

**To:** Administrators Plus  
**From:** Sherry Smurr  
**Subject:** Meeting Summary of December 10, 2018  
**Date:** January 11, 2019

**Members:**

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

Meeting summary of October 15, 2018 was approved as presented

Guided Pathways presentation given by Paige Eagan and Laura Cosby.

Diversity and Inclusion Strategic Initiative was reviewed and discussed by the group.

- **International Admissions**
  - Chris Voss and Mahana Lugo Montenegro are finalizing orientation of International students
- **Early College**
  - We need to be thoughtful of opportunities we offer for Early College
  - Mattawan into VanBuren – expanding from 22 to 82 potential students
  - Lake Michigan College to offer an Associate’s Degree on Tech Center campus for in district price.
- **Enrollment Management**
  - Reaching out to students via text and phone contact
- **Retention**
  - Batch cancellation efforts and communication seem to be fruitful
  - 40% of batch cancellation list have re-enrolled.

- **University Center**
  - Routine presence of the University Center partners at AWH has been beneficial and will continue in 2019. Similar presence at the CAH will be reduced to once a semester due to lack of student traffic.
  - Exploration discussion with Siena Heights was conducted on 12/4 regarding opportunities with dual enrollment, MBA program and sustainability. Sue Gardner and Deb Coates represented KVCC in this discussion.
  - Initial collaboration discussion with CMU occurred on 12/6
  - University Center Student testimonial video is being completed for marketing purposes - especially increasing awareness of the program options.
- **Life Enrichment**
  - Winter/Spring catalog is out - about 60 programs have been included across the four campuses. Classes are already getting filled ... 54 registrations came in over the first weekend of posting some of the classes.
  - National attention to Lifestyle Medicine, especially educational opportunities and linkages, is rapidly increasing. KVCC is well positioned to be a key driver and contributor - initially through Community Culinary and Nutrition programs. Lizzie Luchsinger gave a presentation to our Instructional / Student Services administrators to begin the discussion for potential undergraduate and professional education in this field. Strong program partnerships have been established with WMed, WMCC, KCMHSAS, Bronson KZO, Bronson Battle Creek and Borgess.
  - Momentum CNC academy started December 3 with a full class.
- **Analytics**
  - Reminder – Mid-year KPI Updates are upcoming

**Other:**

- Student voices committee starting. Will be held once a month. On Tuesdays at TTC, On Thursdays at AWH (downtown location will rotate)
- Capital Request forms are due on 12/21/18.
- IT Security enhancements underway. New e-mail Spam filter in process.
- We have hired three new Guided Pathway Advisors
- Bill McElhone and Tom Hamann will assist with storm water management plan.
- What We Carried opens December 15, 2018.
- Kudos to Louis Thomas and the Marketing Team for the KVAAP video.