

CABINET MINUTES

Kalamazoo Valley Community College

Office of President

To: Cabinet, Archives
From: Patricia Niewoonder
Subject: Minutes of April 11, 2006 Cabinet Meeting
Date: April 11, 2006

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

Members Absent: Woods

TBO Discussion

- a. Personnel Items – reported that an analyst from Talent+ will be on campus today to provide results to people who have completed their profiles. Mentioned the status of the proposed organizational changes.
- b. Dashboard, Resource Allocation and People Committee – the teams are continuing to identify measurements. It was reported that funding for survey instruments will not be needed until FY 2007.
- c. Reality Check – a couple of items were added to the list. .
- d. Kudos! were shared.
- e. Other TBO Items – none presented.

Approval of Minutes

The minutes of the April 4, 2006 meeting were approved as distributed.

Other

- Heard a brief update on the meeting with Sen. Stabenow
- Heard a summary of the agenda for tonight's Board meeting.
- Reported that KVCC's PTK chapter received a number of awards at the recent regional meeting. Questions were raised regarding the connection between our PTK chapter and our honors program.
- Heard a brief report on the meeting held between KVCC and WMU's college of engineering.
- Reported that visiting author, Mark Salzman, is on campus today.
- Briefly discussed an incident on campus last weekend with a student club event.
- Questions were raised regarding fund raising events for student clubs and applying College guidelines consistently.

Other Discussion Items

- a. Alternative Education Discussions
 - o Kalamazoo Promise and Working with Under-Prepared Students –
 - *The Promise and KVCC's Proposal* – This will be back on the agenda next week.
 - *Continue Discussion on Identifying A Point Person* - discussion postponed – waiting on additional information from Western and KPS.
 - *Discuss Use of Plato and the Learning Labs* – postponed until the proposed organizational changes can be implemented.
- b. Review Online Learning Proposal – a revised proposed was distributed and reviewed. It was MOVED, SECONDED and CARRIED to approve the “Virtual Valley” innovative thinking grant for FY 2005-06 and 2006-07.
- c. Review Quarterly Reports for Innovative Thinking Grants – postponed until next week.
- d. Budget Development for FY 2007 –
 - o Continued discussions on capital requests and operating budgets for FY 2007.
 - o Looking at changes in allocations for travel budgets, ensuring enough dollars are available for faculty, staff and administrative development initiatives.
 - o Questioned the charging of materials fees for some courses and labs and not for others and the lack of connectedness between expenditures and revenues. Noted that there is a lack of consistency in how we charge for materials and supplies consumed by students in labs and classes – need better tracking of these expenses.
 - o Agreed that Louise and Bill would meet to discuss budget items related to student activities.
 - o It was requested that the Cabinet members review their capital equipment requests in terms of focusing priorities on our Hedgehog and serving our customers – above and below the line recommendations need to be given to Louise by April 13.
- e. Travel
 - o Authorized Marty Adams, Marylan Hightree, Van Muse, Gail Fredericks, and Terry Hutchins to attend the ETOM conference at Delta College, April 21, 2006
 - o Authorized Laura Cosby, Ola Johnson and Denise Lindsley to attend the COMPASS conference in Chicago, April 26-28, 2006
 - o Authorized Deb Bryant, Michelle Bauman, Sue Hollar, Cynthia Schauer, and Lisa Winch to attend the AMATYC Summer Institute in Leavenworth, Washington, August 1-4, 2006.
- f. Grants
 - o Discussed a request to submit a grant request to the KVCC Foundation for continued funding of the Honors Program. It was agreed we to look at alternative ways of funding the program and that use of Foundation dollars would be phased out over three years. Louise and Mike agreed to meet to put together a revised proposal for discussion at next week’s meeting. Other ongoing scholarships awarded by the Foundation will be reviewed as well.

Next Meeting

The next regular meeting is scheduled for Tuesday, April 18, 2006 at 8:00 a.m.