

**Kalamazoo Valley Community College
Administrators Plus Meeting Summary
October 21, 2024, 8:30 – 11:30 a.m.
TTC 4370/4380**

To Members:

Aaron Hilliard	Charles Heidelberg	Lori Orr (absent)	Sarah Hubbell
Aaron Snead(absent)	Dannie Alexander	Louis Thomas	Sarah Mansberger
Aliah Wafford	Denise Lindsley	Mark Dunneback (absent)	Sean Gordon
Alisha Siebers	Dr. Washington	Mark Walters	Tom Hamann (absent)
Amy Reynolds	Erin Bishop	Mike Thompson	Tracy Labadie
Angela Marsh-Peek	Gail Fredericks (absent)	Nkenge Bergan (absent)	Trice Batson (absent)
Bill McElhone (absent)	Ian Salo	Paige Eagan	ALC Leadership Rep (none)
Billy Reynolds	Joel Larson	Patrick Nelson	Anna Fontaine
Brian Lueth	Karen Rivard	Rachel Bair (absent)	Hristina Petrovska
Brittany Clark	Kate Miller (absent)	Russ Panico	
Cathy Colella (absent)	Kevin Lavender	Sara Herrmann	

From: L. Marshall Washington, Ph.D.

Items for discussion:

1. The September 16, 2024 summary was approved as presented
2. Anna Fontaine and Sara Herrmann presented about their MCCA Leadership Academy experience
3. Committee Reports
 - a. Hristina Petrovska presented an update on the Food Share Committee
4. Dannie Alexander provided an update on the Facilities Master Plan, Board Policy 409 Report on facility usage & special events and Board Policy 412 Capital Planning, Prevention Maintenance, and ADA Analysis
5. The Key Performance Indicator Teams provided updates and the groups spent time working on the key performance indicator action plans
6. Announcements & Updates

a. Updates

- i. The IT department provided updates on cloud storage use, the Camera update project and wireless access point updates
- ii. The Library staff are performing a team review of departmental procedures
- iii. Sarah Mansberger provided KRESA updates on staff and facility changes
- iv. Public Safety academies provided updates on the Fire, Police and Corrections Academies as well as trainings being held in conjunction with local law enforcement groups.
- v. The Business office provided an update on financial aid, payroll, next year's budget and deadlines
- vi. Compliance and Analytics provided an update on staffing changes and work responsibility shift happening with in the departments.
- vii. Facilities provided facilities updates on prepping for winter, engineers work on the trails through the woods, tree removal, campus shuttles and winter closing protocols.
- viii. Admissions Records and Registration provided updates on graduation events and plans.
- ix. The Robotics and Wind Turbine programs provided updates
- x. The office of the provost provided update on the draft of the college's AI statement, wrap around academic supports through proposed learning commons, Ad Astra upgrades and strategic scheduling
- xi. Advising and counseling provided updates and let it be known that they will open up drop ins appointments to support the upcoming registration blitz
- xii. Early Middle College provided updates on career technical education registrations, summer camps and middle school tours

b. Events

- i. Cosmetology and Barbering hosted a grand opening. Services are now available to the public. See website for reservation info.
- ii. Mi Career Quest will be held at the Kalamazoo Expo Center on October 22-23, 2024
- iii. KVCC is hosting an Area High School Counselors Breakfast on October 25, 2024
- iv. KRESA and KVCC are partnering on an auto advisory committee meeting to be held on October 29, 2024
- v. The Library and Learning Center are hosting an open house on October 31, 2024
- vi. Author Robin Wall Kimmerer will be holding two events on the Texas Township campus on November 6, 2024
- vii. The Campus Band will be performing on November 6 at 12:15 pm in the student commons
- viii. Kalamazoo Valley's MI-ACE representatives are hosting a joint event with Kalamazoo College and Western Michigan University about women in leadership on November 7 in TTC 4240 at 3:30 pm
- ix. KVAAP will be hosting a showcase on November 7, 12:30 -2:30 pm all students are welcome

- x. KRESA will be hosting an open house for their secondary programs at the Kalamazoo AirZoo on December 3, 2024
 - xi. KRESA plans on holding a grand opening for their new education center on May 22, 2025
 - xii. Grad Fest will be held on December 4-5, 2024
- c. Reminders
- i. Summit Committee has set a deadline for presentation submissions of November 1st, 2024
 - ii. November is United Way time on campus
 - iii. Open Enrollment for benefits will be from November 1-15th, 2024
 - iv. The last day for students to petition to graduate is October 30, 2024
 - v. Supervisors and Department heads please set up your departmental annual safety training

**The next meeting is from 8:30 – 11:30 am. on Monday, December 16, 2024
In TTC Room 4370/4380**