

**Kalamazoo Valley Community College
Administrators Plus Meeting Summary
February 19, 2024, 8:30 – 11:30 a.m.
TTC 4370/4380**

To Members:

Aaron Hilliard	Craig Jbara	Louis Thomas	Sarah Hubbell
Aaron Snead	Dannie Alexander	Mark Dunneback (absent)	Sarah Mansberger (absent)
Alisha Siebers	Denise Lindsley	Mark Walters	Sean Gordon
Allison Moore	Dr. Washington	Mike Thompson	Tom Hamann (absent)
Amy Reynolds	Erin Bishop	Muriel Hice	Tom Sutton
Angela Marsh-Peek	Evan Pauken	Nkenge Bergan (absent)	Tracy Labadie
Bill McElhone	Gail Fredericks	Paige Eagan (absent)	Trice Batson
Billy Reynolds	Karen Rivard	Rachel Bair	ALC Leadership Rep (absent)
Brian Lueth	Kate Miller	Russ Panico	
Cathy Colella	Kevin Lavender	Ryan St. John	
	Lori Orr	Sara Herrmann	

From: L. Marshall Washington, Ph.D.

Items for discussion:

1. The November 20, 2023, Summary was approved as presented
2. Committee Reports
 - a. Christine Pruis reported on the Collaboration on Pre-Health Care Education Committee
 - b. Brian Lueth and Evan Pauken provided a report on the Data Governance Committee
 - c. Evan Pauken and Ryan St. John provided a report on the Enrollment & Retention Steering Committee
3. Craig Jbara, Kate Miller, Maddie Isch, Rachel Bair, Bill McElhone, and Tom Sutton provided an update on the Strategic Business and Community Development Master Plan and Board Policies 409/413
4. Aaron Hillard provided an update on the Human Resources Plan and Board Policies 410
5. Dannie Alexander and Brian Lueth outlaid the new Office/Furniture Budget Process

6. Evan led each KPI Team in reporting out and next assignments
 - a. Sarah Hubbell provided an update for Team 1 on their KPI statement, goal, efforts, and next steps
 - b. Aaron Snead provided an update for Team 2 on their KPI statement, goal, and next steps
 - c. Rachel Bair provided an update for Team 3 on their KPI statement, goal, and next steps

7. Round Table Updates

- a. Provided via email following the meeting:
 - i. Muriel Hice is offering purchasing training virtually at 10:00 on Friday, February 23, for anyone who would like to attend please register through HR
 - ii. The Kalamazoo Valley Museum
 1. On Friday, March 1st, 5-9 PM, and Saturday, March 2nd, 9-6 PM the annual Fretboard Festival. For the 19th year, the Fretboard Festival returns to Kalamazoo to celebrate the city's stringed instrument legacy and musical heritage. Join us in person at the museum this year or watch online through our streaming platform. Along with live performances, meet instrument designers, and more about their trade, and attend workshops all for FREE. Visit Kalamazoomuseum.org for more information.
 2. Witness the solar eclipse at the Kalamazoo Valley Museum on Monday, April 8, 2024. A live feed from NASA and viewing assistance will be offered to help visitors understand and celebrate the much-anticipated solar eclipse. The program is free.
 - iii. Sean Gordon will be offering Open Active Violence Training Sessions
 1. March 5th, 8:00-9:30 am CAH Room 223
 2. March 26th, 8:00-9:30 am hours TTC Room 4370/4380
 3. Contact Sean Gordon to RSVP

8. Sean Gordon lead the group in an Active Violence Safety Training

**The next meeting is from 8:30 – 11:30 am. on Monday, March 18, 2024
In Room 4370/4380**