

Kellogg Community College
Minutes of the Regular Meeting of the Board of Trustees
August 20, 2014

The regular meeting of the Kellogg Community College Board of Trustees was held on Wednesday, August 20, 2014, in Classroom 106 at the Fehsenfeld Center, 2950 West M-179 Highway, Hastings.

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

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

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 Zaremba, Dean, Student Services

Twelve individuals sat in the gallery including John Sherwood, reporter from the Battle Creek Enquirer.

CONSIDERATION OF MINUTES

Minutes of the July 16, 2014, regular were approved as written in a motion by Trustee Byrd and supported by Trustee Hice.

PRESIDENT'S REPORT

Fehsenfeld Center Welcome: Dr. Kevin Rabineau provided a brief overview of what is new at the Fehsenfeld Center and introduced guests Ms. Carrie Duits, Superintendent of Hastings area schools, Ms. Ronna Steel, Superintendent of Barry Intermediate School District, and Mr. Chris Macklin, Principal of Hastings High School. Each of the guests expressed gratitude for the Fehsenfeld Center in Hastings and the educational opportunities it brings to area students.

MCCA Awards: Dr. Bona presented Trustees Jill Booth and Matt Davis with service pins from the MCCA for five years of service as Trustees. The pins were awarded at the MCCA Summer Conference. Dr. Sheila Matthews was also honored at the conference with the MCCA 2014 Outstanding Faculty Award.

Charter School Authorizer Issue: Ms. Catherine Hendler provided an update for the Board regarding the August 11, 2014, inclusion of KCC, as a charter school authorizer, in an "at risk of suspension" list disclosed by the State Board of Education. KCC is the charter authorizer for the Battle Creek Area Learning Center, or Calhoun Community High School as it is known locally. The State has yet to specifically identify the deficiencies that led to inclusion in the list but has indicated that remediation of deficiencies is expected by October 22, 2014. The penalty for unsuccessful remediation is suspension of the privilege of expanding or increasing the number of charters in an authorizer's portfolio of schools. While the college has no intentions at this time to authorize further charters, attempts are being made to resolve the issue with the Department of Education. It was noted that actions being taken by the State

are not against the schools themselves but against the school authorizers and current charters are not affected. The CCHS is an alternative school currently serving approximately 175 students that traditionally have been unsuccessful in other settings. Dr. Bona added that KCC is proud of the work being done at the school and would like to see it continue.

21st Century Project Update: Mr. Mark O’Connell presented recent pictures of the renovation being done to the Binda Theatre. Completion is expected by November with staff moving back in October and a soft-start expected mid to late fall. Work is continuing on programming for the Davidson Center. Construction is scheduled to begin in January with operations back in place prior to fall of 2015.

Opening of the Semester Activities: An update for the Board regarding opening of the semester activities was provided by Ms. Catherine Hendler. General Session was held offsite at McCamly Plaza Hotel. A panel of guests, brought together by Dr. Bona, highlighted the event by providing context to the importance of the work KCC does, and the connections KCC has, within the community. The panel included representation from United Way, Western Michigan University, the Kellogg Company, Battle Creek Public Schools, the W.K. Kellogg Foundation, and Battle Creek Unlimited.

CDI: Mr. Jorge Zeballos, Executive Director of the newly established KCC Center for Diversity and Innovation, explained the mission and vision of the center, which aims to foster diversity, equity and inclusion in Battle Creek while working directly with organizations to develop related policies and practices. KCCCDI was made possible by a grant from the W.K. Kellogg Foundation.

Fall Enrollment: Current figures are proving the estimated 5 percent decrease in contact hours for the fall semester to be accurate as enrollment in contact hours as of August 18 is down 5.45 percent. KCC is leading the State in headcount with an increase of 3.6 percent. These numbers definitively indicate there are more students taking fewer contact hours.

Kellogg Community College’s United Way Campaign: Co-chairs for the 2014 United Way campaign are Mr. Eric Greene, Director of Public Information and Marketing, and Ms. Terah Zaremba, Dean of Student Services.

Kellogg Community College Foundation Update: Ms. Teresa Durham’s report to the Board included information on the newly established scholarship from the Veterans AMBUCS organization, the Bruin Scholarship Open, the text giving initiative being shared with Public Information and Marketing, and key strategies for 2014-2015. To date the Foundation is at 90 percent of the \$86,000 goal for the Bruin Open. However, a soft-launch of text giving during the Bruin Open, using the online hub MobileCause, may help to surpass that goal. Since its inception 16 years ago, the Bruin Open has raised over \$700,000 for scholarships. Through the generosity of IBEW 445 LMCC, the first champion level sponsorship was established at \$7,500.

Program Updates: Dr. Jan Karazim provided a brief update on the successful compliance visit regarding Federal Perkins funding.

Scholarships and Grants: This month the College received scholarships totaling \$66,039.75. This brings the year’s total to \$100,164.75. These contributions are accepted with appreciation and great gratitude on behalf of the students and the College.

Donor Name	Check Amount
American Funds	1,200.00
American Red Cross	2,762.50
Bellevue Memorial Scholarship Foundation	2,125.00
Branch County Community Foundation	2,000.00
Century Bank & Trust (Malovey Education Scholarship)	2,250.00
Century Bank & Trust (Taylor Scholarship Trust)	3,750.00
Concord Alumni Association	500.00
Concord Community Schools	350.00
Early Bird Exchange Club of Coldwater	500.00
Employment Group, Holdings Corp.	500.00

Fresenius Medical Care	3,489.75
Gary & Mary Lincoln Scholarship	1,000.00
Grand Chapter Order of Eastern Star of Michigan	2,000.00
Gull Lake Community Schools Foundation	500.00
Homer Community School	250.00
Hudson Foundation	750.00
Joshua Beatty Memorial Scholarship Fund	250.00
Michigan Credit Union Foundation	3,750.00
Michigan Elks Charitable Grant Fund	2,000.00
Michigan Gateway Community Foundation	500.00
Nottawaseppi Huron Band of the Potawatomi	4,200.00
Office & Professional Employees Int. Union, AFL-CIO, CLD	4,575.00
Petoskey-Harbor Springs Area Community Foundation	500.00
Rubyard Area Community Foundation	1,500.00
Southern Michigan Bank & Trust (JUHL Trust)	12,000.00
Southern Michigan Bank & Trust (Salisbury Charitable Trust)	2,150.00
St. Clair High School	1,000.00
Sturgis Area Community Foundation	1,500.00
The Andersons	1,000.00
Trilogy Foundation, Inc.	2,000.00
Venis Wright Scholarship (First Merit Bank)	5,187.50
Total	\$66,039.75

BOARD REPORTS AND REQUESTS

Chairman Steve Claywell took a moment to thank fellow Trustees Julie Camp Seifke and Brian Hice for their attendance and participation in the College's General Session held on August 19.

Trustee Harrington expressed her thanks to all Board members for the understanding and support she has received while dealing with a health issue and to Dr. Bona for the communications he has been providing the Board.

CITIZEN AND STAFF REQUESTS

Deb Hatfield thanked the Board for holding their meeting at the Fehsenfeld Center and expressed interest in expanding offerings at the Center.

ACTION ITEMS

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

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

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

NEW HIRES

Chad Bertelson

Technician, User Support
(effective August 18, 2014; Technician, Step 4, 2014-2015 hourly salary \$19.92)

Kelley Kellis

Manager, Human Resources
(effective September 8, 2014; Manager 1, 2014-2015 annual salary \$59,965-prorated for the remainder of the fiscal year)

Jennifer Philp Manager, Binda Performing Arts Center
(effective August 18, 2014; Manager 2, 2014-2015 annual salary \$48,921-prorated for the remainder of the fiscal year)

Kristi Rigelman Program Coordinator, Workforce Solutions (temporary)
(effective dates August 18, 2014 through December 31, 2014; prorated 2014-2015 annual salary \$48,522)

Georgina Thomas Instructor, Nursing
(effective August 25, 2014; Master's Lane, Step 10, 2014-2015 annual salary \$73,202)

TEMPORARY REASSIGNMENT

Kimberlee Andrews-Bingham Interim Director, Non-Profit Alliance (Temporary)
(effective dates August 18, 2014 through December 31, 2014; prorated 2014-2015 annual salary \$55,594)

CONTRACT EXTENSION

Melissa Metzger Administrative Assistant, Calhoun County High School
(effective dates August 1, 2014 through June 30, 2015; prorated 2014-2015 annual salary \$34,792.80)

KCC Board Appointment to Marshall Local Development Finance Authority (LDFA): In a motion by Trustee Byrd, supported by Trustee Camp Seifke, the Board unanimously approved the appointment of Trustee Davis to the Marshall LDFA. This position was previously held by Mr. Gene Haymaker.

Calhoun Area School Board Members Association (CASBMA): Trustee Camp Seifke, due to time constraints, has asked to be removed as Board delegate to the Calhoun Area School Board Members Association. The Board, asking for more time, has tabled the item until the September 17 board meeting. Current alternate, Chairman Steve Claywell, will attend the CASBMA organizational meeting scheduled for September 3, 2014.

CLOSED SESSION

In a motion by Trustee Byrd, supported by Trustee Camp Seifke, and approved unanimously by roll call vote, the Board moved into closed session at 7:30 pm for the purpose of discussing a personnel matter. No action was expected.

PUBLIC SESSION

The Board returned to public session at 8:26 pm.

ADJOURNMENT

After a brief discussion of upcoming college events, Chairman Claywell adjourned the Board meeting at 8:28 pm.

Reba Harrington, Secretary

Steven Claywell, Chair