

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of October 10, 2005 Cabinet Meeting
Date: October 11, 2005

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

Members Absent: DeHaven and Kocher

Approval of Minutes

The minutes of the September 20, 2005 meeting were approved as corrected.

Other

- Reported that the external auditors have completed their work on our campus and final audits will be completed soon.
- Received a copy of the Museum quarterly report.
- Reported that registration for winter 2006 begins next week.
- Discussed the impact of Western's change in start date for winter 2006 and the K-12 change to starting after Labor Day. Mike agreed to take the lead on this as to the potential impact on KVCC.
- Several articles were shared – employee incentive programs, academic programs for disabled students, what high school students look for on college web sites, and lessons for student success
- Heard an update on state funding issues and MCCA's position. Representatives from some of the underfunded community colleges will be meeting with the state budget director later this week to talk about the budget.
- Heard a brief synopsis from last week's the Talent+ summits

Reality Check

- Mentioned some issues related to the purchasing/returning of textbooks, especially in terms of service to students on financial aid and access at the Arcadia Commons Campus.
- Mentioned the difference in quality between the two bookmarks for tutoring from the two campuses. Also mentioned the need to ensure that campus names as well as KVCC logo are on brochures.

Budget/Tuition/Fees Discussion

Discussion postponed until next week.

NCA Self-Study Update

- Heard a brief update on planning for the site visit.
- Draft responses to our response to the concerns from the 1996 visit were distributed – please have any comments back to Steve by October 11.
- Draft schedule for the site visit was distributed.

Review Report on Retention of Transitional Education Students

Reviewed and discussed the results of the report on retention and graduation rates of transitional education students. The report is a good start in helping to identify student success and retention rates, but it may need to be further refined by program code and by campus to ensure we are meeting the needs of our students to ensure success.

Business Intelligence/Business Decision Making

Reviewed the business intelligence decision-making demonstration on some of KVCC's dashboard information – areas in the pilot project include course utilization, enrollment trends and zip code. This has broad implications. It was agreed that the project can move forward and ties in well with our metrics and dashboard discussion. This will come back to the Cabinet for future discussion and will include specific goals and projected budget implications.

Continue Discussion on Curriculum – Review and Analysis

Three documents related to the curriculum discussion were distributed. Please be prepared to discuss them at next week's Cabinet meeting.

Review of Innovative Thinking Quarterly Reports

Postponed until next week.

Travel

- Authorized Pete Patel to attend the National Association of College Stores meeting in East Lansing, October 17-18, 2005.
- Authorized Carolyn Alford, Paul Chiu, Carol Kingsley, Carol Mallinson, Marsha Nemer, Brenda VanderRoest to attend the Banner User Group meeting at Eastern Michigan University on October 28, 2005
- Authorized Nate Hartmann and Ron Whitmire to attend hacker training in Grand Rapids, October 31 to November 4, 2005
- Reported for the record that a group of students will be attending the Chicago Urban Plunge, October 14-16, 2005 and that four faculty members will also be attending – Gloria Barton-Beery, Natalie Patchell, Gloria Larrieu, and Jay Rice
- Authorized Harland Fish to attend the League for Innovation conference in Dallas, October 23-26, 2005
- Authorized Sue Puckett, Nancy Vendeville and Mark Sigfrids to attend AMATYC Conference in San Diego, November 10-13, 2005
- Reported for the record that the following travel requests were approved via e-mail:
 - Sandy Bohnet, Patricia Niewoonder and Nick Rankin to attend Talent+ training in

- Lincoln, Nebraska, October 30 to November 2, 2005
- Gloria Larrieu and Natalie Patchell to attend the 6th Annual Transformative Learning Conference in Lansing, October 6-9, 2005
 - Kathy Godin to apply for a Messenger Educator fellowship and the associated travel if the fellowship is awarded – dates and times of the travel to be finalized later.
 - Gail Fredericks and Terry Hutchins to attend the League for Innovation conference in Dallas, October 23-26, 2005

Grants

- None presented.

Next Meeting

The next regular meeting is scheduled for Tuesday, October 18, 2005 at 8:00 a.m.