

**Kellogg Community College
Minutes of the Regular Meeting of the Board of Trustees
October 18, 2023**

The Kellogg Community College Board of Trustees met in a regular public session on October 18, 2023, at 6:30 p.m. at the Kellogg Community College Fehsenfeld Center, 2950 West M-179 Highway, Hastings, MI 49058. A Zoom conferencing option was available to staff and the public.

Chairman Claywell called the meeting to order at 6:32 p.m.

The Pledge of Allegiance was recited.

Roll call was conducted.

Chairman Steve Claywell – present
Vice Chair Matt Davis – present
Treasurer Carla Reynolds – present
Secretary O'Donnell – present

Trustee Xenia McKay – present
Trustee Lisa Mueller – present
Trustee TR Shaw – present
Student Representative Reese – virtual

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 20, 2023, with a motion from Treasurer Reynolds, supported by Secretary O'Donnell.

PRESIDENT'S REPORT

Dr. Paul Watson thanked Carole Davis, Director of the Fehsenfeld Center, Maggie Murphy, and Tricia Drake, Center Assistants, for their hospitality in hosting the Board of Trustees meeting and their work with students and the community.

Communication Award: Dr. Paul Watson shared that Cab Rininger was the sole recipient of the National Council for Marketing and Public Relations District 3 Communicator of the Year awardee.

Institutional Policy – OP 18.006 Investment Policy Statement: The Investment Policy Statement was created in consultation with Miller Financial Services, TIAA, and the Retirement Plan Oversight Cabinet to document how the College meets its fiduciary responsibilities with oversight of its retirement plans. This policy is being presented as information before moving to action in November.

Non-Faculty Employee Insurance Recommendation: Vicki Rivera, Chief Human Resources Officer, provided an overview and presentation of the non-faculty insurance recommendation.

Infrastructure, Planning, and Sustainability (IPS) Council Update: Greg Colegrove, Chief Information Officer, shared information about current and future projects. Colegrove gave a brief overview of projects that are in process and completed. Colegrove highlighted the pickleball courts and the Roll Building lecture hall roof replacement status.

KCC Foundation Update: Teresa Durham, Executive Director, shared updates about the KCC Foundation's financial position and the final numbers from the Bruin Open. Alro Steel made a significant donation, making the final number for the Bruin Open \$137,000, the highest amount raised for this event. Durham shared the

BOARD OF TRUSTEES

Steven A. Claywell
Chair

Matthew A. Davis
Vice Chair

Carla C. Reynolds
Treasurer

Patrick A. O'Donnell
Secretary

Xenia C. McKay
Trustee

Lisa L. Mueller
Trustee

T.R. Shaw, Jr.
Trustee

Dr. Paul R. Watson II
President

KCC Foundation's portfolio numbers and fundraising efforts supporting projects and events for the College and students. Durham debuted a sweatshirt with the new "Always a Bruin" branding that is now available in the KCC Bookstore.

Scholarships and Grants: For September, the receipts in external gifts and grants to students for the 2023/2024 academic year totaled \$28,981.69.

BOARD REPORTS AND REQUESTS

Secretary O'Donnell attended the Association of Community College Trustees (ACCT) conference in Las Vegas. O'Donnell stated that a lot of information was shared at the conference, including presentations about AI, student engagement, strategies to combat computer hacking, and the skills gap in the workforce. The next ACCT conference will take place in Seattle, WA.

Chairman Claywell thanked Vicki Rivera for her dedication to the College, and Claywell thanked the Fehsenfeld staff for their hospitality, expressing the Board's appreciation.

Student Representative Reese: Tania Reese presented student events, including that October is College Exploration Month, the Transfer Fair that brought many universities to KCC, students versus staff in the Fat Bear Week contest through Student Life, and the upcoming Bruin Boo on October 26.

CITIZEN/STAFF REQUESTS AND COMMENTS

There were no citizen or staff comments.

ACTION ITEMS

Public Act 152 of 2011 Election: Per this Public Act, each year, the Board of Trustees needs to determine if it will elect to continue with the 80/20 cost share model for healthcare or adopt the capped rates approach set by the State of Michigan. Without this election, the law requires the default to be the hard caps. The 80/20 more closely mirrors the cost-sharing arrangement the College had in place before this law was passed and has already been agreed to in each collective bargaining agreement. The Board of Trustees unanimously approved the Public Act 152 of 2011 with a motion from Treasurer Reynolds, supported by Trustee Mueller.

Non-Faculty Employee Insurance Recommendation: The Healthcare Employee Advisory Team (HEAT) reviewed bids for medical and ancillary coverages for 2024 for non-faculty employees and is recommending a renewal with the current plans and current providers, which includes Blue Cross Blue Shield for medical and dental and VSP for vision. The Board of Trustees unanimously approved the non-faculty employee insurance recommendation with a motion from Vice Chair Davis, supported by Trustee McKay.

2025 Capital Outlay Request: The College's Capital Outlay Five-Year Plan is required to be on file with the State to be eligible for Capital Outlay funding, should such an appropriation become available. The Severin Building is the next priority project by the College for consideration. The Board of Trustees unanimously approved the 2025 Capital Outlay Request with a motion from Treasurer Reynolds, supported by Vice Chair Davis.

Donation of Materials, Equipment, and Supplies: Three academic programs requested approval to accept various donations to their programs. The Industrial Trades Welding program receives scrap metal periodically from Adient, Inc., a company with a facility in the industrial park. This request is for approval to accept ongoing periodic donations of materials. Two Art faculty requested the acceptance of supplies from Kimiko Peterson and equipment from Ibid Electric Company. The Board of Trustees unanimously approved the acceptance of the donation of materials, equipment, and supplies with a motion from Trustee Mueller, supported by Trustee McKay.

Grahl Center Project Ceiling Replacement: At the June 2023 Board meeting, the Board of Trustees approved a project to replace the HVAC system at the Grahl Center, which included replacing the ceiling that housed the heat pumps that will be removed. This recommendation is to approve the low bid from Cook-Jackson Company for \$156,200. The Board of Trustees unanimously approved the Grahl Center ceiling replacement bid from Cook-Jackson with a motion from Treasurer Reynolds, supported by Secretary O'Donnell.

President's Contract Amendment: The President's contract is being amended to clarify the existing language and add compensation to align with what has been approved for other employees. The Board of Trustees unanimously approved the amendment to the President's contract with a motion from Secretary O'Donnell, supported by Trustee McKay.

Financial Statements: The Board of Trustees unanimously approved the financial statements with a motion from Treasurer Reynolds and supported by Trustee Mueller.

Personnel Items: The Board of Trustees unanimously approved the personnel items with a motion from Vice Chair Davis and supported by Trustee McKay. Personnel items are as follows:

New Employees

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| Greg Wade | Assistant Academic Advisor (effective October 9, 2023; Administration, Professional 1, 2023-2024 annualized salary \$52,966) |
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Employee Transfers

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| Carmen Bell | Assistant Academic Advisor (effective September 25, 2023; Administration, Professional 1, 2023-2024 annualized salary \$55,550) |
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Appointment

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| Kathryn Coplin | Chair, Social Sciences and Integrative Learning (effective November 1, 2023; Administration, Chair/Director, 2023-2024 annualized salary \$95,678) |
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Resignations

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| Kathryn Dulaney | Process Specialist, Nursing Education (3 years) (effective October 13, 2023) |
| Rik Guenther | Department Assistant, EMS and Nursing (Two weeks) (effective September 25, 2023) |
| Robert Youngs, Jr. | Specialist, Information Research and Technology (IRT) (4 years) (effective October 20, 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

Upcoming Recognition Ceremonies and Commencement

December 12 – IACT – 5:30 PM Binda Theatre

December 13 – Nursing Pinning – 6:00 PM Binda Theatre

December 18 – Police Academy Recognition Ceremony – 6:00 PM Binda Theatre

December 19 – EMS Celebration – 5:30 PM Binda Theatre

May 6 – Physical Therapist Assistant Celebration – 4:30 PM Binda Theatre

May 7 – ECE/EDUC Celebration – 6:00 PM Kellogg Room

May 7 – Radiography Celebration – 7:00 PM Binda Theatre

May 8 – Dental Hygiene Pinning – 4:00 PM Binda Theatre

May 8 – Nursing Pinning – 6:00 PM Kellogg Arena

May 8 – EMS Celebration – 6:00 PM Binda Theatre

May 8 – EMS Celebration – 8:00 PM Binda Theatre

May 9 – Commencement – 7:00 PM Kellogg Arena

May 28 – Police Academy Recognition Ceremony – 6:00 PM Binda Theatre

Upcoming Board of Trustees Meeting

Next Board of Trustees Meeting – October 18, 2023, in Hastings

Dr. Watson thanked the Fehsenfeld staff and acknowledged the installation of the pollinator garden and the new roof.

Secretary O'Donnell shared that the soccer team has qualified for the playoffs, and cross country is doing well.

ADJOURNMENT

At 7:18 p.m., the Board of Trustees adjourned the October 18, 2023, with a motion from Secretary O'Donnell, supported by Trustee Mueller.

Steve Claywell, Chairman

Patrick O'Donnell, Secretary