

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of November 8, 2005 Cabinet Meeting
Date: November 10, 2005

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

Members Absent: Kocher

Guests Present: Nancy Taylor (for Hedgehog)

Hedgehog Discussion

A circle diagram of the Hedgehog concept was distributed, including the three areas of 1) our passion, 2) our revenues and 3) what we do best.

TBO Discussion and Business Intelligence/Dashboards

- Heard an update on the supervisor profiling certification training completed by Sandy, Nick and Patricia.
- Next steps include profiling the identified faculty and staff, training the six additional profilers, and get the talent bank up and running.
- Discussed and reviewed Nancy Wood's outline of various dashboard data based on an article by William Graves titled "Improving Institutional Performance through IT Enable Innovation."

Agreed that the following three committees will be formed with the designated representatives:

- 1) Dashboard – Steve Cannell, Jim DeHaven (chair), Terry Hutchins, Bill Lay, Mike McCall and Nancy Woods. The committee will start with performance obligations, then institutional and administrators to move down through the organization.
- 2) Recognition/Kudos – Denise Baker, Dennis Bertch, Sandy Bohnet (chair), Bruce Kocher, Patricia Niewoonder, Brian Olson, and Nancy Taylor.
- 3) Economic Determinate – Louise Anderson, Lauren Beresford, Mike Collins (chair), Geof Crosslin, Jeff Donovan, and Jim Taylor.

The committees will hold their first meeting by the end of next week to begin their discussions. It is hoped that reports from each of the committees can be presented at the December Board meeting.

Approval of Minutes

The minutes of the November 1, 2005, meeting was approved as submitted.

Other

- Heard a report from the MCCBOA meeting – there were presentations on data management (a copy of the Blue Granite synopsis of services was distributed), financial aid and payment plans, proposed legislation on changes in pension plans, ACS audits, and on state funding projections.
- Copies of the revised handbooks for advisors of student organizations were distributed for Cabinet information.
- Reported that a group of dignitaries from Mexico will be visiting our region this week – included will be a tour the Center for New Media
- The new “No smoking signs” will be put up this week in the designated areas.
- Received a report on trends in textbook costs and ideas for consideration
- Received an update on the college’s web pages – reminded everyone with specific responsibilities to keep those sites updated.
- Reminded everyone to register for and attend the Talent Plus Impact Series scheduled for November 15 and 16.
- Reported that open enrollment for insurance is scheduled for this week.
- Briefly reviewed a series of articles from the – Greentree Gazette.
- Heard a summary of the agenda for tonight’s Board meeting.
- Received instructions on the electronic submission of new initiatives for budget development for FY 2007.

Reality Check

Reality Check items were reviewed and action/updates were shared as appropriate.

KUDOS!

Kudos! were given to a number of individuals.

NCA Self-Study Update

The Cabinet members were reminded to have their comments regarding the self-study report to Steve Cannell by Thursday, Nov. 10.

Curriculum Position

Reported that Bill will be meeting with Sandy this week to discuss the position. A full proposal will be ready for Cabinet review in two weeks.

Retention

Retention will be part of the TBO/dashboard discussion.

Travel Requests

- Authorized Bruce Panches to attend the National Communication meeting in Boston, Nov. 16 to 21, 2005.
- Authorized Erick Martin to attend a welding conference in Chicago, Nov. 14-15, 2005
- Authorized Carol Heeter to attend the SCT Summit scheduled for early 2006 in Orlando – dates

unknown at this time. It was reported that by the end of this month, more information on others attending will be known and brought back to the Cabinet for consideration.

Grants

- Reported for the record that a grant proposal is being submitted by the Kalamazoo County Sheriffs department for the Corrections Consortium – KVCC will be contracted to do some of the training.

Charter School

Reported that Bob Duke, former superintendent of Gull Lake, will be working on this.

Calendar

Discussions are ongoing regarding proposed changes and efficiencies in the academic calendar – the committee will share its recommendation with the Cabinet in two weeks. It is anticipated that the changes, if implemented, could be effective fall 2006.

Employee Incentives

A new committee has been formed to address this issue, chaired by Sandy.

Programs Offered in Other Than Traditional Delivery Methods

A report will be shared with the Cabinet in two weeks on alternatives.

Next Meeting

The next regular meeting is scheduled for Tuesday, November 22, 2005, at 8:00 a.m.