

**Kalamazoo Valley Community College
Administrators Plus Meeting Summary
February 17, 2025 8:30 – 11:30 a.m.
AWH 128**

To Members:

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

From: L. Marshall Washington, Ph.D.

Items for discussion:

1. The December 16, 2024 Summary was approved as presented
2. Cynthia Schauer presented an update on the Collaboration on Pre-Health Care Education Committee.
3. Aaron Hilliard presented an updated on the Human Resources Plan and Board Policy 410.
4. Aaron Hilliard shared an update on the process to update the Employee Handbook.
5. Tracy Labadie shared the updated CMOP 3100 Chosen First Name policy.
6. Trice Batson led the group through a discussion and an exercise.

7. Announcements & Updates

- The quiet phase of the Capital Campaign is underway. Architectural Engineering Firm and Construction Contractors are now on board.
- The Foodways Symposium will be held in April. Contact Rachel Bair if you are interested in volunteering.
- Reminder to schedule services from the Cosmetology and Barbering programs. New services will be added soon.
- FSC is hosting an AI Coffee Chat the last Wednesday of each month at 10:00 a.m. This is open to all employees.
- Reminder to get operating budgets submitted by February 28, 2025.
- Save the date for May 22, 2025 for the public opening of the Career Connect campus.
- KRESA has undergone a brand refresh.
- Degree Works is back online after a needed upgrade. Will continue to do upgrades this time of year to ensure the system remains current and functioning at its best.
- March 31, 2025 is the petition to graduate deadline.
- Banner move to cloud has been moved due some technical challenges. A communication will be forthcoming when a new date has been identified.
- Cabinet approved a name change to CMOP 3100 Chosen First Name.

8. The KPI Teams shared their progress on their action plans.

**The next meeting is from 8:30 – 11:30 am. on Monday, March 17, 2025
At CAH in Room 107**