

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of April 4, 2006 Cabinet Meeting
Date: April 4, 2006

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

TBO Discussion

- a. Personnel Items – heard some items related to personnel issues and on proposed organizational changes.
- b. Dashboard, Resource Allocation and People Committee – the Cabinet members were asked to think about any measurements that may be needed for the financial portion of the document.
- c. Reality Check – a couple of items were added to the list. The list of “open” reality check items was distributed and will be reviewed at next week’s meeting.
- d. Kudos! were shared.
- e. Other TBO Items –
 - Reported that there is an update about KVCC’s TBO process on the Human Resource website.

Approval of Minutes

The minutes of the March 28, 2006 meeting were approved as corrected.

Other

- Discussed some of the Cabinet member reactions to the draft NCA report of the visiting team. Steve will review the report in terms of errors of fact that we will respond to.
- Plans are underway for the Opportunities in Education dinner scheduled for May 31; John Brown is the keynote speaker.
- Heard a brief report on the SCT/SunGard conference attended by Terry and Bill
- Suggested that the individuals who submit Innovative Thinking Grants should be invited to attend a Cabinet meeting to present the grant request and to address the Cabinet’s questions.
- The M-TEC is holding a manufacturer’s breakfast on Friday, April 7.
- Reported that no new date has been set for the announcement by NAM regarding our manufacturing initiative.
- Information on our records management program was distributed – it will be discussed at next week’s Cabinet meeting.

Other Discussion Items

- a. Alternative Education Discussions
 - o Kalamazoo Promise and Working with Under-Prepared Students –
 - *The Promise and KVCC's Proposal* – reviewed the draft proposal – made revisions to the budget and recommended that an evaluation component be added to the proposal **It was MOVED, SECONDED and CARRIED to support the proposal using Innovative Thinking Grant dollars and that the proposal be modified to reflect the agreed to changes in the budget and the addition of an evaluation component. Bruce will submit an amended proposal that will include the recommended changes.**
 - *Additional information on transitional studies* – Bill reported on his review of the results of various studies regarding developmental education courses and the correlation to future academic success. He will continue to research the topic and share summaries with the Cabinet.
 - *Should KVCC Have A Point Person?* Discussed the rationale for and the issues related to a assigning a point person at KVCC to coordinate our efforts. Possible duties would include – coordination of requests for conducting visits to high schools and local organizations, working with students after they have enrolled to help with their success in the classroom, and tie-in with counseling and other support services. Bruce agreed to put together a suggested list of duties for this role. Bruce and Nancy agreed to look at the roles and duties of counseling. This will be back on the agenda next week.
 - *Discuss Use of Plato* – reported that we have enough licenses and can convert 30 of them for use in transitional education courses; the conversion should serve our students better who need access to Plato from off campus. Agreed that use of Plato needs to be incorporated, at a minimum, into the class assignment schedules in specific courses. Bill and Nancy will come back with additional information next week regarding enhanced use of the *Learning Labs*, including the use of Plato.
- b. Review Online Learning Proposal – Questions were raised regarding the need to hire a consultant and a concern that the proposal does not include the establishment of an on-line degree program. It was agreed that the pay structure for developing courses will follow the faculty contract. A revised proposal will be shared with the Cabinet next week.
- c. Review Quarterly Reports for Innovative Thinking Grants – postponed until next week.
- d. Budget Development for FY 2007 – an updated capital items list for FY 2007 was distributed and briefly reviewed.
- e. Travel
 - o Authorized Colleen Olson to attend an experiential learning conference in Princeton, NJ, June 3-5, 2006.
- f. Grants
 - o None presented.

Next Meeting

The next regular meeting is scheduled for Tuesday, April 11, 2006 at 8:00 a.m.