

Kellogg Community College
Minutes of the Regular Meeting of the Board of Trustees
July 16, 2014

The regular meeting of the Kellogg Community College Board of Trustees was held on Wednesday, July 18, 2014, in the Board Room, Roll Building, Kellogg Community College, 450 North Avenue, Battle Creek, MI 49017.

Chairman Byrd called the meeting to order at 6:30 pm. The roll reflected the following trustees present:

Chairman Jonathan Byrd	Trustee Brian Hice
Trustee Jill Booth	Trustee Julie Camp Seifke
Trustee Reba Harrington (telephonically)	Trustee Steve Claywell
Trustee Matthew Davis	

Attendance from President's Council included:

Dr. Dennis Bona, President
Ms. Teresa Durham, Interim Executive Director, Kellogg Community College Foundation
Ms. Becky Gallimore, Executive Assistant to the President
Mr. Eric Greene, Director, Public Information and Marketing
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, Dean, Arts, Sciences and Regional Education
Mr. Bob Reynolds, Chief Information Officer
Ms. Ali Robertson, Human Resources Director

Ten individuals sat in the gallery.

CONSIDERATION OF MINUTES

Minutes of the June 18, 2014, regular meeting and the June 26, 2014, special meeting were both approved as written, with the exception of a typographical error in the spelling of Ms. Jacqueline Braman's name, in a motion by Trustee Davis and supported by Trustee Booth.

PRESIDENT'S REPORT

Recognition: Dr. Bona took a moment to recognize Mr. Chet Dalski, Director, EMS Education, for completing his doctorate in Leadership. Everyone at the meeting was also treated to a three minute video of the choir's experience during their recent trip to Italy.

StormReady® Campus: Mr. Nathan Jeruzal from the National Weather Service, a component of the National Oceanic and Atmospheric Administration, was on hand to officially recognize Kellogg Community College as a "StormReady® Campus" by presenting Dr. Bona with a letter and certificate. KCC is the first community college in the State to receive this designation. Dr. Bona was glad to accept the award on behalf of John DiPierro and his staff for the hard work they have done.

State Legislative Update: The community college budget has been signed and provides for a 3.1% increase with no cap on tuition. Other pending legislation of interest to KCC includes in-district tuition for veterans, concealed weapons on campus, community college baccalaureate expansion, stranded costs in MPSERS, and amendments to the school aid fund. Due to being an election year, it is also expected that there will be capital outlay funding.

Enrollment Update: Summer semester is still down significantly over 2013 but Fall is improving as the semester is drawing near and registrations have increased. Financial aid has seen a great improvement in their processes and students are now waiting one day, instead of several, for their files to be completed. The College is planning an open house on Saturday, July 19, 2014, to help individuals through the 6-step process. Marketing was geared toward individuals that have completed financial aid, or filled out an application, but have not registered.

Renovation and Capital Improvement Update: Mr. Mark O'Connell provided the Board with an update on the progress of current projects. Binda Theatre is on schedule and repairs to the Severin Building are projected to be done before students return for Fall. The Davidson Building abatement project has begun, and a lease has been signed with the Art Center to allow for use of their space for KCC classes during reconstruction. The Board was also treated to the first pictures from inside the new Binda Theatre lobby and a preview of the architectural renderings for the Davidson Building.

Medical Laboratory Technician Program Consideration: The MLT program is being put on 'pause' as the College considers its viability due to low enrollment, difficulty for the students in finding jobs, and the inability to find a faculty member with the proper accreditation qualifications. Current students will be provided the coursework they need to finish their program on time but there will not be a 2014-15 cohort coming in.

Kellogg Community College Foundation Update: Ms. Teresa Durham provided the Board with an update of KCC Foundation activities, including scholarship awards, the annual Bruin Open golf outing scheduled for September 5, 2014, election of Foundation officers, and the newest sculpture from the Art on Campus initiative titled "Being Chicken is a State of Mind".

KCC Downtown Location: Due to changes with the Non-Profit Alliance, the KCC Foundation and the onset of the new KCC Center for Diversity and Innovation, the downtown office will go through some changes of its own. The current NPA staff will move back to KCC but the new KCCCDI staff will move in right behind them. Signage for the building is being worked out with the landlord and will be flexible enough to allow for tenant changes.

Scholarships and Grants: This month KCC received scholarships totaling \$34,125.00 for the beginning of the fiscal year. These contributions are accepted with great gratitude and appreciation on behalf of the students and the College.

Donor Name	Check Amount
American Legion Post 210	2,000.00
Branch County Community Foundation	2,000.00
Branch Intermediate School District	1,000.00
Calhoun Intermediate School District	10,000.00
Cassopolis Public Schools	500.00
Century Bank & Trust (C. Malovey Education Scholarship)	3,500.00
Century Bank & Trust (Taylor Scholarship Trust)	2,000.00
Climax-Scotts Community Schools	100.00
Hillside Motor Sales	500.00
Marshall Community Foundation	6,250.00
Pennfield Memorial Scholarship Fund	500.00
Quincy Community School District	750.00
Quincy United Methodist Church	100.00
Southern Michigan Bank & Trust (G. Juhl Trust)	2,000.00
Tulsa Community Foundation	2,500.00
Westwood United Methodist Church Foundation	425.00
Total	\$34,125.00

BOARD REPORTS AND REQUESTS

Trustee Davis stated that, since the recent registration experience with his stepdaughter, he has heard from two other individuals also applauding the staff and processes of the advising and registration departments at KCC. He is also excited to hear that Ms. Teresa Durham and the KCC Foundation are researching social media and the ability to text donations.

Chairman Jonathan Byrd reminded the Trustees of the upcoming Michigan Community College Association (MCCA) conference in Traverse City.

CITIZEN AND STAFF REQUESTS

Ms. Jacqueline Braman questioned the minutes from the June 26, 2014, meeting because it noted that Trustee Harrington was absent for the action items but there was not an announcement made that she had left. Chairman Jonathan Byrd shared with her that Trustee Harrington had been disconnected on the phone and attempts were being made to get her back.

CLOSED SESSION

In a motion by Trustee Claywell, supported by Trustee Davis, and approved unanimously by roll call vote, the Board moved into closed session at 7:18 pm for the purpose of discussing the President's performance review. No action was expected.

PUBLIC SESSION

The Board returned to public session at 7:42 pm.

ACTION ITEMS

In a single motion by Trustee Davis, supported by Trustee Hice, the Board agreed to a consent agenda accepting the financial statements, the personnel items, and two new board members for Calhoun Community High School.

Financial Statements: The Board accepted the June financial statements as presented, including the expenditures for the month.

Personnel Items: The Board approved the following personnel items for the month of July:

NEW HIRES

Wanda Miller

Instructor, Social Science (Temporary)
(effective January 7, 2015; Master's Lane, Step 10, 2014-2015 annual salary \$73,202)

TEMPORARY REASSIGNMENT

Scott Seppala

Career Coach II (Temporary)
(effective dates July 21, 2014 through September 29, 2017; prorated 2014-2015 annual salary \$39,066)

Calhoun Community High School: The Board approved the nomination of Mr. Jeff Jones and Mr. Gilbert Ortiz to the Calhoun Community High School board.

Eastern Academic Center Addition Close Out: In a motion by Trustee Claywell, and approved by Trustee Camp Seifke, the Board accepted the final amount for the Eastern Academic Center addition of \$1,159,271. The project came in \$127,462 under budget. The remaining funds will go back into the Building and Maintenance fund for other needs identified in the 15 year plan.

In a motion by Trustee Davis, supported by Trustee Claywell, the Board approved the following three action items:

KCC Insurance: The award of a three year contract to Worgess Insurance and Hub International to continue insurance services for the College. Worgess will provide liability and property coverage, including the addition of cyber-attack/data breach coverage, and Hub International will be providing workers compensation.

KCC Campus Security: The award of a three year contract to DK Security. DK Security is a Michigan based company with a strong presence in Calhoun County. The account representative is a graduate of KCC's Police Academy and resides in Pennfield.

Contract Renewal with BluFish Consulting LLC: A one year contract renewal with BluFish Consulting LLC to provide market research and advertising services for KCC.

Resolution to Amend Alcohol Policy: In a motion by Trustee Davis, and supported by Trustee Byrd, the Board approved a resolution that will allow President's Council the authority to approve functions or events on campus where alcoholic beverages may be served.

KCC Foundation Board Appointments: The board approved the re-appointment of Trustees Davis, Booth, and Claywell to the KCC Foundation Board in a motion by Trustee Camp Seifke and supported by Trustee Hice.

KCC Board of Trustees Election of Officers: The Board elected the following officers for the upcoming term:

In a motion by Trustee Davis, supported by Trustee Harrington, the Board elected Trustee Claywell to serve as the new Board chair.

The Board approved Trustee Jill Booth to continue as vice chair in a motion by Trustee Davis and supported by Trustee Harrington.

In a motion by Trustee Booth, supported by Trustee Byrd, the Board elected Trustee Davis to serve again as treasurer.

The Board approved Trustee Harrington to serve again as secretary in a motion by Trustee Davis and supported by Trustee Claywell.

Recognition: Trustees Davis and Harrington both took a moment to thank Trustee Byrd for his service as chairman. Trustee Byrd then expressed what a pleasure it has been and thanked his colleagues, the staff, students and community as a whole.

ADJOURNMENT

Chairman Byrd adjourned the Board meeting at 7:58 pm.

Reba Harrington, Secretary

Steven Claywell, Chair