

KELLOGG COMMUNITY COLLEGE
Minutes of the Regular Meeting of the Board of Trustees
January 21, 2026

The Kellogg Community College Board of Trustees met in a regular public session on Wednesday, January 21, 2026, at 6:30 p.m. in the Board Room of the Kellogg Community College Roll Administration Building, 450 North Ave., 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.

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 Aldrich – present
Student Representative Keith – present

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 November 19, 2025, with a motion from Treasurer Reynolds, supported by Vice Chair Davis.

PRESIDENT'S REPORT

Athletic Highlight: Tonight, we honored the KCC Bruins baseball team. Mr. Drew Fleming, the athletic director, introduced the coaches and student-athletes.

Chairman Claywell wished the baseball team a successful season and praised the team for its maturity and conduct when representing the college in the community.

Spring 2026 Enrollment Update: Spring 2026 registration opened Monday, October 27, 2025, with the semester beginning Tuesday, January 20, 2026. The January 21, 2026, indicates that we are in the positive with headcount at +1.73%, credit hours at +4.81%, and contact hours at +4.46%.

Food Wars Update: KCC collected over 10,000 items, allowing us to stock the pantry from the end of November through January. We also received enough donations to stock the Bruin Baskets through January. With a noticeable rise in pantry usage, the timing was perfect, and the large volume of items collected reflected the extraordinary generosity of our divisions. Beyond the impressive volume of donations, we were especially grateful for the wide variety of both food and non-food items received. These items are not typically accessible due to limited funding and food bank selection. Protein is expensive for students to purchase, and it was donated in abundance. We also encouraged non-food donations, and items such as laundry detergent, diapers, hygiene products, toothbrushes, and winter gloves were especially appreciated. These essentials are critical for our students but are not normally stocked in the Bear Necessities Food Pantry. A special thank you to the Tech Club for building a food can spaceship and for helping tally items each week. Congratulations to the Instruction Division for winning the Food Wars.

Kellogg Community College is the 2025 Community Partner of the Year: Michigan Works! Southwest shared that Kellogg Community College has been selected as our 2025 Community Partner of the Year! This award celebrates the substantial and ongoing collaboration between KCC and Michigan Works! Southwest KCC's team's dedication has created meaningful pathways for individuals to succeed and for employers to thrive. The commitment to innovation and partnership continues to set an outstanding example of how community collaboration strengthens the regional economy and transforms lives. Dr. Watson gave kudos to the Workforce Development staff.

2025 Best-in-Class Employer: Kellogg Community College (KCC) was recognized as a Best-in-Class Employer based on results from Gallagher's 2025 US Benefits Strategy & Benchmarking Survey, demonstrating effective strategies and measurable outcomes, such as cost reductions and enhanced employee well-being. This prestigious honor underscores Kellogg Community College's outstanding dedication to fostering a workplace where employees thrive through innovative strategies that prioritize health, financial confidence, and career growth—all while maintaining a sustainable cost structure. Gallagher's Best-in-Class Employer designation serves as a testament to Kellogg Community College's people-first approach. It communicates to both current and prospective employees that the organization is deeply invested in their well-being and professional success. Dr. Watson shared kudos with everyone who helped with this honor.

Perkins V Postsecondary Monitoring Report: On Wednesday, October 15, 2025, the Michigan Department of Labor and Economic Opportunity, Workforce Development (LEO-WD) staff, conducted the Strengthening Career and Technical Education for the 21st Century Act (Perkins V) Postsecondary Compliance Review. LEO-WD stated that no findings were identified during the review and that they will use KCC as a model moving forward. Thank you to Dr. Tonya Forbes, Terah Zaremba, Bobby Beauchamp, and their staff for an exceptional job.

Transfer Program Success: Strong transfer outcomes matter because they reflect preparation, partnership, and potential. For currently enrolled Kellogg Community College (KCC) transfers, the average cumulative Ferris State University (FSU) GPA is 3.20,

outperforming all Michigan community college transfers (2.95) and all FSU transfer students overall (2.98). Across multiple cohorts, KCC transfer students graduate from Western Michigan University (WMU) at rates that meet or exceed the overall transfer population. For example, 3-year graduation rates for KCC transfers consistently outperform or match all WMU transfers (e.g., 42.3% vs. 37.3% for Fall 2020; 42.6% vs. 41.4% for Fall 2021). 4-year graduation rates are similarly strong, with KCC students matching or surpassing WMU transfer peers across cohorts. Thanks to all the faculty and staff who have helped our students achieve their goals and are the most successful transfer students in the region.

Infrastructure, Planning, and Sustainability Council (IPS) Update: Brad Fuller, Director of Institutional Facilities, and Greg Colegrove, Chief Information Officer, the IPS co-chairs, updated the Board of Trustees on IPS project activities, including the Binda rigging, the new Help Desk, and the Severin Building remodel, which are moving forward and should be completed in the near future.

KCC Foundation Report: Michelle Williamson, Executive Director of the KCC Foundation, provided an update on the Foundation's activities, including the new credential scholarship, which has raised \$80,000; \$280,000 in donations in December; and the Foundation's rollout of new software to improve the student experience.

Scholarships and Grants: For the months of November and December of the 2025/2026 academic year, the receipts in external gifts and grants to students totaled \$8,433.67.

BOARD REPORTS AND REQUESTS

Secretary O'Donnell shared that community colleges are leading the way for students and that individuals are recognizing the need for them.

Student Representative Keith shared an update about students and the happy news of her engagement.

Chairman Claywell presented Toni with a bouquet of flowers and congratulated her on behalf of the Board of Trustees.

CITIZEN/STAFF REQUESTS AND COMMENTS

There were no citizen/staff comments.

ACTION ITEMS

Faculty Senate Constitution and Bylaws Revisions: The Kellogg Community College Faculty Senate, on November 14, 2025, passed revisions to its constitution and bylaws pertaining to eligibility and service commitment. The Board of Trustees unanimously approved the Faculty Senate constitution and bylaws revisions with a motion from Treasurer Reynolds, supported by Trustee McKay.

Extension of IT Consultation Assistance: Information, Research, and Technology (IRT) is asking for approval to extend the existing temporary IT consulting assistance with K-Force for Satya Lekkala for a six-month period, from March 19 through September 18, 2026. This six-month extension will provide continuity of specialized technical expertise critical to supporting the Colleague Cloud migration and sustaining project momentum during key implementation and stabilization phases.

Chairman Claywell inquired if there would be another extension. Dr. Watson explained that the project is in the final stages, and the IT Consultant will help establish a framework and a transition plan. The Board of Trustees unanimously approved the extension for the IT Consultant with a motion from Secretary O'Donnell, supported by Trustee McKay.

January 2026 Donated Items: This month, the college had two donation requests. The first request was from Penny Rose, Graphic Design faculty, on behalf of the Art on Campus committee. This is for the donation of several paintings from artist Holly Roberts. The second request was from Kathryn Dunham, the Faculty Coordinator for Library Services, for the donation of three wood-and-glass display cases. The Board of Trustees unanimously approved the donations, with great gratitude, with a motion from Vice Chair Davis, supported by Treasurer Reynolds.

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

Personnel Items: The Board of Trustees unanimously approved the personnel items with a motion from Secretary O'Donnell, supported by Trustee Aldrich.

New Employees

Marlene Cerro	Department Assistant, Industrial Trades Education (RMTC) (part-time) (effective December 1, 2025; Support Staff, Pay Grade 12, Step 3; 2025-2026 hourly rate \$21.77)
Albert Crissinger	Instructional Assistant – Machining & Welding (effective January 12, 2026; Support Staff, Pay Grade 13, Step 4; 2025-2026 hourly rate \$25.68)
Dawna Feldpausch	Faculty, Biology (temporary) (effective January 9, 2026; Faculty, MA lane, step 10; 2025-2026 annualized salary \$90,120)
Jacob Harman	Financial Aid Officer (effective February 9, 2026; Administration, Manager 2; 2025-2026 annualized salary \$64,859)
Timothy Johnson	Instructional Assistant – Electrical & Electronics (effective December 15, 2025; Support Staff, Pay Grade 13, Step 5; 2025-2026 hourly rate \$26.82)
David Smith, DDS	Interim Director, Dental Hygiene Education and Clinic

(effective January 14, 2026; Administration, Director 2;
2025-2026 annualized salary \$103,620)

Kimberly Sterzick

Department Assistant, TRIO Upward Bound*
(effective January 12, 2026; Support Staff, Pay Grade 12,
Step 4; 2025-2026 hourly rate \$22.91)

Employee Transfers

Tricia Griggs

Program Manager, Workforce Solutions (STEP-UP)*
(effective January 26, 2026; Administration, Manager 1;
2025-2026 annualized salary \$79,098)

Contract Extension

Holly Schaeffer

Faculty, Biology (temporary)
(effective January 9, 2026; Faculty, MA+60 lane, step
10, 2025-2026 salary \$96,522)

Resignations

Amanda Rivera

Specialist, Financial Aid
(9 months) (effective December 5, 2025)

Hailee Rose

Director, Dental Hygiene and Clinic
(6 months) (effective January 15, 2026)

Retirements

Karel Asbury

Director, Academic Inquiry and Analysis
(27 years) (effective July 31, 2026)

Catherine James

Manager, Bookstore
(25 years) (effective July 31, 2026)

Doug Mann

Faculty, Computer Aided Drafting
(29 years) (effective August 13, 2026)

Kathy Mann

Faculty, Math and Science
(25 years) (effective August 17, 2026)

CITIZEN/STAFF REQUESTS AND COMMENTS

Trina Hegedus-Wimsatt, a mathematics faculty member, acknowledged the college's support for all faculty and staff.

MISCELLANEOUS

Upcoming Events

Soul Food Luncheon – February 25 at 11:00 AM – Binda Lobby

Assessment Day – March 6 – Binda Theatre

Bid A Brighter Future – March 6 – Binda Lobby

Spring Break – March 30-April 3 (college closed April 3)

Spring Recognition Ceremonies

Education and Human Services Recognition – May 11 at 5:30 PM – Kellogg Room

Physical Therapist Pinning Ceremony – May 11 at 6:30 PM – Binda Theatre
Dental Hygiene Pinning Ceremony – May 12 at 5:30 PM – Binda Theatre
Emergency Medical Services Pinning Ceremony – May 12 at 6:30 PM – Miller Gym
Radiography Pinning Ceremony – May 13 at 5:30 PM – Binda Theatre
Nursing Pinning Ceremony – May 13 at 6:30 PM – Kellogg Arena
KCC 2026 Commencement Ceremony – May 14 at 7:00 PM – Kellogg Arena
Prison Education Program Graduation – June 10 at 9:00 AM – Lakeland CF

Upcoming Board of Trustees Meeting

Next Board of Trustees Meeting – February 18, 2026

ADJOURNMENT

At 7:15 p.m., the Board of Trustees adjourned the January 21, 2026, meeting with a motion from Treasurer Reynolds, supported by Trustee Aldrich.

Steve Claywell, Chairman

Patrick O'Donnell, Secretary