

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

The regular meeting of the Kellogg Community College Board of Trustees was held on Wednesday, September 17, 2014, in Classroom D at the Regional Manufacturing Technology Center, 405 Hill Brady Rd, Battle Creek.

Chairman Claywell called the meeting to order at 6:31 pm. The roll reflected the following:

Chairman Steve Claywell	Trustee Jill Booth (arrived at 6:33pm)
Trustee Matthew Davis	Trustee Reba Harrington - Absent
Trustee Brian Hice	Trustee Julie Camp Seifke - Absent
Trustee Jonathan Byrd	

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, Human Resources Director
Mr. Rick Scott, Chief Financial Officer
Ms. Terah Zarembo, Dean, Student Services

Sixteen individuals sat in the gallery.

CONSIDERATION OF MINUTES

Minutes of the August 20, 2014, regular meeting were approved as written in a motion by Trustee Byrd and supported by Trustee Davis.

PRESIDENT'S REPORT

Employee of the Semester: Dr. Bona introduced the Fall 2014 recipients of the G. Edward Haring Employee of the Semester Award: Mr. Simon Thalmann, Digital Marketer/Writer, Public Information and Marketing; Ms. Cindy Lingbeek, Staff Assistant, Support Services; and Ms. Kim Madsen, Faculty, OIT. Mr. Gregg Hall, Maintenance, Utility II, also received the award but was unable to attend the meeting.

KCC Advanced Manufacturing Assembly (KAMA): Ms. Sara Hubbard, Director of Workforce Solutions, provided a presentation to the Board regarding the new KAMA program. The certification based program prepares students for high wage, high demand careers by providing a hands-on, structured learning environment that replicates what they would experience on the job at a state-of-the-art manufacturing facility. The program has gained recognition on the State level along with the local employers and non-profit community.

Campus Crime Statistics: KCC continues to experience an exceptionally low incidence of crime on campus with zero reportable crimes for 2013. However, two incidences of stalking were reported from the previous calendar year in the annual security report to students and staff. This was part of a request from the Department of Education to make a "good faith" effort to comply with preliminary guidance for the Violence Against Women Act (VAWA) of 2013.

Enrollment Update: Enrollment has improved slightly. Current numbers show a 4% decrease in contact hours and a 5% decrease in credit hours. However, KCC continues to lead the State with an 8% increase in headcount.

State Legislative Update: The Michigan New Jobs Training Program (MNJTP) has been impacted dramatically by the increase in minimum wage since companies participating in the program are required to pay 175% of minimum wage to be eligible. The Michigan Community College Association (MCCA) is working to help find solutions for the issue. At the very least, it is expected that companies currently participating in the program will be grandfathered into the wage structure.

The possibility of community colleges offering a baccalaureate in nursing is moving forward with the support of MCCA and some of the community colleges themselves.

Legislation is also being considered that would allow for non-continuous district annexation.

Impact of Right to Work: Ms. Ali Robertson, Director of Human Resources, updated the Board regarding the impact of the Right to Work law that went into effect at KCC in July of 2014 with the renewal of the bargaining unit contracts. Currently there is a window allowing union members to “opt out” of the unit but it is being challenged as an unfair labor practice. KCC is respecting the window until notified otherwise. So far the Right to Work has had minimal impact at KCC.

Capital Outlay Plan: To participate in the Capital Outlay Process, the Five-Year Capital Outlay Plan is required to be on file with the State of Michigan. The document provides state policymakers with the most current information available on institutional priorities as they relate to college facilities and capital improvement needs. KCC’s plan has been rewritten and will require Board approval in October. The Miller Physical Education, Wellness and Community Services Building is listed as KCC’s priority project for State funding. Dr. Bona will present the plan to the capital outlay subcommittee in Lansing on September 24.

Renovation and Capital Improvements Update: Mr. Mark O’Connell provided a brief update on the progress of the Binda Theatre and Davidson Center projects. Binda is on schedule and projected to come in under budget. Bids for Davidson are due back at end of September and a recommendation is expected for the October board meeting.

Kellogg Community College Foundation Update: Ms. Teresa Durham reported on a very successful Bruin Open which raised over \$93,000 for scholarships. The annual KCC Foundation scholarship dinner will be held at the Battle Creek Country Club on October 9. Adopted for Connect Day during Community College Week, the slogan “Always a Bruin” will continue to be used by the Foundation in the ongoing effort to connect with alumni.

Community College Week: Designated by the MCCA, the first-ever Community College Week provided an opportunity for students, employees, and the public to participate in events reflecting the College’s mission. Mr. Eric Greene, Director of Public Information and Marketing, shared with the Board information on activities that included ways to Connect, Engage, Remember, Move, and Serve. Mayor David Walters, City of Battle Creek, also proclaimed September 15 – 19, 2014, as Community College Week.

Bruin Blast/Constitution Day: Ms. Terah Zaremba, Dean of Student Services, was pleased to report that almost eleven hundred individuals took part in the annual Bruin Blast and Constitution Day held on September 17. The day included fun activities to engage the students with campus departments and community and student organizations. District Judge John Hallacy, joined by KCC honor students, provided an opportunity to learn about and understand the constitution with a constitution quiz show.

Scholarships and Grants: This month the college received \$103,680.00 in scholarships. This brings the total for the year to \$203,844.75. These contributions are accepted with appreciation and great gratitude on behalf of the students and the College.

Donor Name	Check Amount
Angola Rotary Club	1,000.00
Barry Community Foundation	250.00
Bellevue Lions Club	2,000.00
Bellevue Memorial Scholarship Foundation	2,125.00
Branch County Community Foundation	750.00
Branch Intermediate School District	800.00
Capital Region Community Foundation	1,000.00
Cassopolis Athletic Booster Club	500.00
Central MI Christian Camping Assoc. (Camp Barakel)	1,490.00
Century Bank & Trust (Malovey Scholarship)	13,500.00
Century Bank & Trust (Taylor Scholarship)	24,000.00
Comerica Wealth & Institutional Management	1,100.00
Community Foundation Alliance of Calhoun County	3,050.00
Culver's VIP Foundation	1,000.00
Duncan Aviation	2,000.00
Enbridge, Inc.	1,100.00
First Merit (Hecht Trust Scholarship)	500.00
Hastings Area School System	1,075.00
Infinisource	1,000.00
Kalamazoo Community Foundation	500.00
Kellogg Community Federal Credit Union Scholarship	1,000.00
Maple Valley Memorial Scholarship Foundation	200.00
Marine Corps Scholarship Foundation Inc.	1,500.00
Marshall Bowling Council	300.00
Marshall Community Foundation	3,815.00
McDonalds - People Promises, LLC	750.00
Nottawaseppi Huron Band of the Potawatomi	1,800.00
ProMedica	2,500.00
Republic Services, Inc.	3,500.00
Scholarship America	2,125.00
Southern Michigan Bank & Trust	8,650.00
Southern Michigan Bank & Trust (Juhl Trust)	14,000.00
Tyre Lodge #18 F. & A.M.	1,000.00
UFCW Local 951 Foundation	1,000.00
Voces (Camino al Exito Scholarship)	800.00
Vomberg Foundation Fund	2,000.00
Total	\$103,680.00

BOARD REPORTS AND REQUESTS

Chairman Steve Claywell asked everyone in attendance to keep Trustee Harrington in their thoughts and prayers as she deals with a medical issue.

CITIZEN AND STAFF REQUESTS

None.

ACTION ITEMS

In a single motion by Trustee Byrd, supported by Trustee Hice, the Board agreed to a consent agenda accepting the financial statements and the personnel items listed below.

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

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

NEW HIRES

Hilary Anthony	Secretary, Student Life (effective August 11, 2014; Support Staff, O&C II, Step 5, 2014-2015 hourly salary \$18.54)
Debra Buck	Instructor, Nursing (effective January 7, 2015; Master Lane +60, Step 10, 2014-2015 annual salary \$78,402-prorated for the remainder of the fiscal year)
Drew Hutchinson	Manager, Student Life (effective September 22, 2014; Manager 2, 2014-2015 annual salary \$48,921-prorated for the remainder of the fiscal year)
Clark Imus	Instructor, Emergency Medical Services (effective August 18, 2014; Bachelors Lane, Step 9, 2014-2015 annual salary \$63,358-prorated for the remainder of the fiscal year)

POSITION TRANSFER

Sara Reed	Secretary, Career and Employment Services (effective October 6, 2014; Support Staff, O&C II, Step 5, 2014-2015 hourly salary \$18.54)
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SABBATICAL POSTPONEMENT

Robert Mulligan	Professor, Arts and Communication (7 years) (postponed until Fall Semester 2015)
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RESIGNATION NOTICE

Sara Hubbard	Director, Workforce Solutions (2.75 years) (effective October 21, 2014)
Kristi Rigelman	Training Coordinator, Workforce Solutions (Temporary) (1 month) (effective September 26, 2014)

RETIREMENT NOTICE

Barbara Simmons	Professor/Coordinator, Physical Therapy Assistant Program (17.5 years) (effective May 14, 2015)
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APPROACHING RETIREMENT

Pearlie McNutt

Secretary, Career and Employment Services (13 years)
(effective September 30, 2014; Retirement Reception September
29, 2014, 9:30 a.m. to 11:00 a.m. in the Kellogg Room)

Faculty Tenure: In a motion by Trustee Davis, supported by Trustee Byrd, the Board approved the tenure recommendations for:

Ms. Jennifer Smith, Math and Science Faculty
Mr. Marcus Anderson, Math and Science Faculty
Mr. Brad Poer, Theater Faculty/Coordinator

Calhoun Area School Board Members Association (CASBMA): In a motion by Trustee Davis, and supported by Trustee Byrd, the Board approved the offer made by Chairman Claywell to serve on the CASBMA board.

CITIZEN AND STAFF COMMENTS

None.

CLOSED SESSION

In a motion by Trustee Davis, supported by Trustee Byrd, and approved unanimously by roll call vote, the Board moved into closed session at 7:35 pm for the purpose of discussing a personnel matter. No action was expected.

PUBLIC SESSION

The Board returned to public session at 8:05 pm.

ADJOURNMENT

Chairman Claywell adjourned the Board meeting at 8:08 pm after a brief discussion of upcoming events.

Reba Harrington, Secretary

Steven Claywell, Chair