

**To:** Administrators Plus  
**From:** Sherry Smurr  
**Subject:** Meeting Summary of April 30, 2018  
**Date:** May 2, 2018

**Members:**

Dannie Alexander	Laura Cosby	Sarah Hubbell	Dan Mondoux
Rachel Bair	Linda Depta	Rick Ives	Russ Panico (Absent)
EJ Bast	Kevin Dockerty (Absent)	Craig Jbara	Evan Pauken
Bonita Bates	Steve Doherty	Kathy Johnson	Billy Reynolds
Don Benthin (Absent)	Paige Eagan (Absent)	Denise Lindsley	Marilyn Schlack (Absent)
Dennis Bertch	Tom Hamann	Amy Louallen	Aaron Snead
Paul Bianco (Absent)	Brian Hay (Absent)	Brian Lueth	Tom Sutton (Absent)
Alisha Cederberg	Sara Herrmann	Angela Marsh-Peek	Barbara Taraskiewicz
Deb Coates	Patti Henning (Absent)	Bill McElhone	Louis Thomas
Mike Collins	Muriel Hice	Deb Miller (Absent)	Mark Walters
	Aaron Hilliard		Tim Welsh

Meeting summary of April 16, 2018 approved as amended.

**Priority Updates**

— **Enrollment Management**

- Summer 2018 registration as of last week is down 2<sup>1</sup>/<sub>2</sub>% but we have picked up about 70 more students over the weekend.

— **Guided Pathways**

- Taking a look at how Guided Pathways touches everything we do.
- In the process of hiring pathway advisors.

— **Early College**

- 17 Early College students received their Associate’s Degree at commencement on April 29<sup>th</sup>
- Third Early College orientation expecting 200 plus students for fall semester

— **Retention**

- Asset map answers are compiled and will be sent out this week. Look over and let Evan know if any changes need to be made.

— **International Students**

- We have 2 F1 students enrolled for Summer 2018 semester.
- We have 24 F1 students enrolled for Fall 2018 semester with the potential for more.

— **Analytics**

- New Dashboard tab labeled “Success” is being developed.
- KPI timeline on hold until next meeting. The 2018 process will conclude in June, then we will discuss the 2019 process.

— **Life Long Learning**

- Offering 30 programs through Summer and Fall. The Youth cooking class has 38 on a waiting list.

**EJ Bast discussed the Adult Learner Interests and Priorities**

**Other**

- Opportunity for Education dinner held on May 23
- Thank you to the Foundation for their generous donation of \$500,000 to Financial Aid.
- Data Cyber Security training will take place in the June Admin Plus meeting.
- Automotive Open House was a huge success
- The science club passed out saplings for Arbor Day
- Volunteers needed for help with student orientation.
- Speaker Paul Hernandez coming May 23
- Kalamazoo A-Z on display at the Museum
- KVM will take part in the PRIDE event on June 9
- Kudos to Institutional Research and Marketing for their work on the registration process.
- May 11 is the next high school orientation
- Kudos to Steve Doherty and the Foundation for their support
- Enrollment Task Force at the Groves on May 4
- Kudos to Denise Lindsley and team for proofing the KVAAP materials
- Kudos to Dan Mondoux and team for data to assist with recruiting KVAAP students.
- Kudos to **the Commencement team**. Commencement was great. You make it look easy.
- KVM Condenser has been installed and the rain garden project is almost complete
- Repaving of Elm Valley Drive scheduled the months of May and June
- Hoop House raising scheduled for May 3, weather permitting
- Pre-work scheduled for Banner 9 – Pre prod production
- Moodle server update scheduled for May 4
- Testing center at AWH closed May 2
- Student Art show will be displayed at Art Hop of May 4
- Marketing team has two campaigns going this week
- Retirement Open House for Elspeth Inglis held on May 4, 2018 from 3:00-5:00 at AWH Room 128

**NEXT MEETING IS MONDAY, JUNE 11, 2018**

**Next Administrators Plus Meeting is June 11, 2018 8:00 a.m. in room 4380**