

**Kellogg Community College  
Minutes of the Regular Meeting of the Board of Trustees  
October 19, 2022**

The Kellogg Community College Board of Trustees met in a regular public session on October 19, 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 6:31 p.m.  
Roll call was conducted.

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

Trustee Jonathan Byrd – present  
Trustee Matthew Davis – present  
Trustee Patrick O'Donnell – present  
Student Representative Eve Hibbard – present

The Pledge of Allegiance was recited.

**ADJUSTMENTS TO THE AGENDA:** There were no adjustments to the agenda.

**CONSIDERATION OF MINUTES:** The Board of Trustees unanimously approved the minutes from the regular meeting held on September 21, 2022, and the minutes from the closed session held on September 21, 2022, with a motion from Trustee Booth and supported by Trustee Reynolds.

**PRESIDENT'S REPORT**

**Athletic Highlight:** Dr. Paul Watson introduced Mr. Drew Fleming, athletic director, and acknowledged the KCC Cross Country Team that was in attendance. Mr. Drew Fleming shared some exciting statistics about the team since its inception in 2018. The women's team has won three Region XII Championships and five First Team All-Region awards. The men's team has won one Region XII Championships and five First Team All-Region awards. Both teams have received NJCAA All-American awards. Mr. Drew Fleming recognized Tom Shaw, head coach, and Dr. Kevin Rabineau, assistant coach, and invited Mr. Tom Shaw to introduce the team.

**Marketing Awards:** Mr. Eric Greene shared KCC's Marketing and Communications department won nine regional Medallion Awards from the National Council for Marketing and Public Relations for the 2021-2022 academic year. The awards include two first-place Gold Medallion Awards and a full sweep of the Print Advertisement awards category, in which KCC earned Gold, Silver, and Bronze. Awards were received for the December 2021 issue of the BruIN magazine, KCC logo winter socks, Michigan Reconnect billboard, Fall 2021 Bruin Blast poster, Experience KCC advertisements, and the Bruin Boo coloring book. Mr. Eric Greene recognized Mr. Simon Thalmann, marketing director; Ms. Cab Rininger, manager media design; Ms. MacKenzie Griffith, graphic design process specialist; Ms. June Lewis, print and document services process specialist; Ms. Krissy Stoltz, marketing and communications specialist; and Mr. Michael Loader, print and document services specialist.

**Infrastructure, Planning, and Sustainability Council (IPS) Update:** Mr. Brad Fuller, director of institutional facilities, shared updates for various projects, including the Grahl and Fehsenfeld Centers roofing project completion, the Michigan State University agricultural trailer status, and the Severin Building update that is linked to the Capital Outlay Five Year Plan.

**Accreditation Commission for Education in Nursing (ACEN) Accreditation:** Dr. Paul Watson shared information about the Accreditation Commission for Education in Nursing (ACEN) visit that took place in September. The ACEN visiting team provided preliminary findings stating the Nursing program is compliant

**BOARD OF TRUSTEES**

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Jill M. Booth  
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Jonathan D. Byrd  
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Matthew A. Davis  
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Trustee

Patrick A. O'Donnell  
Trustee

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Dr. Paul R. Watson II  
Interim President

with all standards and noted four areas for development. All areas for development are minor and will be readily addressed. Dr. Paul Watson noted if the four areas are addressed prior to the final ACEN report, KCC's Nursing program could have a clean report. The visiting team recommended continued accreditation for eight years; official notification from ACEN is expected in the spring.

**Council for Accreditation of Two-Year Colleges:** Dr. Paul Watson reported that on September 26, 2022, Mr. Marcus Anderson, mathematics professor, Ms. Wanda Miller, human services professor, and Ms. Tonya Forbes, interim vice president instruction, presented at the Council for Accreditation of Two-Year Colleges (CATYC) conference. KCC's Assessment Journey—The Journey Continues presentation shared successful strategies used to develop, implement, and sustain KCC's plan to establish a culture of assessment.

**KCC Foundation Update:** Ms. Teresa Durham, director, shared 625 scholarships were awarded to 430 students for the 2022-2023 academic year. Ms. Teresa Durham explained that all loaned sculptures are installed and will remain in place for the next two years. There are nine sculptures on the Battle Creek campus and one sculpture at the Grahl Center in Coldwater. On October 21, 2022, there is an art exhibit for individuals to attend and take part in a self-guided tour of the sculptures. Further, the Giving Tuesday campaign, which is a global generosity movement, will be held on November 29, 2022, with a goal of raising \$2,500 and healthy snacks for the Bruin Baskets.

**Scholarships and Grants:** For the month of September, the receipts in external gifts and grants to students totaled \$29,696 for a 2022-2023 academic year total of \$261,921.39.

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

Ms. Eve Hibbard shared information about Registered Student Organizations (RSO). Ms. Eve Hibbard is the lead for the Environmental Club and shared information about the composting project. Further, information was shared about the Cranefest Event on October 9, 2022, the Leader 2 Luminary: Leadership Workshop, the Fat Bear Week competition between staff and students, pinata creation in the Student Center for Hispanic Heritage month, volleyball tailgate event that took place on September 18, 2022, and the Laptops to go Pilot in the Library. Ms. Eve Hibbard stated she will be introducing RSO leaders at future meetings.

#### **CITIZEN/STAFF REQUESTS AND COMMENTS**

There were no citizen or staff comments.

#### **ACTION ITEMS**

**Non-Faculty Employee Insurance Recommendation for 2023:** Dr. Paul Watson shared the recommendation to renew the current healthcare benefit plans and current providers. Priority Health provided a competitive bid, but a survey of non-faculty employees resulted in a two to one decision to not change providers this year. The College will share more information in the next year allowing for employee engagement and addressing any questions and concerns that may arise. The Board of Trustees unanimously approved the non-faculty employee insurance recommendation with a motion from Trustee Booth and supported by Trustee Reynolds.

**Public Act 152 of 2011 Election:** Dr. Paul Watson shared each year the Board of Trustees needs to determine to continue the 80/20 cost share model for healthcare or default to the hard caps set by the State of Michigan. The 80/20 election mirrors the election that was in place prior to the law being passed and is a part of the respective collective bargaining agreements. The Board of Trustees unanimously approved the Public Act 152 of 2011 80/20 election with a motion from Trustee Davis and supported by Trustee Booth.

**Capital Outlay Five-Year Plan:** Dr. Paul Watson stated that the Capital Outlay Five-Year Plan is required to be on file with the State of Michigan to be eligible for Capital Outlay funding. This year, the Severin Building is recognized as the next capital project. In addition, updates were made to the plan based on a recommendation of Trustee Booth. The Board of Trustees unanimously approved the Capital Outlay Five-Year Plan with a motion from Trustee Reynolds and supported by Trustee Byrd.

**Approval for Purchase of Manikin for Nursing:** Dr. Paul Watson shared information about replacing a manikin for the Nursing program due to the current manikin being at the end of its useful life and no longer

supported. Federal Perkins dollars will be used for the purchase of the new manikin. The Board of Trustees unanimously approved the purchase of a new manikin with Federal Perkins dollars with a motion from Trustee Byrd and supported by Trustee Reynolds.

**Barnum Memorial Sculpture Project:** Dr. Paul Watson explained that Mr. Dean Barnum donated over \$1 million to the KCC Foundation in 2020. The trustee of the estate has made the request that approximately \$50,000 of those funds be used to create a memorial sculpture in honor of Mr. Barnum. The KCC Foundation has requested funding from area foundations to offset the cost. Trustee Byrd stated that this is a fitting tribute to the donor and former employee. The Board of Trustees unanimously approved the \$100,000 project funding for the Barnum Memorial Sculpture project with a motion from Trustee Byrd and supported by Trustee Reynolds.

**Support Staff Letter of Agreement:** Dr. Paul Watson shared information that the support staff union has requested to open their contract to bargain for additional wages based on a clause in the current agreement. As other bargaining agreements and administrative staff have received a two percent increase in 2022, the support staff union would like to receive an additional one percent to be in alignment. Further, the letter of agreement addresses the process by which positions are reclassified. The Board of Trustees unanimously approved the support staff letter of agreement with a motion from Trustee Byrd and supported by Trustee Davis.

**Financial Statements:** Trustee Byrd asked if bids are being obtained to ensure the college is getting the best interest rate. Mr. Rick Scott stated bids have been sent to approved vendors. The Board of Trustees unanimously approved the August financial statements with a motion from Trustee Byrd and supported by Trustee McKay.

**Personnel Items:** The Board of Trustees unanimously approved the personnel items with a motion from Trustee Booth and supported by Trustee Byrd. Personnel items are as follows:

#### FTE Change

Maggie Murphy	Center Assistant, Fehsenfeld Center (part-time) (effective September 9, 2022; Support Staff, FTE change from .63 to .73)
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#### Position Transfer

Niaomi Curtis	Navigator, Workforce Solutions (MiLEAP)* (effective October 10, 2022; Administration, Professional 1; 2022-2023 salary \$48,708)
Tricia Griggs	Program Manager, Workforce Solutions* (effective September 19, 2022; Administration, Manager 1; 2022-2023 salary \$67,000)

#### Resignations

Ann Miller	Director, Early Childhood and Teacher Education (9 years) (effective December 31, 2022)
Chloe Preston	COVID Compliance Coordinator (Temporary) (8 months) (effective October 14, 2022)
Sara Reed	Specialist, Career Services (14 years) (effective October 14, 2022)
Trevion Thomas	Admissions Representative

(5 years) (effective October 6, 2022)

**Retirements**

Renee Mielke	Interim Director, Nursing Education (11 years) (effective August 11, 2023 <b>(revised date)</b> )
Terry Smith	Manager, Materials Handling (40 years) (effective March 31, 2023)

**CITIZEN/STAFF COMMENTS**

There were no citizen or staff comments.

**MISCELLANEOUS**

The following KCC activities were provided to the Board of Trustees:

**Upcoming Events:**

Bruin Boo – October 26

Next Board of Trustees Meeting – November 16

Nursing Pinning Ceremony – December 13 @ 5:00PM in the Binda

Paramedic/Fall EMT Night – December 20 @ 6:00PM in the Binda

Police Academy Recognition – December 21 @ 6:00PM in the Binda

**ADJOURNMENT**

At 7:16 p.m., the Board of Trustees unanimously voted to adjourn the October 19, 2022, regular meeting with a motion from Trustee Byrd and supported by Trustee Reynolds.

Steve Claywell, Chairman

Jonathan Byrd, Secretary