

C A B I N E T

M I N U T E S

Office of President

To: Louise Anderson
Dennis Bertch
Sandy Bohnet
Steve Cannell
Michael Collins
Jim DeHaven
Terry Hutchins
Bruce Kocher
Bill Lay
Marilyn Schlack
Nancy Woods
Patricia Niewoonder

From: Steve Cannell

Subject: Minutes of August 8, 2006 Cabinet Meeting

Date: August 9, 2006

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

TBO Discussion

- Work on Report Card is moving ahead on schedule.
- Reality check items included the need for the Pay Stations at ACC and TTC to be open the Friday afternoon prior to batch cancellation and the cost of textbooks (including buy back) as related to retention.

APPROVAL OF MINUTES

The minutes of the August 1, 2006 meeting were approved with the change of “machine tech” to “machine tool” as contained in “Other Discussion Items” item b.

OTHER

- T. Hutchins reported that Groupwise 7 will be install this Friday (8/11/06).
- W. Lay shared a modified academic calendar for Fall 2007
- J. DeHaven discussed the need for additional incubator space. Various alternatives are being examined.

OTHER DISCUSSION ITEMS

- M. Schlack offered a modified approach to the KVCC Planning process. Based on the premise that planning is most effectively approached as a broad-based process, a two-team approach was presented and endorsed:
 - Student Team - Addressing the areas of retention, student diversity, and learning outcomes. Members include: M. Schlack, N. Woods, D. Bertch, W. Lay, B. Kocher, M. Collins, S. Cannell. The team will meet next Tuesday (8/15/06) at 8:00 am in the President's Office.
 - Operations Team - Addressing the areas of employee diversity, evaluation, and report card (including the I.E.C.). Members include T. Hutchins, J. DeHaven, L. Anderson, S. Bohnet. T. Hutchins will call the first meeting.
- The document Accreditation/Audit Summaries and Findings was discussed and accepted. Information regarding the Nursing Program has been submitted to P. Niewoonder and will be incorporated into the current document.
- The annual report for the Elementary Education Innovative Thinking Project was reviewed by T. Hutchins. Modest increases in retention rates over the prior three year average were noted as well an acknowledgment of the outstanding leadership efforts of Deb Bryant.
- CMOP 2090, Non-Supplanting, was reviewed and approved.
- N. Woods reviewed changes in the document Class Offerings and Cancellations Guidelines - Credit Courses. Suggested changes were accepted.
- N. Woods presented a proposed grant available through the U.S. Department of Labor, Employment and Training Administration. Estimated at \$300,000, the grant would support development of an expanded Certified Nursing Assistant Program, operation of the Allegan Nursing Program, and professional development opportunities for Nursing Instructors.
- The possibility of funding an Automotive Academy through Michigan Works was discussed and will be discussed at the next Cabinet meeting.

NEXT MEETING

The next Cabinet meeting is scheduled for **August 22, 2006 at 9:30 am.**