

To: Administrators Plus
From: Kathy Johnson
Subject: Meeting Summary of January 22, 2018
Date: January 22, 2018

Members:

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

Meeting summary of January 8, 2018 approved with no changes.

The group discussed the recent classification study/salary schedule update. Aaron Hilliard clarified one change - the point system will be updated on a go forward basis. All questions should be directed to Human Resources.

Priority Updates

- **Enrollment Management** – We are down approximately 2% year over year. We are beginning to formulate projections for fiscal 2019. EJ Bast will present on long term demographic trends at the next Administrative Plus meeting.
- **University Center** – Nothing new to report.
- **Guided Pathways** – Instruction is moving forward with developing guided pathways for Business and CIS. The next student success center unit meeting will focus on guided pathway implementation. We are examining the fall guided pathway outcome/assessment data for ANM and FYE programs.
- **Early College** – A recent student recruitment meeting at Portage schools yielded disappointing results. There is a Feb. 6 KRESA early college/ EFE and EFA open house for 8-10th grade students and their parents.
- **Retention** – The top four priorities as identified by retention committee:
 - Revamp course schedule
 - Restructure academic advising to be cohort based
 - Begin to collect midterm grades
 - Improve the early alert system

Evan will be working with Student Success Center to run two student focus groups to better understand retention needs. Student participants are being identified now, and the focus groups will take place in late Feb.

- **International Students** – The College has enrolled 69 F1 students, and 58 concurrent enrollment international students for winter 2018 semester. WMU has reduced tuition for international and out of state students; WMU tuition and KVCC tuition for these target student groups are now very close.
- **Analytics** – Book discussion of Chapter 4 and 5.
- **Lifelong Learning** – Continuing to work on new classes, including Academies.
- **Diversity and Inclusivity** – Celebrating Martin Luther King week; February is black history month – All are encouraged to attend events.

Other

- Downtown office building projects at KVM and AWH are proceeding well and nearing completion
- 9 colleges will be at ANM portfolio day – this is great for students
- We had 1731 students achieve Academic Honors for the Fall 2018 semester.
- The Federal shutdown should not affect Financial Aid right away, but a long term government shutdown would be problematic for our students.
- Public safety has several new employees starting
- Brian Lueth updated all on the status of the state ORS reimbursement of certain retiree healthcare payroll deductions. There are still many unanswered questions being discussed at lower state court levels. The College will need to confirm/gather current contact information for both active and non-active participants; one common reimbursement process will ultimately be followed. Finance will send an update as more information becomes available.
- KV Focus copies were dispersed to the group.
- The KV Museum thanked IT for help with a recent problem at Mary Jane Stryker theatre
- Recent Groves Center network changes went well.
- What is going on at Michigan State prompts a reminder that if administrators have any sense something is not right, the issue needs to be reported and addressed.
- On Feb. 5 please be prepared to discuss Chapter 6 and 7 of “Creating a data-informed culture in Community Colleges”.

Next Administrators Plus Meeting is Feb. 5, 2018 8:00 a.m. in room 4380