

Minutes of the Regular Meeting- Board of Trustees  
April 19, 2016

**MINUTES OF REGULAR MEETING  
BOARD OF  
TRUSTEES  
KALAMAZOO VALLEY COMMUNITY COLLEGE**

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, April 19, 2016, at the KVCC Texas Township Campus, 6767 West O Avenue, Kalamazoo, Michigan, in the Paul D. Jackson Board Room 3365.

Chairperson Gustas convened the meeting at 8:00 a.m. and led all in reciting the Pledge of Allegiance.

**ROLL CALL**

**Present:** Trustees Gustas, Patton, Schauer, Stinson, and Young  
Marilyn J. Schlack, President  
Kathy Johnson, Recording Secretary and Executive Director Government Relations and Special Projects

**Excused:** Trustee Miller, Trustee Whitten

**OTHER  
ATTENDEES**

Mike Collins, Executive Vice President for Enrollment and Campus Operations  
Craig Jbara, Vice President for Strategic Business and Community Development  
Tom Sutton, Director of Wind Energy and Technology Services  
Ian Salo, Instructional Manager Mechatronics  
Rick Ives, Director of Public Safety

**APPROVAL OF AGENDA**

In Trustee Whitten's absence, Chairperson Gustas appointed Trustee Patton as acting secretary.

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

**CONSENT AGENDA**

It was **MOVED** by Trustee Patton, **SECONDED** by Trustee Schauer, and **CARRIED** that the Consent Agenda Items for the month of April 2016, including the Secretary's Report, the Treasurer's Report, the Personnel Report, and the Commencement 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.

## PUBLIC PARTICIPATION

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

## INFORMATION REPORTS

### President's Report

President Schlack asked Craig Jbara, Tom Sutton, Ian Salo, and Kathy Johnson to present updates.

Tom Sutton and Ian Salo updated the Board on the strategic business and community development technical services strategy plan. The objectives of the technical service programs are to deliver demand-driven, relevant industry training, and to increase KVCC national and international branding. The programs aim for high graduate placement rates, and self-sustainability. Academies, corporate training, and other ongoing industry collaborations are part of the technical service offerings.

Marilyn updated the Board on upcoming events including the Bronson Healthy Living Campus community open house this Sunday April 24, 2016, from 2:00 – 5:00 p.m.

Kathy Johnson updated the Board on liability insurance coverage provided through the Michigan Community College Risk Management Association.

Kathy Johnson updated the Board on the new Cabinet Member Operating Policy (CMOP) and procedures related to the Educational Use of Alcohol. The new CMOP and procedures tie to the updated Board policy approved in March 2016.

## ACTION ITEMS

### Resolution to Provide for Public Hearings on 2016-2017 Budget and Taxes

It was **MOVED** by Trustee Schauer, and **SECONDED** by Trustee Young that a resolution to provide for a Public Hearing on the 2016-2017 Budget be adopted:

### RESOLUTION

WHEREAS, Public Act 43 of the 1963 Public Acts, as amended, requires the College to hold a public hearing on its proposed 2016-2017 budget prior to its final adoption;

WHEREAS, Section 16 of Public Act 2 of 1968, as amended, requires the taxing unit to set forth the total number of mills of ad valorem property taxes to be levied and the purposes for which that millage is levied;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board of Trustees has examined the financial circumstances of the college district for the 2016-2017 fiscal year, including estimated expenditures, estimated revenues, and the state equalized valuation of property located within the district, and determined that the levy of the total authorized millage rate will be necessary for the sound management and operation of the community college district; and
2. A public hearing of the proposed 2016-2017 budget be held on May 10, 2016, at 6:30 p.m., in Room 3365, at Kalamazoo Valley Community College, Texas Township Campus, 6767 West O Avenue, Kalamazoo, Michigan; and
3. The secretary be authorized and directed to cause a notice of such hearing to be published in the manner and time required by law in a newspaper of general circulation within the district. The notice shall be substantially in the following form:

**NOTICE OF PUBLIC HEARING ON PROPOSED 2016-2017 BUDGET**

PLEASE TAKE NOTICE that on May 10, 2016, at 6:30 p.m., in Room 3365 at Kalamazoo Valley Community College, Texas Township Campus, 6767 West O Avenue, Kalamazoo, Michigan, the Board of Trustees will hold a public hearing on the College’s proposed 2016-2017 budget.

The Board may not adopt its proposed 2016-2017 budget until after the public hearing. A copy of the proposed 2016-2017 budget, including the proposed property tax millage rate, is available for public inspection during normal business hours at the Office of the President of Kalamazoo Valley Community College, 6767 West O Avenue, Kalamazoo, Michigan.

**The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.**

This notice is given by order of the Board of Trustees.

Dated: April 19, 2016

Anna Whitten, Secretary  
Kalamazoo Valley Community College  
Board of Trustees

The resolution was declared adopted by the following roll call vote:

AYES: 5                      NAYS: 0                      ABSTENTIONS (EXCUSED) 2

**Recommendation for Tuition and Fees**

It was **MOVED** by Trustee Schauer, **SECONDED** by Trustee Young, and **CARRIED** that upon recommendation of the Treasurer, effective with the Fall 2016 semester, tuition at Kalamazoo Valley Community College shall be as follows:

In-District	\$100.00	per contact hour
Out-of-District	\$172.00	per contact hour
Out-of-State	\$231.00	per contact hour
International	\$261.00	per contact hour

And the following non-refundable general fees and non-refundable usage fees shall be charged:

- General fees (applicable to all students registering for courses):
  - \$31.50 per semester enrollment fee
  - \$78.50 per semester general fee
- Usage fees (applicable only to those students using specific services/programs):
  - \$20 per contact hour distance learning fee for all in-district and out-of-district students enrolled in on-line courses
  - \$40 per contact hour distance learning fee for all out-of state and international students enrolled in on-line courses
  - ½ contact hour (\$50) per semester Fitness Center usage fee for students using the Fitness Center (excludes students enrolled in Wellness and Physical Education classes)
  - \$200 per contact hour fee for students enrolling in the same class more than 3 times

### Resolutions for Emeritus Status

It was **MOVED** by Trustee Schauer, **SECONDED** by Trustee Young, and **CARRIED** that, upon the recommendation of the President, Emeritus status be granted to Lee Marsh, upon his retirement on May 31, 2016.

It was **MOVED** by Trustee Young, **SECONDED** by Trustee Stinson, and **CARRIED** that, upon the recommendation of the President, Emeritus status be granted to Linda Rzoska, upon her retirement on May 6, 2016.

### Recommendation for Renewal of Membership to Association of Community College Trustees (ACCT)

It was **MOVED** by Trustee Patton, **SECONDED** by Trustee Stinson, and **CARRIED** that the KVCC Board of Trustees renew membership in the Association of Community College Trustees for fiscal year 2016-17 and that dues in the amount of \$5,753 be paid. It was **MOVED** by Trustee Stinson, **SECONDED** by Trustee Patton, and **CARRIED** that Trustee Young be appointed voting representative to ACCT for fiscal year 2016-17, and that Trustee Miller be appointed alternate.

### Recommendation for Letter of Support for ACCT Leadership Conference presentation proposal

It was **MOVED** by Trustee Young, **SECONDED** by Trustee Stinson, and **CARRIED** that upon the recommendation of the President, a letter in support of KVCC and Kalamazoo Community Mental Health and Substance Abuse Services submitting a proposal to present at the 2016 Association of Community College Trustees Leadership Congress be authorized.

### OTHER ITEMS

There were no other items discussed.


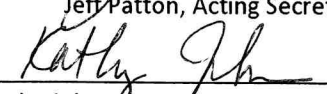
### FUTURE AGENDA ITEMS AND EVALUATION OF MEETING AND MATERIALS

No additional items were discussed.

### ADJOURNMENT

It was **MOVED** by Trustee Schauer, **SECONDED** by Trustee Stinson, and **CARRIED** to adjourn the meeting. Chairperson Gustas declared the meeting adjourned at 9:01 a.m.

  
Mary Gustas, Chairperson

  
Jeff Patton, Acting Secretary  
  
Kathy Johnson, Recording Secretary