

Kellogg Community College
Minutes of the Special Meeting of the Board of Trustees
February 25, 2015

The Kellogg Community College Board of Trustees held a special meeting for the purpose of Strategic Governance Planning on Wednesday, February 25, 2015, in the Board Room of the Roll Building, 450 North Avenue, Battle Creek, MI.

Chairman Claywell called the meeting to order at 6:30 pm. Roll was taken and reflected the following:

Chairman Steve Claywell	Trustee Julie Camp Seifke
Trustee Jill Booth	Trustee Jonathan Byrd (absent)
Trustee Reba Harrington (telephonically)	Trustee Patrick O'Donnell
Trustee Matt Davis	

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
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
Mr. Bob Reynolds, Chief Information Officer
Ms. Terah Zaremba, Dean, Student Services

Mr. Brian Hice, serving as facilitator for the governance planning sessions, was also in attendance.

STRATEGIC GOVERNANCE PLANNING

The Board met for a second time to continue their work with strategic governance planning based on the book "Trusteeship in Community Colleges: A Guide for Effective Governance" by Cindra J. Smith. Ms. Teresa Durham provided a compilation of the survey "Board Duties: A Checklist for Effectiveness" taken by each board member at the February board meeting. As a tool, the survey may be taken again in the future to help the Board gauge their cohesiveness and understanding of board governance.

The workshop continued with the Board, along with Mr. Brian Hice and the guests from President's Council, breaking into groups to discuss chapters 3, The Board and the Community, and 4, The Board and The Chief Executive. After 40 minutes of group discussion, the Board came back together with a spokesperson from each group providing an overview of the chapter and the various feedback provided by individuals within the group. Notes from each group were collected and, along with the feedback from the large group discussion, will be compiled and themed by Ms. Teresa Durham and disseminated to the Strategic Governance Planning Committee.

Chairman Claywell thanked everyone in attendance for their participation. The Strategic Governance Planning Committee will meet and provide the next steps at the March 18, 2015, board meeting.

CITIZEN AND STAFF COMMENTS

N/A

ADJOURNMENT

Chairman Claywell adjourned the meeting at 8:08 pm.

Reba Harrington, Secretary

Steven Claywell, Chair