

**Kalamazoo Valley Community College  
Administrators Plus Meeting Summary  
May 20, 2024, 8:30 – 11:30 a.m.  
TTC 4370/4380**

**To Members:**

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

**From:** L. Marshall Washington, Ph.D.

**Items for discussion:**

1. The March 18, 2024 meeting summary was approved as presented.
2. Paige Eagan, Evan Pauken, and Nkenge Bergan presented an update for the Student Services Master Plan and Board Ends Policies 404.
3. Aaron Snead presented an update on the IT and Cybersecurity Master Plan.
4. Alisha Siebers presented an update on College Advancement.
5. Committee Reports
  - a. Nkenge Bergan provided an update on the Orientation Committee.
  - b. Trice Batson provided an update on the Diversity & Inclusion Committee for Equity & Culture.
6. The group spent time working on the Key Performance Indicator Action Plans.

## 7. Updates

- a. Teen Battle Chef will be completed this week. This is a SNAP Ed funded program.
- b. The Kalamazoo Valley Museum will be hosting school tour groups every day through June.
- c. The "Skin" exhibit will be closing on June 2, 2024 and Juneteenth programming will be held June 14, 2024. Please visit the Museum website for more details.
- d. Kalamazoo Valley will have a presence again at the Kalamazoo Farmers Market. The college will have a table once per month beginning in June. Contact Rachel Bair if you are interested in participating.
- e. The current cohort of Nursing students had a 91% first-time pass rate on the NCLEX. Congratulations!
- f. The Learning Center and the Library will be hosting an Open House on May 22, 2024.
- g. The Law Enforcement Training Academy grew from 9 recruits in the Fall to 22 recruits in the Winter. As of this date, 19 of 22 recruits have passed the licensing exam. There are 18 new recruits enrolled for Fall 2024 Academy.
- h. Please join us for an Open House of the new School of Cosmetology & Barbering on May 23, 2024 from 11:00 am – 2:00 pm at the Redwood Building.
- i. Cabinet approved an update to CMOP 5050 Social Media. Oversight of college sponsored social media will now be owned by Marketing. Alisha Siebers will be reaching out to touch base on existing social media sites.
- j. The business office is doing check runs on Wednesdays during the summer months. Please remember to have requests turned in by Monday to be included in that week's run.
- k. Reminder to be mindful of fiscal year end deadlines.
- l. Employee Excellence Awards nominations are live and please consider submitting a nomination. The nomination form may be found on the Employee Portal.

**The next meeting is from 8:30 – 11:30 am on Monday, June 17, 2024  
In Room 4370/4380**

**Admin Plus Retreat on Monday July 15, 2024 8:00 a.m. – 5:00 p.m.  
CAH 223**