

## CABINET MINUTES

Kalamazoo Valley Community College

# Office of President

**To:** Cabinet, Archives  
**From:** Patricia Niewoonder  
**Subject:** Minutes of January 16, 2007 Cabinet Meeting  
**Date:** January 16, 2007

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

### TBO Discussion

- a. Personnel items:
  - Announced the retirement of Dick Kabat.
- b. Reality Check – No items added to the list.
- c. Kudos! – No Kudos shared.
- d. Other TBO Items – none presented.

### Approval of Minutes

The minutes of the January 9, 2007 meeting were approved as presented.

### Other

- Reported that the sale of a lot in the Groves is near completion.
- The challenges with the State budget and potential impact on our budget were briefly discussed – we need to be sure our area legislators are aware of our needs.

### Other Discussion Items

- a. **Review of ITP Quarterly Reports**
  - Questioned whether or not some of these projects are meeting their stated goals – the elementary education report does a good job in responding to its objectives but are we addressing the student goals, community needs, our Hedgehog. Each of the projects will be reviewed for continuation for next year during the budget process in terms of whether or not they are meeting their stated objectives and our Hedgehog.
- b. **Budget Planning for FY 2008**
  - Reminded everyone that we are looking at the “big picture” and we are trying to achieve our Hedgehog and the Board’s priorities.
  - Began assigning 1, 2 and 3’s to budget areas/positions.
  - Heard about a recent court ruling on what constitutes a “supervisor” which may impact how we classify some current positions. Sandy will come back next week with a clarification from legal counsel.
  - Agreed we need to set some realistic revenue estimates for state funding, property taxes and enrollment.

- Cabinet members were given various assignments, including review of some areas for possible re-organization/reallocation of resources.
  - Discussion will continue next week.
- c. **Travel** – the following travel items were reported for the record:
- Deb Bryant and Sheri Adams will attend the Michigan Science Teachers Convention in Grand Rapids, March 16-17, 2007.
  - Larry Taylor and Charlie Fuller will attend the National Alternative Fuels Training meeting in Washington D.C., February 14-17, 2007.
  - Jim VanZant will attend the Michigan Tennis Coaches meeting in Troy, Michigan, February 9-10, 2007.
- d. **Grants**
- None presented.

### **Next Meeting**

The next Cabinet meeting is scheduled for **Tuesday, January 23, 2007, at 8:30 a.m. – the meeting is expected to last the entire morning.**