

Kellogg Community College  
Minutes of the Special Meeting of the Board of Trustees  
April 12, 2016

The Kellogg Community College Board of Trustees held a special meeting for the purpose of Strategic Governance Planning on Tuesday, April 12, 2016, in the Board Room (301A) of the Roll Building, 450 North Avenue, Battle Creek, Mich.

Chairman Claywell called the meeting to order at 5:52 p.m. Roll was taken and reflected the following:

Chairman Steve Claywell  
Trustee Jill Booth  
Trustee Reba Harrington  
Trustee Matt Davis

Trustee Jonathan Byrd  
Trustee Julie Camp Seifke  
Trustee Patrick O'Donnell

Attendance from President's Council included:

Mr. Mark O'Connell, Interim 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  
Dr. Jan Karazim, Dean, Workforce Development  
Dr. Kay Keck, Vice President, Student and Community Services  
Dr. Kevin Rabineau, Dean, Arts, Sciences, and Regional Education  
Mr. Bob Reynolds, Chief Information Officer  
Ms. Ali Robertson, Director, Human Resources

#### **BOARD REPORTS AND REQUESTS**

**State Representative:** Trustee O'Donnell reported on a recent meeting with State Representative Dr. John Bizon. O'Donnell stated that Dr. Bizon thanked the Board for the good work they are doing and added that he hoped to continue the relationship.

**Strategic Governance Planning:** Throughout 2015 the Board held several workshops for the purpose of Strategic Governance Planning and developed a draft of board governance policies. In December and March, College administration reviewed the draft and provided feedback. This meeting allowed the Board the opportunity to evaluate that feedback and discuss openly the policies intended to govern themselves as board members. Several members of President's Council participated in the workshop that covered Board Purpose, Board Job Description, Governing Responsibility and the Chairperson's Job Description.

The next workshop is scheduled for June 7, 2016, at 5:30 p.m. in the Board Room.

#### **CITIZEN AND STAFF COMMENTS**

None.

#### **ADJOURNMENT**

Chairman Claywell adjourned the workshop at 8:03 pm.

Reba Harrington, Secretary

Steven Claywell, Chair