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**Kellogg Community College
Minutes of the Regular Meeting of the Board of Trustees
March 16, 2022**

The Kellogg Community College Board of Trustees met in a regular public session on March 16, 2022, at 6:30 p.m. in the Board Room of the Kellogg Community College Roll Administration Building, 450 North Avenue, Battle Creek, MI. A Zoom conferencing option was available to staff and the public.

Chairman Claywell called the meeting to order at 6:30 p.m. Roll call was conducted. Each trustee's physical location is reflected if attending remotely:

Chairman Steve Claywell - present
Trustee Jill Booth – present
Trustee Carla Reynolds – present
Trustee Xenia McKay – present

Trustee Jonathan Byrd – present
Trustee Matthew Davis – absent
Trustee Patrick O'Donnell – present
Student Rep. Monica Feldpausch - absent

30 individuals, comprised of KCC executive leadership, President's Council members, college staff, and community guests participated via Zoom or person in person. 0 individuals participated via conference call.

ADJUSTMENTS TO THE AGENDA: none

CONSIDERATION OF MINUTES: Minutes from the regular meeting held on February 16, 2022, were approved as written by the Board unanimously, with a motion by Trustee Byrd and supported by Trustee Reynolds.

Minutes from the closed session held on February 16, 2022, were approved as written by the Board unanimously, with a motion by Trustee Byrd and supported by Trustee McKay.

PRESIDENT'S REPORT

Dr. Bennings, President of Kellogg Community College introduced the following to provide updates:

Dr. Keck, Vice President of Student and Community Services updated the Board on the following:

Athletics: The men's bowling team finished 2nd MCCA and 3rd in NJCAA Region XII. The women's bowling team finished 3rd in MCCA and 5th in NJCAA. Both made their second straight appearance at the NJCAA National Championship Tournament. The men's basketball team qualified for post-season play. The baseball team is currently ranked 6th in the National Junior College Athletic Association Division II Baseball Poll. The Bruins' home game is set for Friday, March 18th v. Jackson College at 2:00 pm at C.O. Brown Stadium.

MCCA All-Michigan Academic Team: Alexis Clark, Monica Feldpausch, Elissa Ferris, and Jodi Inman, have been named to the Michigan Community College Association 2022 All-Michigan Academic Team.

Phi Theta Kappa: The KCC Alpha Nu Eta chapter of Phi Theta Kappa (PTK) has been named a 2022 REACH Rewards Chapter. The Chapter received 4 PTK stoles to be worn at Commencement by graduating PTK members and officers.

External Scholarships and Grants: The February monthly receipt in external gifts and grants to students is \$12,436.32, bringing the 21/22 fiscal year total to \$269,247.47.

Community Engagement: On Feb. 16th, admissions and financial aid staff partnered with VOCES at the first College Fair at the Burma Center.

BOARD OF TRUSTEES

Steven A. Claywell
Chair

Jill M. Booth
Vice Chair

Jonathan D. Byrd
Secretary

Matthew A. Davis
Treasurer

Xenia C. McKay
Trustee

Patrick A. O'Donnell
Trustee

Carla C. Reynolds
Trustee

Adrien L. Bennings, PhD
President

Dr. Watson, Vice President of Instruction, provided the following updates from the Division:

Higher Learning Commission: HLC approved the opening of BCCHS and CACC and Reaffirmed Accreditation as of 2/28/2022. The next Reaffirmation of Accreditation is in 2031-2032. Interim reports were requested and due by 6/30/23.

Community Engagement: The Division was involved in four community engagements: Delton Rotary, Voces, health care, and BCCHS freshman.

Assessment Day: This was conducted on 3/4/2022, marking their eighth Assessment Day event.

Dental accreditation update: The Commission on Dental Accreditation (CODA) granted the dental hygiene program the accreditation status of “approval without reporting requirements.”

Eric Greene, Vice President of Strategy, Relations, and Communications, provided the following update:

Campus Reopening: KCC updated mask requirements at the College.

RISE visits KCC: KCC hosted the RISE Corp. after-school program at Washington Heights United Methodist Church. The SRC Division and Admissions Department collaborated to provide an age-appropriate program so the kids could learn about college life and take a campus tour.

WEBSITE Redesign: Simon Thalmann, Marketing Director discussed the plan for launching a newly designed KCC website (Kellogg.edu) in the coming weeks for the primary purpose of appealing to prospective and current students. The KCC website was last redesigned in 2014.

Infrastructure, Planning, and Sustainability Update: Brad Fuller, Director of Institutional Facilities, and Greg Colegrove, CIO, and Co-Chair of the IPS provided the Board with an update on current IPS project activities: Roll 302, vehicle replacement, PC replacement, Roll courtyard repairs and the conversions of the library and HR offices.

KCC Foundation: Teresa Durham, Executive Director of the KCC Foundation, reported on activities of the KCC Foundation including the results of the Bid a Brighter Future Auction and Raffle held on March 3 & 4. There are 489 submitted scholarship applications and 87 in the draft. February contributions total \$20,376 and total contributions year to date total \$1,682,869. KCC Alumni Awards nominations are due March 20, 2022, and we are planning to hold a virtual Celebration of Donors and Scholars event in late April.

BOARD REPORTS AND REQUESTS

Student Representative Monica Feldpausch was unable to attend but provided a written report on the Alpha Nu Eta chapter of PTK and her question of the month

CITIZEN/STAFF REQUESTS AND COMMENTS

McKenzie Fuller: the current nursing student shared concerns about the KCC nursing program highlighting issues with instructors at clinicals and being responsible for tuition and fees again for the courses. She also mentioned this was recently brought to the attention of Dr. Dennis Baskin, who is doing due diligence on the concerns.

Becky Lewis: the KCC alum (2000), current RN, and aunt of current nursing student Gloria Guernsey, provided the Trustees a recollection of her experiences of the nursing program when she attended KCC and her concerns with the current nursing program. She discussed the importance of clinicals and quality instruction which she feels needs to be addressed.

ACTION ITEMS

Compliance with the Community College Act, Sec. 389.141: With a motion by Trustee Byrd, supported by Trustee Reynolds, the Board unanimously approved to estimate of the amount of property taxes

necessary for the 2023 fiscal year, and the prepared resolution on the assumption it will be necessary for the Board to levy the full, voted millage next year.

KCCF/KCC Memorandum of Understanding: With a motion by Trustee Booth, supported by Trustee Byrd, the Board unanimously approved the MOU between KCCF & KCC that the KCCF Board approved in February 2022.

Financial Statements: With a motion by Trustee Byrd, supported by Trustee Reynolds, the Board unanimously approved the financial statements for February 2022.

Personnel Items: The following personnel items were unanimously approved by the Board with a motion by Trustee Byrd, supported by Trustee Reynolds:

New Employees

Mackenzie Griffith	Process Specialist, Graphic Design (effective March 14, 2022; Support Staff, Pay Grade 14, Step 3, 2021-2022 hourly rate \$22.93)
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Position Transfers

Michelle Reece	Specialist, Lifelong Learning (effective February 28, 2022; Support Staff, Pay Grade 13, Step 6, 2021-2022 hourly rate \$24.97)
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Scott Seppala	Center Assistant, RMTTC (full-time) (effective February 28, 2022; Support Staff, Pay Grade 12, Step 6, 2021-2022 hourly rate \$21.68)
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Simon Thalmann	Director, Marketing (effective February 14, 2022; Administration, Director 1; 2021-2022 annualized salary \$77,392)
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Retirements

Susan Sawyer	Faculty, Math and Science (30 years) (effective August 12, 2022)
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Acceptance Withdrawn

Sarah Trumble	Navigator, Workforce Solutions (MiLEAP) (FC)* (effective February 28, 2022; Administrator, Professional 1, 2021-2022 annualized salary \$49,000)
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Open Positions	Status
Account Manager, Workforce Solutions	Posted – External
Assistant Athletic Director	Posted – External
Assistant Director, Nursing Education	Candidate Review
Clerk, Business Office	Posted – External
Instructor, Business Administration (2 positions)	Posted – Internal
Instructor, Certified Nurse Aide (CNA) Program (temporary)	Posted – External
Instructor, Industrial Electricity	Posted – Internal
Navigator, Workforce Solutions (MiLEAP) (FC)*	Posted – External
Specialist, Arts & Sciences (part-time)	Candidate Review
Specialist, Financial Aid	Interview and Selection

**Fully or Partially Grant Funded*

ADDITIONAL ACTION ITEM

Full Report on Concerns of Nursing Program: With a motion by Trustee Byrd, moved by Trustee Reynolds, and supported by Trustee Booth, the Board unanimously approved a full report on the nursing concerns raised during the Citizen Comments to be presented during the April 2022 Board of Trustees' Meeting.

CITIZEN/STAFF COMMENTS

MISCELLANEOUS

Dr. Bennings provided the following KCC activities:

Board Meeting – April 20, 2022
EMS Pinning Ceremony – May 10th @ 6 PM in Binda
Nursing Pinning Ceremony – May 11th @ 6 PM, W.K.K. Auditorium
Commencement – May 12th @ 7 PM, Kellogg Arena
DEHY Pinning Ceremony - May 12th @ 3 PM in Binda
Police Academy Recognition Ceremony – June 8th @ 6 PM in Binda
MCCA 2022 Summer Conference – July 27-29

ADJOURNMENT

With a motion by Trustee Byrd and support by Trustee Reynolds, Chairman Claywell adjourned the meeting at 7:41 p.m. with unanimous Board approval.

Steve Claywell, Chairman

Jonathan Byrd, Secretary