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**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, September 13, 2016, at the KVCC Texas Township Campus, 6767 West O Avenue, Kalamazoo, Michigan in Paul D. Jackson Board Room 3365.

Chairperson Gustas convened the meeting at 7:50 a.m.

**ROLL CALL**

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

**Other**

**Attendees:** Michael Collins, Executive Vice President for Enrollment and Campus Operations  
Dennis Bertch, Executive Vice President for Instruction and Student Services  
Sandy Bohnet, Vice President for Human Resources  
Felix Brooks, Director of Inclusivity, Diversity, and International Admissions  
Roger Miller, Director of Financial Aid  
Rick Ives, Director of Public Safety

**MEMBERS' TIME**

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

**APPROVAL OF AGENDA**

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

**CONSENT AGENDA**

It was **MOVED** by Trustee Miller, **SECONDED** by Trustee Patton, and **CARRIED**, that the Consent Agenda Items for the month of September 2016, which includes the Secretary's Report, the Treasurer's Report, the Personnel Report, the Curriculum Report, the August Graduation Report, the Capital Expenditure Report, and the Modification of the 2017 Budget, 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.

**INFORMATIONAL ITEMS**

**Kalamazoo Valley Museum Board of Advisors Report**

Trustee Stinson, Board liaison to the Kalamazoo Valley Museum Board of Advisors, presented a summary of the July 5, 2016, meeting, including a recap of recent and upcoming exhibits at the Museum. Attendance at the Museum during fiscal 2016 was approximately 119,000.

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**Kalamazoo Valley Groves Center Board of Advisors Report**

Chairperson Gustas, Board liaison to the Kalamazoo Valley Groves Center Board of Advisors, provided a summary of the July 8, 2016, meeting. Several academies, including a Police Academy, a Wind Turbine Technician Academy, and a Patient Care Academy, began recently. The Medical Culinary program has been very successful.

**KVCC Foundation Board of Trustees Report**

Trustee Young, Board liaison to the KVCC Foundation, presented a summary of the June 29, 2016, meeting.

**President's Report**

President Schlack reviewed the gifts and grants reports for the College and for the Museum. President Schlack distributed a schedule of Board update presentations for fiscal 2017 meetings.

Felix Brooks presented the College's Inclusivity and Diversity Strategic Plan, including fiscal 2017 objectives and metrics.

Roger Miller presented a proposal for a special financial aid grant to assist those who are close to graduation. The Cougar Retention Grant program assists needy students, who are scheduled to graduate, with unmet need to cover unpaid tuition/fee balance. The goal of the program is to increase retention and program completion.

Following the Cougar Retention Grant presentation and discussion, the Board decided to add an action item to the agenda in order to allow for \$100,000 to be made available for the program. The program is targeted to begin in October, to benefit eligible students beginning winter semester 2017.

**CLOSED SESSION TO DISCUSS PERSONNEL ITEMS**

It was **MOVED** by Trustee Miller, and **SECONDED** by Trustee Schauer to recess the open meeting and go into closed session to discuss certain Personnel Items. The motion **CARRIED** by the following Roll Call Vote:

AYES: 7                      NAYS: 0                      ABSENT: 0                      ABSTENTIONS: 0

The board recessed the open meeting at 8:53 a.m. The open meeting was reconvened at 8:59 a.m.

**ACTION ITEMS**

**Public Notice of Schedule of Regular Meetings**

It was **MOVED** by Trustee Stinson, **SECONDED** by Trustee Miller, and **CARRIED**, that the principal office of the College shall be Room 3360 at the Texas Township Campus, telephone (269) 488-4200; and

**FURTHER**, that the meetings of the Board of Trustees of Kalamazoo Valley Community College for the 2016-2017 fiscal year shall be held on the following dates:

- October 11, 2016
- November 8, 2016
- December 13, 2016
- January 10, 2017
- February 14, 2017
- March 14, 2017
- April 11, 2017
- May 9, 2017
- June 13, 2017

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**FURTHER**, that unless publicly posted otherwise and pursuant to the Open Meetings Act, Board meetings shall convene at the Kalamazoo Valley Community College Texas Township Campus, 6767 West O Avenue, Kalamazoo, in the Paul D. Jackson Board Room 3365 at 7:30 a.m.; and

**FURTHER**, that the Board Secretary shall be authorized and directed to publicly post notice of such meetings at the principal office of the College, Room 3360 at the Texas Township Campus; and

**FURTHER**, that the Board Secretary be authorized and directed to complete an Affidavit of Posting which will be entered into the minutes of the next regular meeting of the Board.

#### **Recommendation for Early College Tuition**

It was **MOVED** by Trustee Miller, **SECONDED** by Trustee Schauer, and **CARRIED**, that for the 2017 fiscal year, a student participating in Early College classes be assessed tuition based upon the residency of the location of their high school.

#### **Renewal of Membership to MCCA**

It was **MOVED** by Trustee Schauer, **SECONDED** by Trustee Stinson, and **CARRIED**, that membership in the Michigan Community College Association for FY 2016-2017 be renewed and that the invoice in the amount of \$35,771 be paid.

It was **MOVED** by Trustee Schauer, **SECONDED** by Trustee Stinson, and **CARRIED**, that Chairperson Gustas be appointed KVCC's Trustee Director to the MCCA Board of Directors for 2016-2017, that Trustee Miller be appointed Alternate Director and that President Schlack be appointed President Director.

#### **Resolutions for Emeritus Status**

It was **MOVED** by Trustee Stinson, **SECONDED** by Trustee Miller, and **CARRIED** that Emeritus Status be granted to Natalie Patchell upon her retirement on August 26, 2016, and Sadie Miles upon her retirement on August 31, 2016.

#### **Board Goals for Fiscal 2017**

It was **MOVED** by Trustee Patton, **SECONDED** by Trustee Miller, and **CARRIED** that the Board endorse the Board Goals for fiscal year 2016-2017:

Retention  
Learning Outcomes Assessment  
Diversity/Inclusion  
Development and Integration of Healthy Living Campus  
KVCC Response to Kalamazoo Promise  
Program and Service Review  
Success Rate of Developmental Courses

#### **Recommendation for Phlebotomy Academy Fee**

It was **MOVED** by Trustee Young, **SECONDED** by Trustee Schauer, and **CARRIED**, that upon the recommendation of the President, the registration fee for the **Phlebotomy Academy** be authorized in the amount of \$1,400 effective October 1, 2016.

KJ

**Recommendation for Funding of Cougar Retention Grant Program**

It was **MOVED** by Trustee Washington, **SECONDED** by Trustee Stinson, and **CARRIED**, that \$100,000 be allocated to the Cougar Retention Grant Program.

**OTHER ITEMS**

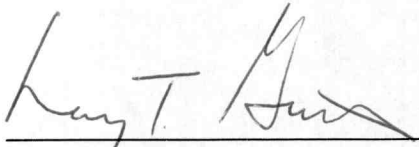
No other items of interest were shared.

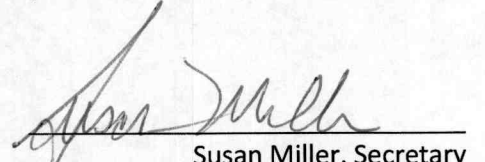
**FUTURE AGENDA ITEMS AND EVALUATION OF MEETING AND MATERIALS**

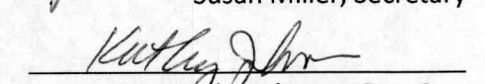
No additional items were discussed.

**ADJOURNMENT**

It was **MOVED** by Trustee Schauer, **SECONDED** by Trustee Miller, and **CARRIED** to adjourn the meeting. The Chairperson declared the meeting adjourned at 9:09 a.m.

  
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Mary Gustas, Chairperson

  
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Susan Miller, Secretary

  
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Kathy Johnson, Rec. Sec.

**AFFIDAVIT OF POSTING**

STATE OF MICHIGAN            )  
  ) §  
COUNTY OF KALAMAZOO    )

The undersigned being first duly sworn, deposes and says that the hereinafter described notice was posted at the principal office of the College, accessible to the public at all times and authorized by the Board of Trustees for giving notice of its board meetings, the notice having been typed on the College letterhead which contains the name of the College, its telephone number, and its address, as follows:

TO WHOM IT MAY CONCERN:

The following is a schedule of meetings for the Board of Trustees of Kalamazoo Valley Community College District:

- October 11, 2016
- November 8, 2016
- December 13, 2016
- January 10, 2017
- February 14, 2017
- March 14, 2017
- April 11, 2017
- May 9, 2017
- June 13, 2017

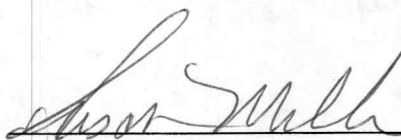
Unless publicly posted otherwise and pursuant to the Open Meetings Act, Board meetings shall convene at the Kalamazoo Valley Community College Texas Township Campus, 6767 West O Avenue, Kalamazoo, Michigan in the Paul D. Jackson Board Room 3365 at 7:30 a.m.

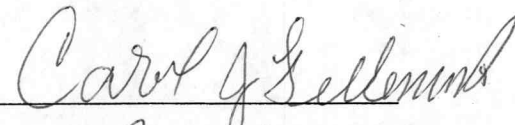
Such other meetings as are appropriate shall be convened by the Chairperson of the Board.

**The schedule of meetings has been posted in window of principal office of the College, and at the College's Internet site at www.kvcc.edu .**

Date posted: September 13, 2016

Time posted: 11 a.m.

  
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Susan Miller, Secretary  
Board of Trustees

Notary Public:   
My commission expires: 8-2-18

**CAROL J. FILLENWORTH**  
Notary Public, State of Michigan  
County of Van Buren  
My Commission Expires **08-02-2018**  
Acting in the County of Kalamazoo