

**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, April 13, 2021, at the KVCC Texas Township Campus, 6767 West O Avenue, Kalamazoo, Michigan, in the Student Commons Theater, Room 4240.

Chairperson Stinson convened the meeting at 7:30 a.m. and led everyone in reciting the Pledge of Allegiance.

ROLL CALL

Present: Chairperson Stinson, Trustees Buck, DeLuca, Farmer, Gustas, Miller, Patton
L. Marshall Washington, President
Sherry Weber, Recording Secretary

Other Attendees: Dannie Alexander, VP for Campus Planning and Operations
Kathy Johnson, Assoc. VP Analytics, Research & Compliance
Paige Eagan, Provost and VP for Instruction and Student Services
Brian Lueth, VP for Finance and Business
Tim Welsh, VP for Information Technology
Linda Depta, Executive Director of KVCC Foundation
Don Benthin, Director of Public Safety
Philipp Jonas, KVCC Economics Faculty

APPROVAL OF AGENDA

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

CONSENT AGENDA

It was **MOVED** by Trustee Miller, **SECONDED** by Trustee Gustas, and **CARRIED** that the Consent Agenda Items for the month of April 2021, 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.

INFORMATIONAL REPORTS

President's Report

Chairperson Stinson called on President Washington to present the President's Reports for the month of April. President Washington discussed highlights from the President's Report and reviewed events on the updated calendar, and reported on other items of interest.

ACTION ITEMS

Recommendation for Tuition and Fees

It was **MOVED** by Trustee Gustas, **SECONDED** by Trustee Stinson, and **CARRIED** that upon recommendation of the Treasurer, effective with the Fall 2021 semester, tuition at Kalamazoo Valley Community College shall be as follows:

In-District	\$118.00 per contact hour
Out-of-District	\$204.00 per contact hour
Out-of-State	\$273.00 per contact hour
International	\$309.00 per contact hour

And the following non-refundable student fee and non-refundable usage fee shall be charged:

- Student fee of \$156.00 per semester (applicable to all students registering for courses)
- Usage fee (applicable only to those students using specific services/programs):
 - \$200.00 per contact hour fee for students enrolling in the same class more than three times.

Resolution to Provide for Public Hearings on 2021-2022 Budget and Taxes

It was **MOVED** by Trustee Miller, and **SECONDED** by Trustee Gustas that a resolution to provide for a Public Hearing on the 2021-2022 Budget be adopted:

WHEREAS, Public Act 43 of the 1963 Public Acts, as amended, requires the College to hold a public hearing on its proposed 2021-2022 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 2021-2022 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 2021-2022 budget be held on May 11, 2021, at 7:30 a.m., in Room 4240, 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 2021-2022 BUDGET

PLEASE TAKE NOTICE that on May 11, 2021, at 7:30 a.m., in Room 4240 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 2021-2022 budget.

The Board may not adopt its proposed 2021-2022 budget until after the public hearing. A copy of the proposed 2021-2022 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 13, 2021

Susan Miller, Secretary
Kalamazoo Valley Community College
Board of Trustees

The resolution CARRIED by the following ROLL CALL VOTE:

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

Board Goals for Fiscal 2021-2022

It was **MOVED** by Trustee Gustas, **SECONDED** by Trustee Miller, and **CARRIED** that the Board endorse the Board Goals for FY 2021-2022:

2021-2022 Board Goals:

College/Credential Completion and Student Success

- Retention
- Learning Outcomes Assessment
- Online Learning
- Success Rate of Developmental Courses
- Student Equity and Support

Partnership with K-12 Institutions, Community Organizations and Businesses

- Community Integration of Bronson Healthy Living Campus
- Enhanced Partnership with Kalamazoo Promise
- Early/Middle College

Diversity and Inclusion

- Student Equity and Support

21st Century Sustainability Practices

- Renewable Energy and Sustainability Programs and Initiatives

Mission Statement for 2021-2022

It was **MOVED** by Trustee Farmer, **SECONDED** by Trustee Miller and **CARRIED** that the Board affirm the Mission Statement for Kalamazoo Valley Community College for 2021-2022.

2021 – 2022 Mission Statement

We are committed to enriching the lives of our students and communities through quality educational programs and services. To accomplish these ends, we will:

- Support student goal achievement through access to learning experiences and assessment.
- Support a balance between a comprehensive curricular base and innovations in education, personal development and technology by strategically utilizing resources.
- Provide curriculum, programming and supportive services relevant to the needs of individuals, enterprise and government.
- Maintain a learning environment built upon the inclusivity of ideas of all cultures and ethnic backgrounds.
- Support economic vitality and stability through development of a skilled local workforce.
- Integrate the components of campus-based instruction, The Groves and the Kalamazoo Valley Museum to support student and community needs.

Resolutions for Emeritus Status

It was **MOVED** by Trustee Patton, **SECONDED** by Trustee DeLuca and **CARRIED** that Emeritus Status be granted to Mrs. Kathy Johnson upon her retirement on April 30, 2021.

Second reading of board policy updates

It was **MOVED** by Trustee Miller, **SECONDED** by Trustee DeLuca and **CARRIED** that, upon the recommendation of the President and here presented for a second reading, the following Board Ends Policies be revised:

- a. BP 403 – *Open Access*
- b. BP 404 – *Student Success and Learning Outcomes*
- c. BP 405 – *Academic Transfer*
- d. BP 406 – *Student Employment Relations and Career Prep*
- e. BP 407 – *Student Support & Satisfaction*
- f. BP 409 – *Community Partnerships & Cultural Enrichment*
- g. BP 410 – *Human Resource Development*
- h. BP 413 – *Support for Workforce Training and Economic Development*

BP 403 OPEN ACCESS

A quantitative report detailing the Institution's open access shall be provided for the following categories:

- A. ***Student Enrollment and Characteristics***
Demographics of credit students who enroll each fall semester. Reports total number enrolled, percentage of full-time/part-time, total credit hours, age, gender, race, student type, college readiness, residence status, program type/degree, and curriculum being pursued. Report of trends over time.
- B. ***Financial Aid***
Summary report each fiscal year showing financial aid applicants, recipients, and dollars expended. The report will include information about financial aid types—grants, loans, scholarships, and work—and their funding sources. Show trends over time.
- C. ***Affordable Tuition and Fees***
Shows tuition and fees charged each fall to in-district, out-of-district and out-of-state students in relation to comparable Michigan community colleges. Show trends over time.
- D. ***Student Access to KVCC Services***
Documents how students, upon admittance to KVCC, have access to the broad range of services offered by the College such as tutoring and other aids.

Date Adopted: June 8, 1999
Date Modified: October 10, 2000
Date Modified: October 9, 2012

BP 404 STUDENT SUCCESS & LEARNING OUTCOMES

A quantitative report pertaining to student success and retention shall be provided in the following areas:

- A. ***Attainment of Educational Goals***
Percentage of graduating students who report reaching their KVCC goals, including measuring trends over time.
- B. ***Successful Completion of Courses***
Successful course completion rates by discipline/program, with trends over time.
- C. ***Semester to Semester Retention***
Percentage of returning students who persist from one semester to the next, with trends over time.
- D. ***Student Learning Assessment***
Reports of student learning outcomes assessment, including but not limited to Higher Learning Commission-related requirements and graduation competencies for certificate and associate degree programs.

Date Adopted: June 8, 1999
Date Modified: October 10, 2000
Date Modified: October 9, 2001
Date Modified: October 9, 2012

BP 405 ACADEMIC TRANSFER

A quantitative report detailing the successful transfer of KVCC students shall be provided on the following categories:

- A. ***Courses Accepted for Transfer by Institution***
Number of four-year institutions with transfer agreements and KVCC courses intended for transfer.

- B. ***Percentage of Students Who Transfer***
Data showing percentage of students who transfer to four-year institutions from KVCC.

Date Adopted: June 8, 1999
Date Modified: October 9, 2012
Date Modified: January 2019

BP 406 STUDENT EMPLOYMENT RELATIONS AND CAREER PREP

A quantitative report shall be provided which details success in student careers, student career preparation and internship in the following areas:

- A. *Student Careers***
Report showing number of student and employer contacts and visits on- and off-campus, class visitations, student appointments, and presentations/workshops topics and targeted audiences.
- B. *Employer Satisfaction with Student Preparation***
Annual survey of employers of graduates and non-graduates to determine satisfaction with students' preparation.
- C. *Internship***
Annual report showing number and categories of student internships and number of employers served.

Date Adopted: June 8, 1999
Date Modified: October 9, 2001

BP 407 STUDENT SUPPORT & SATISFACTION

A report detailing the satisfaction of current and former Kalamazoo Valley Community College students will be presented for the following:

A. *Student Satisfaction*

Periodically conduct a student satisfaction survey using a broad-based population sample. Report results over time.

B. *Former Student Satisfaction*

Review findings from graduate and non-returning student surveys pertinent to the students' satisfaction with the Institution's services. Compare findings over time.

Date Adopted: June 8, 1999
Date Modified: October 10, 2000

BP 409 COMMUNITY PARTNERSHIPS & CULTURAL ENRICHMENT

A report on community partnerships and cultural enrichment shall be provided for the following categories:

- A. ***Community Opinion***
A report of the Institution's impact on the community will be conducted and reported periodically.
- B. ***Facility Use***
A summary of facility usage by the type of facility and type of user will be reported, showing trends over time.
- C. ***Special Events***
Attendance at special events hosted by the College will be tracked and reported.
- D. ***Millage Reporting***
Millage election outcomes will be reported as appropriate with analysis of voting patterns.
- E. ***Financial Support - Foundation***
The KVCC Foundation will make an annual report of its financial status, including a financial audit, donors, operating budget including sources, disbursement of funds policy, investment policy, expenditure guidelines, status of each fund, and established fund-raising priorities.
- F. ***High School Partnerships***
Annual report on the number of high school students who also enroll at KVCC by program, with trends over time.
- G. ***Number and Variety of Activities Available***
Event bookings at the museum, artist forum, and cultural diversity.
- H. ***Number of People Attending***
Summary of attendance by event and general admission to the museum, revenues generated if appropriate, and demographics of attendees.

Date Adopted: June 8, 1999
Date Modified: October 10, 2000
Date Modified: October 9, 2012

BP 410 HUMAN RESOURCE DEVELOPMENT

A quantitative report detailing the management of the Institution's human resources shall be provided for the following:

A. *Compensation and Benefits Equity*

Compensating and benefits equity, both internally and externally, will be assessed periodically, but at a minimum every five years, for each major employee group.

B. *Faculty/Staff Development*

An annual report will be prepared which summarizes sabbatical leave and continuing education/professional development activities.

Date Adopted: June 8, 1999

Date Revised: February 8, 2011

BP 413 SUPPORT FOR WORKFORCE TRAINING AND ECONOMIC DEVELOPMENT

A quantitative report detailing customized and focused training for businesses shall be provided for the following categories:

- A. Number of participants and total number of companies served, with trends over time
- B. Participant Satisfaction
- C. Analysis of Array and Types of Offerings
- D. Fees Charged for Non-Credit Offerings, with trends over time
- E. Job Placement Rates for Career Academy Graduates

Date Adopted: October 10, 2000
Date Modified: October 9, 2012

OTHER ITEMS

No additional items were discussed.

FUTURE AGENDA ITEMS AND EVALUATION OF MEETING AND MATERIALS

Trustee DeLuca suggested future presentation on Food for Medicine.

Trustee Gustas suggested an update on the Groves property growth and development.

ADJOURNMENT

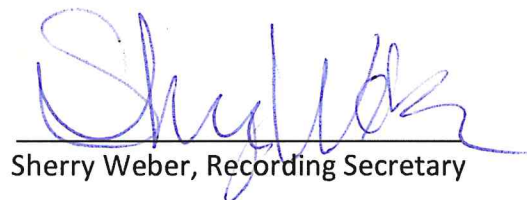
It was **MOVED** by Trustee Miller, **SECONDED** by Trustee Patton, and **CARRIED** to adjourn the meeting. Chairperson Stinson declared the meeting adjourned at 8:23 a.m.



Lucinda M. Stinson, Chairperson



Susan Miller, Secretary



Sherry Weber, Recording Secretary