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**CABINET  
MINUTES**

Kalamazoo Valley Community College

**Office of President**

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of November 21, 2006 Cabinet Meeting  
**Date:** November 21, 2006

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

**Members Absent:** Woods

**TBO Discussion**

- a. Personnel Items – reported that a new hire was released because of smoking.
- b. Other TBO Items – none shared.

**Approval of Minutes**

The minutes of the November 7, 2006 meeting were approved as presented.

**Other**

- Heard a brief report on the State budget picture – revenues were not what was anticipated for FY 2006 and will be worse for FY 2007 – possible executive order for this year’s budget.
- The December Board Agenda will include legal counsel’s analysis of the impact of the passage of Proposal 2 on the college’s programs and services along with possible recommendations for changes. It was suggested that Steve Doherty, Sandy and Bruce should attend the meeting because of the impact on programs and services they oversee.
- Received information from a conference Terry attended – he shared a summary of the characteristics and expectations of the millennial generation.
- Reported that Promise Week is scheduled for December 4 to 8 – KVCC will be participating at several events.

**Other Discussion Items**

- a. **Review of Agenda for November 30 Administrative Meeting –**
  - o Discussed the suggested agenda for the November 30 administrative meeting and suggested that the following topics should be the focus of the meeting: 1) bringing administrators up-to-date on our funding picture (state forecast, revenue projections, Board 15% set aside, etc.), 2) the Board’s Priorities, and 3) the budget development process – what’s working, what isn’t working.
- b. **Review of Board Priorities Objectives Reporting Form –** suggested changes to the document were reviewed – it was agreed that the Cabinet would meet next Tuesday and work in teams to get the document ready for the December Board meeting.

- c. **Review of SSC Objectives Reporting Form** – Agreed that Steve and Marilyn would work together to finalize the reporting form.
- d. **Travel** – the following travel items were reported for Cabinet information:
  - Gloria Larrieu and Natalie Patchell will attend a conference in San Francisco, CA, February 22-25, 2007 on “Uncovering the Heart of Higher Education.”
  - Jim Taylor will attend the MODAC meeting in Livonia, MI, December 7-8, 2006.
  - Deb Bryant, Darrell Davies, Sue Hollar, Tim Kane, Cynthia Schauer and Lisa Winch will attend with a group of 40 Elementary Education Learning Community students the 2007 T3 International conference in Chicago, March 9-10, 2006.
  - The following individuals will be attending the SCT SunGard Summit scheduled for Marcy 2007 in Las Vegas:
    - Denise Blanchard, Lori Evans, Nate Hartmann, Carol Heeter, Carol Mallinson, Mike Thompson, Brenda VanderRoest and financial services manager (position currently vacant).
- e. **Grants** – none presented

### **Next Meeting**

The next regular meeting is scheduled for **Tuesday, November 28, 2006, at 8:30 a.m.** The agenda for the meeting will be on finalizing the objectives form for reporting of priorities to the Board.