

Kellogg Community College
Minutes of the Regular Meeting of the Board of Trustees
June 18, 2014

The regular meeting of the Kellogg Community College Board of Trustees was held on Wednesday, June 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
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, Dean, Arts, Sciences and Regional Education
Mr. Bob Reynolds, Chief Information Officer
Ms. Ali Robertson, Human Resources Director
Mr. Rick Scott, Chief Financial Officer
Ms. Terah Zarembo, Dean, Student Services

Twenty individuals sat in the gallery including Mr. Andy Fitzpatrick, Battle Creek Enquirer reporter.

PUBLIC HEARING ON 2014-2015 BUDGETS AND TAX LEVY

Motion to Open the Public Hearing: In a motion by Trustee Booth, supported by Trustee Davis, the Board opened the Public Hearing for the budget.

Call for Public Comment: There were not any public comments made.

Motion to Close the Public Hearing: In a motion by Trustee Davis, supported by Trustee Hice, the Board closed the Public Hearing.

Approval of Budgets and Tax Request for 2014-2015: In a motion by Trustee Claywell, supported by Trustee Hice, the Board approved, with a 7-0 vote, the budgets for the 2014-2015 year: the College's General Fund budget was approved in the amount of \$38,915,000; the Bookstore budget of \$3,500,000; and the Co-curricular budget of \$355,300.

In a separate motion by Trustee Davis, supported by Trustee Hice, the Board approved the tax levy in the amount of 3.6136 mills. The vote was 7-0.

CONSIDERATION OF MINUTES

Minutes of the May 21, 2014, regular meeting and the May 27, 2014, special meeting were both approved as written in a motion by Trustee Davis and supported by Trustee Hice.

PRESIDENT'S REPORT

Recognition: Dr. Bona honored the following individuals for their achievements: Mr. Thomas Shaw, Director of Athletics and Physical Education, was named MCCA Athletic Director of the Year; Dr. Sheila Matthews, Faculty/Coordinator for the Human Services Program, was the recipient of MCCA's 2014

Outstanding Faculty Award; and Ms. BJ Simmons, Faculty/Coordinator for Clinical Education, was named Physical Therapist Assistant of the Year by AMBUCS. Dr. Bona also highlighted the outstanding accomplishments of the Bruin athletic teams. Participant GPA's have earned them many awards. It was also noted that Governor Snyder confirmed his interest in obtaining an Associate Degree from Kellogg Community College through the reverse transfer option.

21st Century Update: Mr. Mark O'Connell provided the Board with an update on the Binda Theatre renovation. With the project being on schedule, full use of the building is expected in the Fall of 2014.

Legislative Update: The community college budget being forwarded to Governor Snyder for his signature includes a 3.1% increase with no cap on tuition.

Enrollment: Summer enrollment remains substantially down from 2013 in credit hours and contact hours but has held steady in head count. This means the same amount of students are taking less credits which may be due to more individuals working than in the past. Fall enrollment is currently down but it is too early to draw conclusions.

Cereal City Festival Participation: Approximately forty-five employees, students, and their families joined Dr. Bona and Blaze, the KCC mascot, to walk the parade route for the 2013 Cereal City Festival. On Saturday, the Admissions department was hard at work passing out promotional items and talking with individuals. Kudos to Mr. Eric Greene, Director, Public Information and Marketing, for once again organizing KCC's participation in the Cereal City Festival.

GED Testing: KCC has tentatively committed to becoming a GED testing site. Specific requirements are being investigated and a proposal is being put together to assist with funding. Tests are done online and there is currently only one testing site in Battle Creek with two available computers but there are 200-300 people in the community every year needing the service.

KCC Foundation Update: Ms. Teresa Durham was pleased to announce that the KCC Foundation fund balance has surpassed \$9 million for the first time. Ms. Durham provided the Board with a list of the 2014-2015 final scholarship recommendations totaling \$583,070.00 and the recipients of the Program Initiative Grants for faculty and staff totaling \$13,629.00. She also spoke of the passing of Mr. Sid DeBoer. The legacy of Mr. DeBoer to the science department at KCC is truly profound and KCC has been designated for contributions.

Scholarships and Grants: This month the College received scholarships totaling \$53,794.00, bringing the total for the fiscal year to \$269,002.83. The scholarships are accepted with great appreciation on behalf of the students and the College.

Donor Name	Check Amount
Vibralign, Inc.	500.00
Upromise	694.00
Calhoun Intermediate School District	1,000.00
Nottawaseppi Huron Band of the Potawatomi	1,350.00
Coldwater Noon Exchange Club	1,000.00
Nelson B. Purdy memorial Fund	500.00
Battle Creek ACS Foundation	1,000.00
Albion Community Foundation	500.00
Century Bank & Trust Malovey Education Scholarship	2,250.00
Sid Deboer Scholarship (3 students to get degrees)	45,000.00
Total	<u>\$53,794.00</u>

BOARD REPORTS AND REQUESTS

Trustee Harrington apologized for not being able to participate as speaker for the Veteran's Day memorial held at KCC but thanked General Robert Secrist for taking on the assignment. She also thanked Dr. Bona

and Mr. John DiPierro for the opportunity. General Secrist was in attendance at the board meeting and was recognized by everyone.

Trustee Davis commended KCC for the recent experience he had when he accompanied his stepdaughter to register for classes, which included a meeting with academic advisor Mr. Tim Bond. Trustee Davis stated that Mr. Bond is a great asset to the College.

CITIZEN AND STAFF REQUESTS

Ms. June Lewis, representing her interest as a taxpayer, student, and employee, shared with the Board and administration reasons why the support staff union rejected the proposed contract ratification document recently presented to them.

Kevin Moody, Maintenance Chairperson, stated that he had been previously chastised for talking about negotiation issues at a board meeting and urged the Board to disregard the comments made by Ms. Lewis for that same reason.

CLOSED SESSION

In a motion by Trustee Davis, supported by Trustee Claywell, and unanimously approved by roll call vote, the Board moved into closed session at 6:59 pm for the purpose of discussing contract negotiations and the President's contract. No action was expected.

PUBLIC SESSION

The Board returned to public session at 9:21 pm.

ACTION ITEMS

In a single motion by Trustee Hice, supported by Trustee Davis, and with Trustee Harrington being absent, the Board agreed to a consent agenda accepting the financial statements, the personnel items, an extension of the existing Charter for the Battle Creek Area Learning Center, and the services contract between the Battle Creek Area Learning Center and Lakeview School District.

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

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

NEW HIRES

Elyse Jozlin	Instructor, English (effective August 14, 2014; Master's Lane, Step 4, 2014-2015 annual salary \$55,946)
Martha Perkins	Instructor, English (effective August 14, 2014; Master's Lane, Step 10, 2014-2015 annual salary \$78,402)
Matthew (Kahyl) Stevenson	Secretary, Arts and Communication (effective June 2, 2014; Support Staff, O&C II, Step 3, 2014-2015 hourly salary \$16.69)
Jorge Zeballos	Executive Director, Kellogg Community College Center for Diversity and Innovation (effective July 21, 2014; Director 1, 2014-2015 annual salary \$74,000)

POSITION TRANSFER

Jessica Olds	Secretary, Selective Admissions (effective date to be determined; Support Staff, O&C II, Step 3, 2014-2015 hourly salary \$16.69)
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Executive Assistant to the Director, Kellogg Community College Center for Diversity and Innovation
(effective June 16, 2014; Professional 1, 2014-2015 annual salary \$44,100)

POSITION CHANGE

Beth Kuhn

Secretary, Social Science
(effective July 1, 2014; part-time 80% FTE employee changed to full-time employee)

SABBATICAL REQUEST

Glenda Morling

Professor, Social Science (7.5 years)
(effective January 1, 2015 through May 14, 2015 and January 1, 2016 through May 12, 2016)

RESIGNATION NOTICE

TaNisha Parker

Manager, Student Life (2 years)
(effective July 4, 2014)

RETIREMENT NOTICE

Margaret Stapleton

Professor, Social Science (22.5 years)
(effective December 31, 2014)

Battle Creek Area Learning Center Charter Extension: The Board, as chartering agent for the Battle Creek Area Learning Center, approved an extension of the existing Charter with the State of Michigan for the 2014-15 Academic Year.

Calhoun Community High School Services Contract: The Board, as chartering agent for the Battle Creek Area Learning Center, approved the services contract between the Battle Creek Area Learning Center and the Lakeview School District.

KCC Foundation Executive Director: Upon the recommendation by the KCC Foundation Board of Directors, and after discussion by the Board of Trustees, the Board approved in a motion by Trustee Hice, and supported by Trustee Claywell, with Trustee Harrington being absent, the appointment of Ms. Teresa Durham as Executive Director of the KCC Foundation.

Maintenance Contract: The Board approved in a motion by Trustee Davis, supported by Trustee Claywell, with Trustee Harrington being absent, the revised tentative agreement with the Maintenance union.

ADJOURNMENT

Chairman Byrd adjourned the Board meeting at 10:30 pm.

Reba Harrington, Secretary

Jonathan Byrd, Chair