representations of things the college does or campus life. This was added as an action item later in the agenda.

The trustees took some time to review and exchange information from the first Strategic Governance Planning workshop held December 12, 2014. Ms. Teresa Durham attended the workshop and was asked to provide her feedback and suggestions of the process. The planning committee is going to meet with Ms. Durham to develop a foundation for the Board to build on as it moves forward. A schedule of meetings will also be established.

CITIZEN AND STAFF REQUESTS

None at this time.

ACTION ITEMS

Financial Statements and Personnel Items: In a single motion by Trustee Hice, supported by Trustee Davis, the Board agreed to a consent agenda accepting the August financial statements as presented, including expenditures for the month, and the following personnel items:

New Hire

Levi Good Director, Workforce Solutions
(effective January 5, 2015; Director 1, 2014-2015 annual salary
\$60,664-prorated for the remainder of the 2014-2015 fiscal year)

Contract Extension

Roy Tooke Career Coach, Workforce Solutions (Temporary)
(position extended until June 30, 2016 unless filled before that time)

Resignation

Claire Echtenaw Paraprofessional, Math and Science (10 years, 11 months)
(effective July 26, 2014)

Retirement Notice

Diane Kellogg Manager, Library Services (16 years)
(effective June 30, 2015)

Board Room: With a motion from Trustee Hice, supported by Trustee Davis, the board agreed to have President Bona check into the possibility of creating a culture and design of the board room centering around college life that may have more of an impact on trustees. Updates can be provided at regularly scheduled meetings of the Board of Trustees.

CLOSED SESSION

In a motion by Trustee Davis, supported by Trustee Booth, and unanimously approved by roll call vote, the Board moved into closed session at 7:19 pm for the purpose of discussing pending litigation. Action was expected after the closed session.

PUBLIC SESSION

The Board returned to public session at 8:03 pm. Chairman Claywell clarified that the purpose of the closed session was to consider the written opinion of counsel.

ACTION ITEM

Trustee Booth made a motion to “approve the settlement agreement to resolve a disputed claim. The agreement has been approved by the insurance carrier and is recommended by counsel.” The motion was supported by Trustee Hice and approved by the Board.

MISCELLANEOUS

Upcoming events were discussed and Chairman Steve Claywell, on behalf of the Board, took a moment to thank the administration, staff, faculty and students for a wonderful year at KCC. He also extended to everyone’s family best wishes and happy holidays.

ADJOURNMENT

Chairman Claywell adjourned the Board meeting at 8:06 pm.

Reba Harrington, Secretary

Steven Claywell, Chair