

## CABINET MINUTES

Kalamazoo Valley Community College

# Office of President

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of January 17, 2006 Cabinet Meeting  
**Date:** January 17, 2006

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

**Members Absent:** Schlack

### TBO Discussion

- a. Hedgehog – No update.
- b. Personnel Items – Reported on the hiring of a new nursing instructor for Allegan.
- c. Committee Reports – Reminded everyone that the Dashboard and Resource Allocation committees have been combined and are continuing to meet. Reported that the Personnel Committee is scheduled to meet again this week.
- d. Reality Check items were reviewed and action/updates were shared as appropriate and a couple others were added to the list.
- e. Several kudos – A couple of Kudos were given.
- f. Other TBO Items –
  - Heard a brief update on the establishment of the Leadership Committee – input is being sought from Brad Black on who should be part of the committee – team members will be Sandy Bohnet, Dennis Bertch, Mike Collins, Jim DeHaven, Terry Hutchins, and Marilyn Schlack.
  - The Talent Bank will be up and running the first week in February.
  - Almost all of the faculty members who have been profiled have received their feedback.

### Approval of Minutes

The minutes of the January 10, 2006 meeting was approved as submitted.

### Other

- A celebration will be held next week to recognize the M-TEC's five-year anniversary.
- Briefly discussed a request from a faculty member to change the dates of the fall 2006 seminar days. It was agreed to put this on the agenda for next week for further discussion.

### Other Discussion Items

- a. NCA Self-Study Update –Volunteers were identified for picking up members of the visiting team.

- b. Budget Update – No update.
- c. Holiday Schedule for 2007 – discussed possible changes in the scheduled holidays for 2007 – this will be back on the agenda next week.
- d. Process for Dropping Students with Balances – Discussed the process and number of students who had classes canceled– this past semester very few cancellations were an issue. Suggestions were made to improve the process, including increasing the balance due to KVCC from \$50 to \$200, sending out bills to financial aid eligible students, extending the due date for payment of tuition, and/or forming a group to study this issue. Louise agreed to look at the fifty plus students on her list and bring back more information in two weeks.
- e. New Innovative Thinking Grant – Waypoints – was distributed and will be discussed next week.
- f. Travel
  - o Authorized Pat Norris to attend the American Association of Museums meeting in Boston, April 27-May 1, 2006 and canceled his request to attend the American Law Institute-ABA seminar in Chicago, March 29-31, 2006.
  - o Authorized Francis Granzotto to attend the National Council on Education for the Ceramic Arts in Portland, Oregon, March 8-11, 2006.
- g. Grants
  - o Mentioned the availability of a grant supported by the Robert Wood Johnson Foundation focusing on nursing education – this will be researched.

### **Next Meeting**

The next regular meeting is scheduled for Tuesday, January 24, 2006 at 8:00 a.m.