

## CABINET MINUTES

Kalamazoo Valley Community College

# Office of President

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

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

**Members Absent:** Kocher

**Guest Present:** Cindy Buckley

### TBO Discussion

- a. Personnel Items – No items reported.
- b. Reality Check – One item was added to list.
- c. Kudos! – Several items were shared.
- d. Other TBO Items – reported on discussions regarding Talent+/Gallop approach for hiring throughout Kalamazoo County.

### Approval of Minutes

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

### Other

- Reported that several employees reported that they have quit smoking.
- Reported on a state initiative that is proposing all associate degree registered nurses be required to attain bachelor's degrees. The state organization of nursing administrators will be sending information to MCCA for a unified response to the initiative.
- Heard about the challenges with yesterday's opening of registration for the winter 2007 semester – the College is continuing to have a bottleneck during the first few hours of the first day of registration – over 2,200 students (unduplicated head count) registered yesterday.
- Reviewed the fall enrollment trends report. Discussed the “dip” in enrollment during the week of batch cancellation and possible alternatives to address this. A subcommittee will be formed to look at options; Mike agreed to call the first meeting.
- Reviewed part of a report on program outcomes for the Dept. of Management and Budget, including the success rates of KVCC transfer students to four-year universities.
- Discussed the possibility of hiring a grants writer on a part-time basis rather than as a “consultant” to lock in some of her time and expertise. Agreed that we would pursue the independent contractor avenue with the specific individual to work with the College on specific projects, including the student success center, KAFI and M-TEC.

## **Other Discussion Items**

- a. **Review of ITP Proposal – M-TEC Career Academy Initiative**
  - Reviewed a revised proposal for the Career Academies which incorporates the previously approved automotive academy and allows for the oversight of additional academies.
  - It was reported that all future academies would come to the Cabinet for review and approval. As new academies are approved by the Cabinet, the budget for the Career Academy Initiative will be modified to reflect the new academy.
  - The intent is that future academies would be self-sustaining.
  - May need to consider/review our market – does it and/or should it go beyond our region?
  - It was **MOVED, SECONDED** and **CARRIED** to endorse the Career Academy Initiative which incorporates the previously approved Automotive Academy and that the Automotive Academy budget be amended as delineated in the Career Academy proposal.
  - It was **AGREED** that all future Innovative Thinking Proposals will come forward with the signature and acknowledgement of the appropriate deans and chairs.
- b. **Report Card Discussion / National Benchmark Project**
  - Discussed whether or not we wanted to join the project. Participation includes access to the database of the member institutions. The initial challenge will be collecting the internal data we may not have collected in the past.
  - It was **MOVED, SECONDED** and **CARRIED** to join the National Community College Benchmark Project and authorize an expenditure in the amount of \$1,000 for annual dues.
- c. **Kalamazoo Promise**
  - Reported that we have 115 students from KPS attending full-time and who are “Promise” qualified.
  - Mentioned that a researcher at WMU is proposing to study the success rate of the Promise student and wants KVCC’s participation in the study. More information is needed before we agree to participate.
- d. **October 25 Legislative Meeting**
  - It was reported that only the Board members will be at the Oct. 25 luncheon meeting with the legislators.
- e. **Travel – reported for the record, the following travel items:**
  - Colleen Olsen will attend the CAEL conference in Boston, Nov. 9-11, 2006.
  - Rich Reynolds will attend the certified pool operators’ course in Plymouth, MI, October 17-18, 2006.
  - Helen Palleschi, Todd Berends, and Dennis Bertch will attend the Michigan Nursing Faculty Summit on Diversity to be held in Lansing, Oct. 26-27, 2006.
- f. **Grants**
  - None presented.

## **Next Meeting**

The next regular meeting is scheduled for Tuesday, October 24, 2006 at 8:30 a.m.