

**KELLOGG COMMUNITY COLLEGE**  
**Minutes of the Regular Meeting of the Board of Trustees**  
**March 18, 2026**

The Kellogg Community College Board of Trustees met in a regular public session on Wednesday, March 18, 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 conference option was available to staff and the public.

Chairman Claywell called the meeting to order at 6:30 p.m.

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

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 of the regular meeting held on February 18, 2026, with a motion from Vice Chair Davis, supported by Treasurer Reynolds.

**PRESIDENT'S REPORT**

**Student Orientation:** Kristin McDermott, Director of Student Life, shared information about the student orientation. McDermott shared that orientation at KCC is a semester-long process that has been shown to benefit students. Students Liz Henzley, Andrea Reppert, and Yasin Istanbuli shared their experiences at KCC and expressed their excitement about being at our institution.

Chairman Claywell thanked the students for coming and welcomed them to the Bruin family.

**Tenure Recommendation:** Dr. Tonya Forbes, Vice President of Instruction, without reservation, was honored to share the tenure recommendations for G. Eric Winston,

business administration faculty; Dr. Micki Pitcher, accounting faculty; Matthew Cronkhite, industrial technology faculty; Preston Graham, welding faculty; Dr. Barry Williams, biology faculty; and Aleatha Lycos, emergency medical services faculty; effective August 2026.

Secretary O'Donnell requested to move ACTION ITEM B. The request was granted. The Board of Trustees unanimously approved, with great gratitude, the tenure recommendations with a motion from Secretary O'Donnell, supported by Vice Chair Davis.

Preston Graham spoke to the Board of Trustees about his journey from high school to faculty member. Dr. Micki Pitcher and Dr. Barry Williams thank the Board of Trustees for their approval of tenure and their positive interactions with staff.

**Phi Theta Kappa's REACH Rewards Program:** The Phi Theta Kappa (PTK) chapter at Kellogg Community College has been named a 2025 REACH Chapter. The dedication of both the college and the PTK chapter advisors to enhancing the college experience and students' lives is truly appreciated and more important than ever.

**2026 Coca-Cola Academic Team Scholar:** Kellogg Community College is proud to recognize Ashley Larson, who has been selected as a 2026 Coca-Cola Academic Team Scholar from a highly competitive national pool. Larson will receive a \$1,300 scholarship in recognition of outstanding academic achievement, leadership, and service. The Coca-Cola Academic Team represents some of the highest-achieving community college students in the nation. Ashley's selection reflects not only individual excellence but also our institution's deep commitment to student success and opportunity. Please join us in congratulating Ashley Larson.

**Arbor Day Foundation Tree Campus:** Being recognized as a Tree Campus is a significant achievement. It demonstrates our institution's commitment to environmental stewardship, sustainability, and community engagement. By meeting the rigorous standards set by the Arbor Day Foundation, we contributed to a greener, healthier campus environment. Congratulations, KCC, on this well-deserved recognition!

**Dental Hygiene Program Accreditation:** At its February 5, 2026, meeting, the Commission on Dental Accreditation (CODA) granted the dental hygiene program the accreditation status of "approval without reporting requirements." Congratulations to the Dental Hygiene program.

**Kellogg Community College (KCC), Michigan Economic Development Corporation (MEDC), Kellogg Advanced Manufacturing Industry 4.0 (KAMI) Grant Third-Party Vendor Training Agreement:** Workforce Solutions has been requested to provide training for Blue Oval Battery Park, Michigan (BOBM), through a third-party training vendor (BizLink) utilizing MEDC funds from the KAMI 4.0 grant. This is grant-approved training and will upskill incumbent workers. Blue Oval Battery Park, Michigan (BOBPM) requested this contracted training as it addresses a technically specific subject matter that falls outside of the current KCC curriculum. Given the timing of the training and the grant

performance period ending on June 30, 2026, approving this prior to the Board of Trustees meeting was the most expedient way to meet the training need and utilize grant funding designated for BOBM training. The requested training costs will exceed \$50,000 but will not exceed \$450,000.

Chairman Claywell shared that he appreciated the grant dollars and wanted to ensure this transaction was transparent, as this item has been processed. The Board of Trustees has been involved in the process since the beginning.

**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 system, the cooling towers, the courtyard doors, and the wet lab floor in Lane Thomas.

**KCC Foundation Report:** Michelle Williamson, Executive Director of the KCC Foundation, provided an update on the Foundation's activities, including Bid A Brighter Future and new scholarship funds.

**Scholarships and Grants:** For February of the 2025/2026 academic year, receipts from external gifts and grants to students totaled \$10,000.

## **BOARD REPORTS AND REQUESTS**

Student Representative Keith shared information about the Soul Food Luncheon and noted that tomorrow is Pies For A Purpose, where students can throw pies in staff/faculty members' faces.

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

There were no citizen/staff requests or comments.

## **ACTION ITEMS**

**Compliance with the Community College Act, Sec. 389.141:** Like previous years, Michigan law requires the Board of Trustees to estimate the amount of property taxes necessary for the 2027 fiscal year. We have prepared the resolution on the assumption that it will be necessary for the Board of Trustees to levy the fully voted millage next year. The resolution included in the Board of Trustees packet is only a required statutory obligation. It is not an authorization of the budget or millage levy, which will come before the Board of Trustees in June.

**Tenure Recommendation:** Approved above.

**MILEAP Food Grant:** Kellogg Community College applied for grant funding to implement a coordinated, sustainable set of hunger-free campus initiatives designed to reduce food insecurity and address unmet basic needs among students. If awarded, grant

activities would begin on April 1st. Given the potential April 1st commencement date, we are requesting Board of Trustees authorization to use Uproot Market & Eatery as a grant partner for up to \$73,000 in expenses, contingent on the grant application being approved and funding being received. The Board of Trustees unanimously approved the expenses with a motion from Vice Chair Davis, supported by Trustee McKay.

**Tuition and Fee Recommendation:** With expected flat state funding and nominal increases in property taxes, we recommend that the Board increase tuition and fee rates by approximately 3% to keep the College on solid financial ground. The Board of Trustees unanimously approved the tuition and fee increase with a motion from Treasurer Reynolds, supported by Trustee Mueller.

Chairman Claywell shared that increasing tuition is not entered into lightly. The Board of Trustees and the finance department review comparable institutions to ensure that KCC remains affordable for our students.

Vice Chair Davis explained that he has been on the Board of Trustees since 2007, has experienced a few tuition increases, and that it is never an easy decision. Davis thanked the Finance team.

**Prison Education Program (PEP) 2026-2027 Tuition:** The proposed Tuition Model is in the best interest of the students enrolled in our Prison Education Program at Lakeland Correctional Facility. This model accounts for the anticipated overall 3% increase in KCC tuition rates while strategically reducing the Course/Materials Fee from \$65.00 to \$60.00 and eliminating the \$18.00 technology fee. These adjustments are designed to ensure that students remain within their Pell Grant allotment. The Board of Trustees unanimously approved the tuition increase for PEP with a motion from Trustee Mueller, supported by Secretary O'Donnell.

Chairman Claywell thanked Bobby Beauchamp, Joey Wright, and staff for bringing the PEP proposal forward.

**Kellogg Community College (KCC), Michigan Economic Development Corporation (MEDC), Kellogg Advanced Manufacturing Industry 4.0 (KAMI) Grant, and the Regional Manufacturing Technology Center (RMTC) Equipment Purchase:** These improvements include replacing outdated equipment in the Industrial Machining, Industrial Electrical, Industrial Mechanic, and HVAC programs. Updating this equipment is critical to supporting student success and ensuring that our instructional programs remain aligned with current industry standards and workforce expectations. The purchase of the equipment, not to exceed \$729,638.44, will be made with MEDC grant funds. The Board of Trustees approved the use of grant dollars with a motion from Treasurer Reynolds, supported by Trustee McKay.

**Kellogg Community College (KCC), Michigan Economic Development Corporation (MEDC), Kellogg Advanced Manufacturing Industry 4.0 (KAMI) Grant, Lean Leadership LLC Invoice Request:** Workforce Solutions has contracted with Lean Leadership LLC to provide the training and content for Blue Oval Battery Park, Michigan's

(BOBPM) New Employee Induction (NEI), as approved under the MEDC KAMI grant. NEI is a two-week training program that all BOBM's new employees are required to complete upon hire. With the posting of hourly positions and in preparation for an increase in hires, Lean Leadership brought in additional facilitators to support groups of up to 90 at a time during the two-week session. This increase in facilitators resulted in the total invoiced amount exceeding \$50,000, a threshold that requires Board of Trustees approval. In anticipation of future training sessions exceeding that threshold, we request authorization from the Board to expend up to \$100,000 to this vendor through June 30, 2026, and approval of the invoice for the prior training sessions. The Board of Trustees unanimously approved the use of grant dollars with a motion from Vice Chair Davis, supported by Treasurer Reynolds.

Chairman Claywell thanked staff for being proactive and responsive to the community's needs.

**Colleague Migration Implementation Support:** As the College enters the final phases of the Colleague Cloud migration project, we request approval for up to \$150,000 in consulting services to supplement internal staff resources and support final implementation activities. This includes a consulting engagement with Ferrilli and authorization to utilize additional vendor assistance as needed to support implementation, testing, reporting transitions, training, and operational readiness as we prepare for a targeted go-live later this summer. Any unused consulting hours within the Ferrilli agreement may be used within one year to support post-go-live assistance. The Board of Trustees unanimously approved the Colleague support with a motion from Treasurer Reynolds, supported by Secretary O'Donnell.

**Perkins-Funded Nursing Simulator Purchase:** This Perkins-funded equipment will replace a 12-year-old, non-working high-fidelity simulator. It will allow us to continue providing high-quality clinical simulations that meet the standards set by our governing state board of nursing and accrediting body. It also enables the nursing department to maintain adequate simulation experiences to bridge the gap in physical clinical placement options in our community. The Board of Trustees unanimously approved the purchase of a simulator with a motion from Trustee Mueller, supported by Trustee McKay.

**Electrical Production Operator Certificate (1101):** This program provides learners with the opportunity to develop electrical troubleshooting skills while earning two Certificates and an Associate degree in Industrial Electricity/Electronics, which can serve as a stackable credential, allowing students to earn multiple credentials from KCC. This program is designed to provide students with the practical knowledge and skills needed for entry-level troubleshooting in the electrical field and to prepare them to pursue employment in the EV industry. The Board of Trustees unanimously approved the creation of the new certificate with a motion from Treasurer Reynolds, supported by Trustee Aldrich.

**March 2026 Donated Items:** This month, the college received one donation request from Dr. Gerald Case-Blanchard, an Arts and Communication faculty member. This request is for several large percussion and keyboard instruments from Derek Sly, the Interim Principal at Endeavor Charter Academy. These donated instruments significantly enhance

student access to hands-on music instruction, particularly for those who do not own personal instruments. They strengthen classroom learning, ensemble performance, and skill development aligned with collegiate and transfer standards. The Board of Trustees unanimously approved the donation, with great gratitude, with a motion from Treasurer Reynolds, supported by Trustee McKay

**Financial Statements:** The Board of Trustees unanimously approved the monthly financial statements with a motion from Treasurer Reynolds, supported by Vice Chair Davis.

**Personnel Items:** The Board of Trustees unanimously approved the personnel items with a motion from Trustee Mueller, supported by Trustee Aldrich.

#### **New Employees**

Ron Ivey	Interim Dean, Arts & Sciences (part-time) (effective March 2, 2026; Administration, Dean 2; 2025-2026 pro-rated annualized salary \$71,000)
Jasmine Warren	Academic Advisor (effective March 9, 2026; Administration, Manager 2; 2025-2026 annualized salary \$58,000)

#### **Employee Transfers**

Jennifer Kotowski	Director, Academic Advising (effective March 9, 2026; Administration, Director 1; 2025-2026 annualized salary \$94,290)
Brenda Savage	Career Coach, Workforce Solutions (STEP-UP)* (effective February 22, 2026; Administration, Professional 1; 2025-2026 annualized salary \$59,734)

#### **Retirements**

Dean Alcorn	Librarian, Public Services and Outreach (5 years) (effective August 31, 2026)
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#### **Separations**

Abbie Brennan	Assistant Director, Lifelong Learning (16 years) (effective March 20, 2026)
Fernando Gonzalez	Career Coach, Workforce Solutions – KAMI 4.0* (11 months) (effective March 13, 2026)
Timothy Johnson	Instructional Assistant, Industrial Trades (3 months) (effective March 9, 2026)

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

Dr. Gerald Case-Blanchard, faculty member, thanked the Board of Trustees for accepting the donation from Endeavor Academy. These instruments will help several students.

## MISCELLANEOUS

### **Upcoming Events**

Spring Break – March 30-April 3

Cereal Parade – June 12 at 6:30 PM – Battle Creek

Festival of the Forks – September 18 and 19 – Albion

### **Spring Recognition Ceremonies**

KCC Baseball – May 5 at 3:00 PM – Miller Gym

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

Police Academy Recognition – June 3 at 6:00 PM – Binda Theatre

Prison Education Program Graduation – June 10 at 9:00 AM – Lakeland CF

### **Upcoming Board of Trustees Meeting**

Next Board of Trustees Meeting – April 15, 2026, **Fehsenfeld Center**

## ADJOURNMENT

At 7:40 p.m., the Board of Trustees adjourned the March 18, 2026, meeting with a motion from Treasurer Reynolds, supported by Secretary O'Donnell.

Steve Claywell, Chairman

Patrick O'Donnell, Secretary