

CABINET	<h1>Office of President</h1>
MINUTES	

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of May 24, 2005 Cabinet Meeting
Date: May 24, 2005

Members Present: Anderson, Bohnet, Cannell, Collins, Hutchins, Kocher, Niewoonder, Schlack and Woods

Members Absent: Lay

Approval of Minutes

The minutes of the May 10, 2005 meeting was corrected.

Other

- Reported on a request of the women's basketball team to hold a tournament during the Thanksgiving Weekend – this request will come back at a later date with more information
- Reported that KAFI received more than \$17,000 in ticket sales this year
- Reported that another community college in Michigan had a breach of security with someone hacking in and gaining access to student social security numbers. It is a reminder to us to be diligent in our computer security.
- Shared the results of the computer lab survey.
- Reported that the Institution's State-approved records retention schedule has been received. The schedule will be put on-line.
- Heard a report on the presentation of our proposal for funding for our HTS to representatives from the Michigan Technology Tri-Corridor. It was also reported that a representative from the MEDC will be on campus Friday to learn more about our HTS.
- Briefly discussed the visit of Rep. Darwin Booher and some of the issues facing community colleges and KVCC in particular. A follow-up letter will be sent to him highlighting our funding needs and challenges.
- Heard a brief update on the status of the community college funding issue with MCCA

Travel Requests

- Authorized Rick Ives to attend the MCOLES directors meeting at West Shore Community College, May 25, 2005.
- It was reported for the record that Pat Tysen will be attending an Ad Astra meeting, June 27-28, 2005 – all expenses will be paid by Ad Astra.
- Authorized Al Moss to attend the American Association of Respiratory Care meeting in Florida, July 7-11, 2005.

NCA Self-Study Update

Reported that the writing committee has begun to review the reports.

Innovative Thinking Grants

- An innovative thinking proposal titled “The New School” was distributed. The Cabinet members were asked to review the proposal for consideration and action at next week’s Cabinet meeting.
- A proposal for an Elementary Education Learning Community will be distributed this week and will be reviewed at next week’s Cabinet meeting.
- It was suggested that a learning community in developmental education be established. For example, in MATH 098 to work with some students in those courses to help develop the curriculum and learning modules in concert with the learning center staff and/or tutors.
- It was suggested that we consider establishing a reward mechanism for faculty who go above and beyond the instructional contract – this will be discussed again next week.

Budget Development for FY 2006

Heard a brief update on the development of the budget for FY ’06.

Cost Containment Issues

The challenge of monitoring and/or reducing the amount of lapse funds was discussed. It was reported that there is a perception that if a unit saves money and is frugal, that area is penalized and lapse funds are removed from the budget. This issue ties back to funding to support our priorities. Are we cutting items that move our mission and priorities forward? That question needs to be addressed by individual units as they develop their budgets.

Grants

A grant request form from the CNM was distributed. The CNM wants to submit a grant application to the NSF for a 3-year web site development project. It will be discussed in more detail at the June 7, 2005 Cabinet meeting.

Next Meeting

The next meeting is scheduled for Tuesday, May 31, 2005 at 8:00 a.m.