

**MINUTES OF REGULAR MEETING
BOARD OF TRUSTEES**

A Regular meeting of the Board of Trustees of the Kalamazoo Valley Community College District, 6767 West O Avenue, Kalamazoo, Michigan, was held on Tuesday, March 8, 2016 at the KVCC Texas Township Campus, 6767 West O Avenue, Kalamazoo, Michigan, in Conference Room 4380.

Chairperson Gustas convened the meeting at 5:30 p.m. and led everyone in reciting the Pledge of Allegiance.

ROLL CALL

Present: Trustees Gustas, Miller, Patton, Schauer (by speakerphone beginning at 6:30 p.m., and ending at 6:37 p.m.), Stinson, and Young
Marilyn J. Schlack, President
Kathy Johnson, Recording Secretary and Executive Director
for Government Relations and Special Projects

Excused: Trustee Whitten

OTHER ATTENDEES

Michael Collins, Executive Vice President for Enrollment and Campus Operations
Dennis Bertch, Executive Vice President for Instructional and Student Services
Louise Anderson, Vice President for Finance and Business
Steve Cannell, Director Planning, Research, Assessment
Rick Ives, Director of Public Safety

MEMBERS' TIME

The Board discussed items of general interest and reviewed a list of calendar items.

Chairperson Gustas recessed the meeting at 6:20 p.m. and stated that the board would reconvene in Board Room 3365 at 6:30 p.m. The meeting was reconvened at 6:30 p.m.

APPROVAL OF AGENDA

It was **MOVED** by Trustee Young, **SECONDED** by Trustee Miller, and **CARRIED** that the agenda items be approved as presented.

In Trustee Whitten's absence, Chairperson Gustas appointed Trustee Miller as Acting Secretary.

Since Treasurer Schauer was joining via speaker phone, Chairperson Gustas appointed Trustee Patton as Acting Treasurer.

Chairperson Gustas noted that Action Items would be moved up in the Agenda order, and presented directly after the Consent Agenda.

CONSENT AGENDA

It was **MOVED** by Trustee Miller, **SECONDED** by Trustee Patton, and **CARRIED** that the Consent Agenda Items for the month of March 2016 which includes the Secretary's Report, the Treasurer's Report, and the Personnel Report be approved as presented and that copies of the reports be attached to and made an official part of the minutes of the meeting.

ACTION ITEMS

Second (final) Reading of Board Policy Update

It was **MOVED** by Trustee Miller, and **SECONDED** by Trustee Stinson, that, upon recommendation of the President, BP 300 – *General Executive Constraint* be changed to read:

The President shall not cause or allow any practice, activity, decision or organizational circumstance which is illegal, imprudent or in violation of commonly accepted business and professional ethics. Accordingly the President may not

7. Permit the unauthorized manufacture, purchase, sale, or use of alcohol for personal consumption.

The updated Board Policy 300 was **ADOPTED** by the following Roll Call Vote:

Ayes 6

Nays 0

Absent 1

Recommendation for Capital Expenditure for Fiscal Year 2016

It was **MOVED** by Trustee Young, **SECONDED** by Trustee Schauer, and **CARRIED** that, upon recommendation of the President, additional capital equipment in an amount not to exceed \$209,155 be authorized for FY 2016, and that a copy of the list of capital equipment as authorized be attached to and made a part of the official minutes of the meeting. (See attachment A Equipment List).

Following the presentation of Action Items, Trustee Schauer (who had joined via speaker phone) departed the meeting.

PUBLIC PARTICIPATION

There was no one present who wished to address the Board.

INFORMATION ITEMS

Louise Anderson presented a Financial Update. As part of the presentation, Louise and Dennis Bertch also presented an update on the work of the College's Budget Task Force.

Dennis Bertch and Steve Cannell presented Developmental Program, Integrated Learning, and Program and Service review updates.

President's Report

President Schlack presented the Gifts and Grants report for January-February 2016. President Schlack shared marketing material for upcoming classes on the connection between food and nutrition. One class is focused on training healthcare professionals, and one is focused on training individuals in the community.

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President Schlack noted that due to a change in personal circumstances, Sue Cutler will not be using the Winter 2017 Sabbatical leave that was previously granted.

OTHER ITEMS

No other items were discussed.

FUTURE AGENDA ITEMS AND EVALUATION OF MEETING AND MATERIALS


No additional items were discussed.

ADJOURNMENT

It was **MOVED** by Trustee Miller, **SECONDED** by Trustee Stinson, and **CARRIED** to adjourn the meeting. Chairperson Gustas declared the meeting adjourned at 7:13 p.m.



Mary Gustas, Chairperson



Jeff Patton, Acting Secretary
(April 19, 2016 Board Meeting)



Kathy Johnson, Rec. Sec.

Handwritten scribbles or marks, possibly illegible text or a signature.

Exhibit A - 2016 New Capital	
Description	Amount
30 SPHYGMOMANOMETERS (14 ADULT, 14 CHILD, 3 ADULT LG) AND 14 STETHOSCOPES	\$ 1,453
PROJECTORS (1) AND SCREENS (1)	\$ 1,900
LEICA CAMERAS FOR MICROSCOPES	\$ 3,322
ROTARY EVAPORATOR W/VACUUM CONTROLS	\$ 9,200
THERMO PICOSPIN45 NMR INSTRUMENT	\$ 34,500
CAPTAIN'S CHAIR	\$ 1,080
UNIFORMS	\$ 4,000
UNIFORMS	\$ 4,000
UNIFORMS	\$ 2,000
STAIR EVACUATION CHAIR	\$ 1,500
STAIR EVACUATION CHAIR	\$ 1,500
FLOOR BURNISHING MACHINE	\$ 14,000
HALL SWEEPER	\$ 6,600
ROLL WHITEBOARD MATERIAL	\$ 1,800
LED LAMPS	\$ 8,300
	\$ 10,000
	\$ 10,000
	\$ 3,000
LAREDAL SERVER	\$ 15,000
LAREDAL SERVER	\$ 15,000
CAH SKILL LAB PROJECTION SYSTEM	\$ 3,200
CAH SKILL LAB PROJECTION SYSTEM	\$ 3,200
CAH SKILL LAB PROJECTION SYSTEM	\$ 3,200
MEDIA CARTS	\$ 43,600
DESKTOP COMPUTER (1); PRINTER (1)	\$ 2,300
DESKTOP COMPUTER (1); MONITOR	\$ 1,600
LCD PROJECTOR	\$ 700
LAPTOP COMPUTER	\$ 1,800
LCR METER W/CALIBRATION AND CASE	\$ 1,400
TOTAL	\$ 209,155