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**CABINET  
MINUTES**

Kalamazoo Valley Community College

**Office of President**

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of December 12, 2006 Cabinet Meeting  
**Date:** December 12, 2006

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

**TBO Discussion**

- a. Personnel items:
  - Reported all Talent Cards will be distributed before the end of the year
  - Reported on a couple of retirements
- b. Reality Check – Several items were added to the list.
- c. Kudos! – Several kudos were mentioned.
- d. Other TBO Items – reported.

**Approval of Minutes**

The minutes of the December 5, 2006 meeting were approved as presented.

**Other**

- The M-TEC contractual agreement with CPR, a computer training company, has changed.
- Reminded everyone that Commencement is scheduled for Thursday, December 21.
- Reported on the differences between adults and teens in the use of e-mail and instant messaging.
- Reported on the mural painted by KVCC students at the domestic assault center.
- The electronic showcase at the Arcus Gallery is now open and will be part of the January Art Hop
- Banner and Voyager systems will be upgraded between now and the end of the year.
- Governor Granholm will be on the Texas Township Campus January 2 to host a public thank you event – 800 to 1000 people are anticipated to attend. Plans are underway to highlight KVCC programs through various displays in the Commons.
- Tonight's Board meeting will be conducted via a conference call.
- Reported that the House is scheduled to vote on the capital outlay bill today – the bill includes KVCC's request.
- Reminded everyone to register for the January 17 Town Hall Meeting.

**Other Discussion Items**

- a. **Review of Board Priorities Objectives Reporting Form –**

- It was moved, seconded and carried to accept the form as revised.
- b. **Review of SSC Objectives Reporting Form** – reviewed the revised draft of the objectives – the draft will be shared with the success team at its next meeting.
- c. **Review of Non-Credit Procedures/Guidelines.**
  - Accepted for a first reading the proposed revisions to CMOP 1110, ACS Enrollment Report, which added a clause on reporting of non-credit enrollments.
- d. **Travel** – the following travel items were reported for the record:
  - Dan Benard will attend an international meeting on simulation in health care, Lake Buena Vista, Florida, January 14-27, 2007
  - Ken Bouma will attend a national advising meeting to be held in San Antonio, January 30 to February 2, 2007.
- e. **Grants**
  - None presented.

### **Next Meeting**

The next regular meeting is scheduled for **Tuesday, December 19, 2006, at 8:30 a.m.**