

**Kalamazoo Valley Community College  
Administrators Plus Meeting Summary  
December 16, 2024, 8:30 – 11:30 a.m.  
TTC 4370/4380**

**To Members:**

Aaron Hilliard	Charles Heidelberg	Lori Orr (Absent)	Sarah Hubbell
Aaron Snead	Dannie Alexander	Louis Thomas	Sarah Mansberger
Aliah Wafford	Denise Lindsley	Mark Dunneback	Sean Gordon
Alisha Siebers	Dr. Washington	Mark Walters	Tom Hamann (Absent)
Amy Reynolds (Absent)	Erin Bishop	Mike Thompson	Tracy Labadie
Angela Marsh-Peek (Absent)	Gail Fredericks	Nkenge Bergan	Trice Batson
Bill McElhone	Ian Salo	Paige Eagan	ALC Leadership Rep (Absent)
Billy Reynolds	Joel Larson	Patrick Nelson	
Brian Lueth	Karen Rivard	Rachel Bair	
Brittany Clark	Kate Miller (Absent)	Russ Panico	
Cathy Colella	Kevin Lavender (Absent)	Sara Herrmann	

**From:** L. Marshall Washington, Ph.D.

**Items for discussion:**

1. The October 21, 2024 Summary was approved as presented
1. Committee Reports
  - a. Gail Fredericks presented an update on the Faculty Success Center Advisory Committee
  - b. Aaron Snead presented an update on the IT Advisory Committee
  - c. Paige Eagan presented an update on the Course and Curriculum Committee
  - d. Aaron Snead presented an update on the Banner Team Leaders Committee
  - e. Mike Thompson presented an update on the Target X/Sales Force Committee
2. Paige Eagan provided an update on Instruction and Student Services Parts 1 & 2, Board Policy 403- Student Enrollment & Characteristics, Board Policy, 404- Student Learning Assessment Report, 405- Transfer Report, 406- Apprenticeship/Internship & Career Services
3. Announcements & Updates
  - a. Announcements

- i. KRESA
  - 1. Held a public open house on December 3, 2024, at the Air Zoo
  - 2. May 22, 2025, will hold a public opening for new facilities
- ii. The Wind Academy
  - 1. 30<sup>th</sup> Wind Academy graduated 11 students on December 13, 2024
  - 2. Scheduled to start 10 new students in the program in January 2025
- iii. The Law Enforcement Academy
  - 1. The 98<sup>th</sup> Academy graduation was held on December 6, 2024, after a weather delay with 29 police graduates and 9 fire graduates
  - 2. The 99<sup>th</sup> Academy is scheduled to begin in January 2025 with 25 recruits
- iv. Big Chill
  - 1. The student winter celebration will be held Jan 14-15
    - a. January 14 will be held at AWH
    - b. January 15 will be held at TTC
- v. Kalamazoo Valley's 2025 MLK Celebration will be held on January 30, 2025
- vi. Open dates for active violence training will be sent out
  - 1. Register in advance or contact Sean Gordon to schedule a session for your team.
  - 2. 2 sessions in January, February, and March 2025
- vii. Student Development Services will not open late on Tuesday, December 17, 2024

b. Updates

- i. Capital Campaign Project
  - 1. Nearing finalization of a design partner and will then move on to finalizing a construction management partner
- ii. Library
  - 1. The Library provided updates on the Laptop and Hotspot Loan Program
- iii. IT
  - 1. Wifi Access points are being updated please give any feedback to Joel Larson
  - 2. The Fiber link update is now expected to be completed in February 2025
- iv. Facilities
  - 1. A new boiler is being installed at CNM
  - 2. New carpets are being installed in the wellness and fitness center
  - 3. The walking trails will be under reconstruction over the next few weeks
- v. Commencement
  - 1. An RSVP reminder email for administrators to participate in commencement will be sent out

2. There are many volunteer opportunities available for commencement please contact Russ Panico for additional information
3. Audits are scheduled to happen today December 16, 2024
  - a. There are 295 unique students up for 336 awards
  - b. 25 Kalamazoo Promise Students and 11 KVAAP Students are among the graduates
4. 175 students are scheduled to attend commencement
  - a. 8% higher than last fall
- vi. Student Development Services
  1. Counseling with change to Drop-in only appointments until the first week of classes once returned from the break
  2. A Strengths relaunch update was provided
- vii. For student inquiries for housing help and other wrap-around services assistance please direct them to Nkenge Bergan at this time
- viii. 2024 Elections
  1. 4 individuals were elected to new terms for the Kalamazoo Valley Community College Board of Trustees
- ix. DEI
  1. Trice Batson provided an update on DEI department plans
- c. Reminders
  - i. Cosmetology and Barbering
    1. Please encourage people to support programs by coming in and allowing the students to hone their skills
  - ii. Business office
    1. Capital outlay requests are due January 1, 2025
  - iii. The Kalamazoo Valley Museum will be open during the break
  - iv. The Kalamazoo Valley Community College Foundation is able to provide mini-grants please reach out to the Foundation for further information
  - v. Textbook buyback is December 16-20, 2024 at the TTC bookstore
  - vi. Register for the January 9, 2025 College Summit

**The next meeting is from 8:30 – 11:30 am. on Monday, February 17, 2024  
At AWH in Room 128**